

Thank you for your participation as a tabletop sponsor at the 2023 Healthcare Waste Conference, co-locating with WasteExpo at the Ernest N. Morial Convention Center in New Orleans, LA. The following is some very important information regarding this year's conference:

## Tuesday, May 2<sup>nd</sup> & Wednesday, May 3<sup>rd</sup>

- Sessions Located in Room 296
- Table Top Displays Located in Room 294 & 295

Set-Up Date, Time and Location: Monday, May 1<sup>st</sup>, 10:00am – 5:00pm, Rooms 294 & 295 Dismantle: Wednesday, May 3<sup>rd</sup>, 2:30pm – 5:00pm

## Sponsor shipping options include:

- Hand carrying your materials to your tabletop display
- Shipping your materials to your respective hotel and hand carrying them to your tabletop display
- Shipping your materials directly to the convention center using the attached mailing labels\* \*Subject to GES material handling fees.

**Electrical :** If you require electric, orders can be placed online by going to <u>HTTPS://SERVICES.MCCNO.COM</u> or contacting the New Orleans Ernest N. Morial Convention Center vis email at <u>exhibit\_services@mccno.com</u> or by phone at 504-582-3036.

**Furniture Provided**: The Healthcare Waste Conference will provide you with one **GRAY** skirted, 6-foot table and one chair.

\*No additional furniture may be ordered & drape is NOT provided behind the table

**Signage:** (1) 22 x28 sign with your company logo (if it has been provided) otherwise, your company name. This will be placed next to your table. You may wish to provide additional signage for your display table.

\*Please note that you may NOT hang/affix anything on the walls of the ballroom

## WasteExpo:

In addition, Healthcare Waste Conference participants also have access to attend the WasteExpo Exhibit Hall which is located in Halls E-J of the convention center.

WasteExpo Exhibit Hall Hours:	
Tuesday, May 2 <sup>nd</sup>	10:00 am – 5:00 pm
Wednesday, May 3 <sup>rd</sup>	10:00 am – 5:00 pm
Thursday, May 4 <sup>th</sup>	10:00 am – 1:00 pm

The Healthcare Waste Tabletops are open to all WasteExpo exhibitors and attendees Tuesday 8:00am – 5:00pm/ Wednesday 8:00am – 2:30pm

If you have any questions before the event please contact Laura Kelly, Operations Manager by email at Laura.Kelly@Informa.com or, please stop by the WasteExpo Show office on site located in **Room G114**.