



CHI Health Center

OMAHA

EXHIBITOR UTILITIES & TECHNICAL SERVICES

ORDER ONLINE AT WWW.CHIHEALTHCENTEROMAHA.COM

Navigating our site....

Once you are on our website, select “**Convention Center**” from the menu bar at the top of the page. This will take you to the convention center home page. While there, you will see a tab on the left side of the screen for “**EXHIBITORS**”. Click on that tab to reveal the list of exhibitor information. From that list, select “**Online Ordering**” and begin the ordering process which starts by selecting your event from the event list.

All exhibitors are responsible for reading and complying with the **Exhibitor Rules & Regulations** and the **Exhibitor Technical Rules & Regulations**. These documents cover topics such as shipping/receiving (*the facility does not accept exhibitor shipments*), fire & safety regulations, and policies regarding special decorations....*just to name a few*. They are located on our website within the list of exhibitor information when you select “**Downloadable Order Forms**.”

Order Deadline: *All orders must be received or post marked seven (7) calendar days prior to the designated exhibitor move-in date to qualify for the advance rates otherwise standard rates will apply.*