

## **GENERAL INFORMATION**

The main entrance to the exhibit hall is through the Hall B2 doors but all additional doors (Halls A-C) into the front of the exhibit hall will be open during exhibit hall hours.

### **Exhibit Venue:**

San Diego Convention Center  
111 West Harbor Drive  
San Diego, CA 92101  
Exhibits: Halls B-C  
Posters: Halls A-B  
Career Fair: Hall C  
Exhibitor Spotlights: Hall C  
Plenary Session: Hall D

### **Important Dates and Deadlines:**

#### **Friday, July 10, 2015: Contracts/Refunds**

- Exhibit applications submitted after this date must be accompanied by payment in full.
- Last day to cancel exhibit space or to downsize booth space at the 50% cancellation penalty. After this date all cancellations or downsizes are subject to a 100% fee.

#### **Friday, July 24, 2015: Ancillary Event/Product Descriptions Deadline**

- Ancillary event request early deadline
- Due date for descriptions of organizations and products to appear in the Mobile App

#### **Friday, August 28, 2015: Exhibitor Housing Group Deadline**

- Exhibitor Group Housing requests
- Names are due by Friday, August 28. Rooms without names by this date will be cancelled.

#### **Friday, September 4, 2015: Booth Layout, Exhibitor Appointed Contractor, Certificates of Insurance, Giveaways, and Presentation Form Deadlines**

- Design layouts for island and multilevel booths (400 sq. ft. and larger)
- Exhibitor Appointed Contractor forms
- Certificates of Insurance from exhibitor appointed contractors (400 sq. ft. and larger)
- Promotional Items Distribution request
- Booth presentation request

#### **Friday, October 2, 2015: Installation Request Deadline/Exhibitor Individual Hotel Reservations**

- Individual Exhibitor Hotel Reservations
- Exhibitor Installation should be completed no later than 5:00 p.m. on Wednesday, November 4, 2015. If special circumstances necessitate additional time for installation, exhibitors must submit a written request by October 2 to [meetings@asn-online.org](mailto:meetings@asn-online.org).

#### **Thursday, November 5, 2015: ASN Scientific Exposition Opens**

- ASN Scientific Exposition Opens
- ASN Kidney Week 2016 Priority Point Space Selection being onsite at Kidney Week 2015

#### **Saturday, November 7, 2015: ASN Scientific Exposition Closes**

- ASN Scientific Exposition Closes
- 2016 Priority Point Space Selection Appointments End onsite at Kidney Week 2015; remaining booth space becomes available on a first come first served basis.