

EXHIBITOR INSTRUCTIONS

Thank you for supporting the 2023 CSCS CSCP Spring Meeting at the Halifax Marriott Harbourfront in Halifax, NS. In the event that a situation arises that will prevent you from attending the vendor exhibit, we trust that you will alert us immediately.

Exhibitor Information

- The foyer of the Nova Scotia Ballroom will be available for set up at 0600hrs on Friday, May 26, 2023 (Exhibits open at 0800hrs on Friday)
- Tear down of exhibits must be completed by 1200hrs on May 28, 2023
- On-site coordinators will be available to guide you
- You are responsible for registering **EACH** corporate attendee
- A limited number of electrical outlets are available. Please advise us if you require electrical power outlets.
- A 72 x 30" table will be available for each exhibitor.
 - Tables are available and will be labelled with your vendor's name for set-up on Friday, May 26, 2023, at 0600hrs

Shipping Information

There is limited storage space at the hotel before the exhibit date. If shipping is required, please note that storage fees may apply depending on size and time of arrival.

Please make sure the following information is clearly labelled on all packages.

Hotel Address: “Name of the exhibitor who will be looking for the box”
CSCP conference
c/o Keltie Daigle
Halifax Marriott Harbourfront
1919 Upper Water Street
Halifax, NS B3J 3J5

Conference Name & Date: CSCS CSCP Spring Meeting (May 25-28, 2023)

On-Site Contact: Bobbi Hoffman/ Sarah Witten

Function Room: Foyer of the Nova Scotia Ballroom

Hotel Representative: Keltie Daigle (Keltie.Daigle@marriott.com)

Number of Boxes: Box 1 of 2 etc

Hotel Parking rates apply for all guests.