



Dear 2022NAFE Sponsor and Exhibitor,

Welcome to the 2022NAFE at the iconic Roosevelt New Orleans hotel. We look forward to assisting you with the planning and execution of the exhibit portion of the conference. This manual contains important details relative to your participation in May. Please read through it carefully.

The official Exhibitor Services Provider for the event is GES. They have assembled this manual, which contains forms for services offered by the official show contractors. Please feel free to contact the GES Exhibitor Service Department regarding any questions about their products and services found within this kit at 1-(800) 801-7648 or www.ges.com/contact.

If you are utilizing outside contractors (contractors not specifically mentioned in this manual), please notify them of the insurance requirements for access to the show floor, and inform NAFE Show Management of the company name and personnel. Also, feel free to contact the appropriate service contractor directly. (Insert date that they need to notify

On behalf of NIPA, we are pleased that you will be joining us at the 2022NAFE. If there is anything that we can do to assist you, please contact Rylee Sullivan, Exhibits Coordinator, at 312-673-4995 or rsullivan@nipa.org

We look forward to seeing you in-person for another successful NAFE.

Sincerely,

Rylee Sullivan

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