

GENERAL INFORMATION

The main entrance to the exhibit hall is through the Hall F1 doors in McCormick Place West Building, Level 3.

Exhibit Venue:

McCormick Place West
2301 S. Indiana Ave.
Chicago, IL 60616

West Building - Level 3:

- Exhibits: Hall F1
- Posters: Hall F2
- Career Fair: Hall F1
- Exhibitor Spotlights: Hall F1
- Plenary Session: W375 C-E

Important Dates and Deadlines:

Friday, July 15, 2016: 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 29, 2016: Product Descriptions Deadline

- Due date for descriptions of organizations and products to appear in the Mobile App.

Wednesday, August 17, 2016: Ancillary Event

- Ancillary event request deadline.

Tuesday, August 30, 2016: Exhibitor Housing Group Deadline

- Exhibitor Group Housing requests.
- Names are due by Tuesday, August 30 or rooms without names will be cancelled.

Friday, September 9, 2016: 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 (2,000 sq. ft. and larger).

Friday, October 14, 2016: Installation Request Deadline

- Exhibitor Installation should be completed no later than 4:30 p.m. on Wednesday, November 16, 2016. If special circumstances necessitate additional time for installation, exhibitors must submit a written request by October 14, 2016 to Rasheena Wilson at rwilson@asn-online.org.

Friday, October 14, 2016: Exhibitor Individual Hotel Reservations

- Individual Exhibitor Hotel Reservations

Tuesday, October 25, 2016: Advanced Registration List Order Form Deadline

Thursday, November 17, 2016: ASN Scientific Exposition Opens

- ASN Scientific Exposition Opens.
- ASN Kidney Week 2017 Priority Point Space Selection begins onsite at Kidney Week 2016.

Saturday, November 19, 2016: ASN Scientific Exposition Closes

- ASN Scientific Exposition Closes.
- 2017 Priority Point Space Selection Appointments End onsite at Kidney Week 2016; remaining booth space becomes available on a first-come, first-served basis.