



**UTC Mid-Atlantic Region 2 Meeting
September 16 – 17, 2010
Sheraton Atlantic City - Atlantic City, NJ**

EXHIBITOR INFORMATION

Thank you for deciding to exhibit at the 2010 Region 2 Annual Meeting, September 16-17, 2010 in Atlantic City, New Jersey! Following is some important information you will need to ensure you have a successful show.

Tabletop Exhibit Cost (includes 6' x 30" skirted table and two chairs):

- UTC Associate Member – \$375.00
- Non-member – \$425.00

Exhibitor Registration:

- Each tabletop exhibit space comes complete with one Complimentary Full registration. This provides access to all aspects of the conference. Additional Full Conference registrations can be purchased for a special exhibitor-only fee of \$125.00.

Hotel Accommodations:

Contact the Sheraton Atlantic City directly at 888.627.7212 to make lodging arrangements. The special UTC room rate through August 16th is \$109 per night plus tax (14%) + \$1.00/night Tourism tax. You must mention you are with UTC for this special rate. The UTC rate includes internet access in the sleeping rooms.

Audio Visual/Electricity/Internet Access:

For Audio Visual needs, please contact Tom Magette - tmagette@psav.com /609.441.2945 or view the PSAV form.

Standard electricity is available for \$25/day. Please see the Sheraton Engineering Form for more information.

Internet in the exhibit hall is available for \$100 (wireless) or \$225/day (wired). Please see the PSAV form for more information.

Shipping:

Shipments should be sent to the following address:

Sheraton Atlantic City Convention Center Hotel
Hold for Hotel Guest: [insert guest name]
Two Convention Boulevard
Atlantic City, NJ 08401
UTC Region 2 Meeting, Sept. 16-17, 2010
Hotel Contact: Sharon Garrison

Incoming packages will be assessed based on weight and includes storage (up to three days):
0-5 lbs. - \$5.00; 6-20 lbs. - \$10.00; 21-50 lbs. - \$15.00; Over 50 lbs. – \$25.00; Crates - \$50.00 each

Exhibit Schedule (all events taking place in the Exhibit Hall – Pearl Ballroom):

Move-In:	Wednesday, September 15	6:00 pm – 10:00 pm	
Show Hours:	Thursday, September 16	8:00 am – 9:00 am	(Networking Breakfast)
	Thursday, September 16	10:15 am – 10:30 am	(Networking Break)
	Thursday, September 16	12:00 pm – 2:00 pm	(Networking Lunch)
	Thursday, September 16	4:15 pm – 4:30 pm	(Networking Break)
	Thursday, September 16	5:30 pm – 7:00 pm	(Cocktail Reception)
Move-Out:	Thursday, September 16	7:00 pm – 9:00 pm	
	Friday, September 17	8:00 am – 10:30 am	

If you have any questions, please contact Andy Browne by phone at 202-833-6813 or by e-mail at andy.browne@utc.org. Thank you for your continued support of UTC, and we are looking forward to a great show in Atlantic City!