

**52nd Annual New Hampshire Safety & Health Conference**

# **EXHIBITOR GUIDELINES & REGISTRATION FROM**

May 23<sup>rd</sup> & 24<sup>th</sup>, 2023  
DoubleTree by Hilton Manchester Downtown  
700 Elm Street, Manchester, NH 03101

**Hosted by:**



**NATIONAL SAFETY COUNCIL OF NORTHERN NEW ENGLAND  
2 WHITNEY ROAD, STE. 11, CONCORD, NH 03301  
603-228-1401**

# 52<sup>nd</sup> Annual New Hampshire Safety & Health Conference

## **BOOTH FEES & AMENITIES**

Booth Option 1- \$750 (with electricity)

Booth Option 2 -\$675 (without electricity)

With the purchase of each individual booth, you will receive:

- 8x10 pipe/drape booth
- One 6ft skirted table
- 2 chairs
- Internet Access
- Breakfast and lunch both days for two representatives
- Access to both keynote/closeout speakers
- Attend any breakout sessions of your choice

## **ADDITIONAL FEES**

- Extra Representative breakfast / lunch included...\$75
- Half page ad in brochure...\$300

\*\* If you decide you want power after the conference has begun, you will need to go through the hotel to make the necessary arrangements.

## **EXHIBITOR HALL SET-UP/OPERATION HOURS/TAKE -DOWN TIMES**

- *Set-up Time:* Tuesday, May 23rd, 2023 8:30am-10:30am
- *Exhibitor Hall Operation Hours:* Tuesday, May 23rd, 2023 10:30am-5pm and Wednesday, May 24th, 2023 7am-1pm
- *Take Down Time:* Anytime after 1pm on Wednesday, May 24th, 2023

## **SHIPPING INFORMATION**

Due to limited storage space, the DoubleTree cannot store any vendor materials prior to the conference. For this reason, items cannot be shipped to the venue ahead of time and must be brought in at the allowed set-up time only.

## **CANCELLATION POLICY**

If you need to cancel, you must do so prior to April 24th, 2023 to receive a 100% refund. No refunds will be issued after April 24th, 2023 due to marketing and administrative costs incurred. Cancellations must be made in writing, emailed to [stephd@nscnne.org](mailto:stephd@nscnne.org)

## **HOTEL INFORMATION**

NSCNNE has reserved blocks of rooms at the DoubleTree by Hilton Manchester Downtown at a reduced rate from \$154 per night. Please contact the hotel directly at (603) 625-1000 to reserve your room by May 1, 2023.

## **COVID GUIDANCE**

NSCNNE will follow CDC Guidelines and State of New Hampshire Guidelines that are in place at the time of the event.

# 52<sup>nd</sup> Annual New Hampshire Safety & Health Conference

## REGISTRATION FORM

Company:	Billing Contact:
Address:	Billing Contact Email:
Website:	Billing Contact Phone:
Representative(s) Contact Name(s)/Email(s): (to receive conference info)	

OPTIONS	PRICE	TOTAL
Booth Option 1 – with electricity	\$750.00	
Booth Option 2 – without electricity	\$675.00	
Black & White Half Page Ad	\$300.00	
Extra Representatives – with breakfast and lunch	\$75.00	
Total to be billed:	\$	

Credit card number:	
Name on card:	
Expiration date:	Security Code:
Signature:	

Please invoice me and send to:

--

**NATIONAL SAFETY COUNCIL OF NORTHERN NEW ENGLAND  
2 WHITNEY ROAD, STE. 11, CONCORD, NH 03301  
603-228-1401**