



SETA CONFERENCE - EXHIBITOR SPEC SHEET

Renaissance Riverview Plaza

September 12-15, 2010

IMPORTANT DETAILS: PLEASE READ CAREFULLY.

Exhibitor Fee Includes:

Skirted Table with two chairs - Trash Can - Access to Electrical Line*

Electrical Connection:

- Exhibitor's Fee provides exhibitor access to one electrical line. *The exhibitor must communicate this need on their exhibitor application form.

Internet Connection:

- Internet connectivity will cost the exhibitor \$100.00 for a wired connection per day and should be requested directly from the Renaissance Riverview Plaza directly using the Electrical Exhibitor Service form.

Other Equipment Needs:

Exhibitor is responsible for requesting and paying for any other equipment needs. The exhibitor should contact the Renaissance Riverview Plaza directly to arrange for any other equipment needs.

- Please refer to the Renaissance Riverview Plaza Electrical Exhibitor Service form for additional equipment availability and prices.

SHIPPING: Guest Freight Shipping/Handling Policy

Renaissance Riverview Plaza provides drayage for managing Exhibit Related freight shipments for visitors. Be sure to review the Drayage and Freight Order Form for additional information and procedures.

If your shipping needs cannot be met utilizing the above described process, please contact the SETA Conference Local Host Exhibitor Coordinator listed below for alternate shipping options.

Local Host Exhibitor Coordinator

Cynthia Nelms, V.P. Planning and Contracts
Mobile Works, Inc.

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