

ONSITE BOOTH SELECTION FOR 2010 AORN CONGRESS

57th Congress • Denver, CO • March 13-18, 2010

Who, What, Where, When

Who:

All 2009 AORN Congress exhibitors are eligible to participate in the 2010 onsite booth selection process.

What (to bring):

- your signed copy of the 2010 exhibit space contract
- for 10x10 booths, minimum deposit is \$625. For booths larger than 10' x 10', the minimum deposit is \$1500. Please note, if \$1500 is less than 25% of the total booth price, the balance of the 25% initial deposit will be invoiced and due upon receipt by the respective company's Accounts Payable department

Where:

The booth selection process will take place in the onsite sales office located outside the entrance of Hall F2 at McCormick Place.

When:

Recruiters: Tuesday, March 17

Technical & Scientific: Wednesday, March 18, and Thursday, March 19

Please check your appointment time on the enclosed schedule. In the event you cannot attend the onsite booth selection appointment you may choose one of the following:

- attend a makeup appointment (available on Thursday, March 19 from 12:30 pm to 2:30 pm)
- authorize AORN to make your booth selection by proxy by submitting a completed and properly authorized exhibit space contract with deposit

Agenda:

- overview of the 2010 floor plan
- overview of the Colorado Convention Center - covering attendee traffic, location of educational sessions, and shuttle bus drop-off points
- Q & A session - discussing 2010 exhibit space selection process
- help with your specific booth choices for 2010 Congress in Denver, CO

NOTE: Companies who do not wish to participate in onsite booth selection may submit a contract on a first-come, first-served and availability basis beginning June 1, 2009.

Contact Information:

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