

IMPORTANT DATES & DEADLINES

SEPTEMBER 14

- Application deadline for inclusion in the conference mobile app and program materials
- Company/product description deadline for inclusion in the mobile app.
- Cancellation of exhibit space deadline for refund

SEPTEMBER 21

- Hotel sleeping room reservation deadline

OCTOBER 4

- Early discount price deadline for ordering optional booth furnishings and carpet. Order must be received with full payment by Corexpo (formerly Hubbell/Tyner) today.

OCTOBER 8

- Early discount price deadline for material handling. Order form must be received with full payment today.
- Last day for shipments to arrive at the warehouse. Any shipments received after Oct. 8 will be subject to late warehouse charges.
- Deadline for notification to conduct a booth drawing
Notify luanne.ronning@optumhealtheducation.com

EXHIBITOR SCHEDULE

SUNDAY, OCTOBER 14

- Exhibitor Set-up: 1:30 to 4:30 p.m.

MONDAY, OCTOBER 15

- Exhibitor Set-up: 8:00 to 11:00 a.m.
- Grand Opening & Dessert Reception: 1:30 to 2:30 p.m.
- Happy Hour Networking Reception: 5:00 to 6:30 p.m.

TUESDAY, OCTOBER 16

- Morning Break: 11:00 a.m. to 12:00 p.m.
- Lunch: 12:00 to 12:30 p.m.
- Afternoon Break: 2:15 to 3:00 p.m.
- Exhibit Dismantle: 3:00 to 4:30 p.m.
Exhibits must be dismantled, packed and ready to move by 4:30 p.m.
- Carrier Check-in: 3:00 to 4:30 p.m.