



## 27<sup>th</sup> Annual First Coast Infectious Disease/ Clinical Microbiology Symposium

### **EXHIBITOR SET UP INFORMATION**

#### **FOR ELECTRICAL SERVICE/AV/TELEPHONE/INTERNET SERVICE**

Review the PSAV Sawgrass Marriott 2019 Exhibitor Price Guide for pricing information. Complete a **PSAV Sawgrass Marriott 2019 Exhibitor Price Guide** and email it to [sawgrasssales@psav.com](mailto:sawgrasssales@psav.com). PSAV will contact you for payment information.

#### **EXHIBITOR SHIPPING**

Please review the **Sawgrass Marriott Shipping Information** for information regarding shipping of materials to Sawgrass Marriott.

#### **EXHIBITOR SET UP**

The Symposium will be held at Sawgrass Marriott Golf Resort and Spa. Exhibitors will be in the Tournament Hall.

All exhibitors will have assigned space (to be posted on the website after January 15, 2020) and exhibitor tables will be labeled with exhibitor name. If you have any special needs related to exhibition, please contact Brooke Hnyla ([brooke.hnyla@marriott.com](mailto:brooke.hnyla@marriott.com) or 904.280.7090) as soon as possible.

#### **Exhibition Times:**

Exhibitor Registration and Set Up	Friday 12:00 – 3:00 pm Saturday only exhibitors 6:30-7:15 am
Exhibits	Friday 3:00 pm – Saturday 1:00 pm
Exhibitor Breakdown/Clean up	Saturday 1:00 pm – 5:00 pm

The following times have been designated in the program for participants to visit exhibits:

#### **Friday:**

3:00 – 3:50 pm	Participant Registration
6:00 – 7:30 pm	Reception/Dinner

Saturday:

7:15 – 7:50 am                      Breakfast

10:00 – 11:00 am                  Break

12:00 noon – 1:00 pm              Lunch

**PLEASE NOTE:** representatives exhibiting on Saturday should not plan to break down their exhibits until after 1:00 pm on Saturday.

The reception and dinner on Friday night and breakfast, break and lunch on Saturday will be located in the exhibit area.

Note that the exhibit area IS NOT a secured room. Please plan accordingly.