



NEW ENGLAND SURGICAL SOCIETY  
**98<sup>th</sup> Annual Meeting**  
SEPTEMBER 8-10, 2017  
OMNI MOUNT WASHINGTON | BRETTON WOODS, NH



NESURGICAL.ORG

## EXHIBITOR INFORMATION SHEET

### EXHIBIT DATES & HOURS\*

<b>Friday, September 8</b>	<b>12:00 pm – 3:00 pm</b>
Coffee Break & Poster Viewing	2:30 pm – 3:00 pm
Welcome Reception	6:00 pm – 7:00 pm
<b>Saturday, September 9</b>	<b>7:00 am – 11:00 am</b>
Continental Breakfast	7:00 am – 8:00 am
Coffee Break	10:10 am – 10:40 am
<b>Sunday, September 10</b>	<b>7:00 am – 10:00 am</b>
Continental Breakfast	7:00 am – 8:00 am

\*Times subject to change based on final program.

### LOCATION OF EXHIBITS

The exhibits will be located in the Grand Ballroom foyer, just outside of the Scientific Sessions located in the Grand Ballroom.

Tabletop displays will include:

- ✓ 8' x 30" Table
- ✓ Two (2) Chairs
- ✓ Two (2) Exhibitor Badge Registrations
- ✓ Program Guide Listing

Each space is a **TABLETOP ONLY** display. No free standing floor displays will be permitted. Standing equipment may be used **in lieu** of a table, but requests must be sent in writing to the Society's office for approval.

### INSTALLATION OF EXHIBITS

The exhibit hall will be available for set-up from 8:00 am – 11:00 am on Friday, September 8, 2017. All exhibits must be set by 11:00 am without exception. Assembly of exhibits during regularly scheduled exhibit hours will not be permitted.

### DISMANTLING OF EXHIBITS

All exhibits must remain intact until the official closing time of 10:00 am on Sunday, September 10<sup>th</sup> and may not be dismantled or removed, in whole or in part, before that time. After the close of exhibits, all materials must be removed no later than 1:00pm.

### WELCOME RECEPTION

The Welcome Reception will be held in the Conservatory/South Veranda on Friday, September 8<sup>th</sup> from 6:00 - 7:00 pm. All registered exhibitors are invited to attend.

### PRESIDENT'S RECEPTION & DINNER

The President's Reception & Dinner will be held on Saturday, September 9<sup>th</sup> at 7:00pm in the Sun Dining Room and Conservatory. Two complimentary tickets will be given to each exhibiting company.

### ELECTRICAL INFORMATION

Exhibitors requesting power, must complete the Order Form in the online Exhibitor Service Kit.

### HOUSING

Housing arrangements can be made at the following link  
<http://nesurgical.org/meeting/Housing/>

### SCIENTIFIC SESSIONS

All registered exhibit representatives are invited to attend the scientific program on a complimentary basis. The Scientific Sessions will be held in the Grand Ballroom.

### EXHIBITOR REGISTRATION FORMS

Exhibitor personnel registration forms are available in the online service kit. Additional representatives over the 2 badge per booth allotment will be charged \$100 per badge. Please return by August 18, 2017 for pre-registration of exhibitor personnel. Forms received after that date will be processed onsite.

**SHIPPING INFORMATION:** Please address all shipments exactly as follow:

**Omni Mount Washington Resort - NESS**  
**C/O Conference Services Department - (Barbara Kluchnick)**  
**310 Mt. Washington Rd**  
**Bretton Woods, NH 03575**  
**Arrival: Friday September 8th**

### NESS CONTACT INFORMATION

Yvonne Grunebaum – Director of Industry Relations  
978.299.4529 [ygrunebaum@prri.com](mailto:ygrunebaum@prri.com)

Anthony Duli – Tradeshow Coordinator  
978.299.4530 [aduli@prri.com](mailto:aduli@prri.com)

**New England Surgical Society Annual Meeting**  
**500 Cummings Center, Suite 4400**  
**Beverly, MA 01915**  
**Telephone: (978) 927 8330 | FAX: (978) 524-046**