



New
England
Fertility
Society

MAKING HISTORY:

Building the Future of Reproductive Technologies

17th Annual Meeting of the NEFS

Mt. Washington Hotel, Bretton Woods, NH

May 3-4, 2019

Exhibitor Booth Registration Information Form

Basic Booth LEVEL

Complete the form below, **SAVE A COPY** and email or fax it with pertinent attachments by **Friday, February 8, 2019**

Complete Company Name *(Please Print Clearly)*

is exhibiting at the New England Fertility Society's 17th Annual Meeting:

MAKING HISTORY: Building the Future of Reproductive Technologies

This exciting educational event will be held at the Mt. Washington Hotel, in Bretton Woods, NH on Friday and Saturday, May 3-4, 2019.

Company Name *(as it should appear in Exhibitor Guide)*

Contact Name

Street Mailing Address

City

State

Zip

Phone #

Fax#

Email

BOOTH LEVEL OPPORTUNITIES:

- Annual Meeting Exhibitor Booth Space - (a layout of the space is forthcoming)
- ANNUAL MEETING EXHIBITOR GUIDE: Please submit a 50-word or less company profile including complete company name, mailing address, phone, fax, preferred email and company website. One meeting badge for the entire meeting for one representative is included in your package. Please complete the contact information on representative attending below. Any profiles received after March 1st will not be guaranteed space in the Exhibitor Guide.

- List name and contact information (email and phone) of 1 (ONE) company representative attending:

1. _____
 Rep Name 1 Yes? Roundtable Lunch-May 4th Email Rep 1 Cell Phone 1

Please state any conflicts of being placed near competing companies if applicable and every effort will be made to accommodate this request: _____

THE EXHIBIT HOURS/ SET-UP AND BREAKDOWN

Exhibit set-up: Friday, May 3rd 2-4pm

Exhibit Hours Open: Friday, May 3rd 4-6pm and 7:00-9:00pm;
Saturday, May 4th, 6:30-8am, 10:15-11:00am

Exhibit Break Down: Saturday, May 4th 11 am - 12pm

You will be provided a space for a “table-top exhibit” ONLY or those set-ups which fit into the space of a table-top ONLY exhibit and wireless internet. Electricity is available, but must be reserved by checking here__.

If you prefer a different set-up, you must contact Michelle Picher as space is VERY TIGHT for this venue.

Exhibit Space Rental for Tables Top shows at this "GREEN" environmentally aware venue does not include:

- | | |
|--------------------------------|------------------------|
| 1. Decoration and table linens | 4. Signage |
| 2. Labor | 5. Drayage (shipments) |
| 3. Guard/security service | |

EXHIBITOR SHIPPING REQUIREMENTS>>>VERY IMPORTANT

You will be able to set up on Friday afternoon before the 4pm start time beginning at 2pm.
All boxes being shipped in advance of the meeting should be clearly labeled with the following:

**Conference Services Manager
Mt. Washington Hotel
310 Mt Washington Hotel Road, Bretton Woods, NH 03575
Hold For: "YOUR Company Name"
NEFS Annual Meeting 2019 - May 3-4, 2019 Box 1 of X**

*Packages can be received at the resort up to 3 days prior to the event. Fees will apply for package handling. After your event, any boxes to be shipped out must be properly packaged and labeled with shipping address, return address and method of payment and removed from the exhibit area to be shipped back out.

The resort is NOT responsible for packaging or supplying packing materials. Any packages left behind instructions on packages will be discarded within (3) business days.

**50-word Company Profile in WORD Document Format only
(please include hard copy below and email it to michellepicher@nefs.org)**

Company Name *(as it should appear in Exhibitor Guide)*

Contact Name, Title *(as it should appear in Exhibitor Guide)*

Mailing Address

City

State

Zip

Phone #

Cell Phone #

Fax#

Email

Website

50-word Company Profile:

Please type here and/or email to michellepicher@nefs.org

Please save a copy and email or FAX this completed form to Michelle Picher, NEFS: FAX 978-640-9176 or email michellepicher@nefs.org by **Friday, February 8th.**

Hotel Reservations can be made in advance of March 1st at the **group rate of \$209.00 plus fees and taxes.** Go to the NEFS website www.nefs.org and reserve your room on the annual meeting page under **HOTEL RESERVATIONS.**