

ONS EXHIBITOR WELCOME BULLETIN

Welcome to ONS 49th Annual Congress! Please find the following important information that will assist you in having the best experience possible.

Additional information can be found in the digital Exhibitor Welcome Kit. Please visit by using the QR code below:



Questions? ONS Show Management will be around for the entire week to assist you with anything you may need so please do not hesitate to ask. Please visit Show Management in the Show Management office located in the back of the Learning Hall.

LEARNING HALL SCHEDULE

EXHIBITOR MOVE-IN:

Date	Time
Tuesday, April 23	8:00 am–5:00 pm
Wednesday, April 24	8:00 am–5:00 pm
Booths must be set up by Wednesday at 5:00 pm	

LEARNING HALL HOURS:

Date	Time
Thursday, April 25	11:00 am–3:00 pm
Friday, April 26	11:00 am–3:00 pm
Saturday, April 27	11:00 am–3:00 pm

EXHIBITOR MOVE-OUT:

Date	Time
Saturday, April 27	3:00 pm–10:00 pm
Sunday, April 28	8:00 am–12:00 pm

All exhibits must be open and staffed during the above Learning Hall hours. Exhibitors will be allowed into the Learning Hall at 8:00 am on Thursday, Friday, and Saturday.

NOTE: Badges must be worn at all times for admittance to the Learning Hall. Registration is open Wednesday, April 26, from 10:00 am–7:00 pm and is in the East Salon at the Convention Center. Exhibitors will need a badge to receive access to the Learning Hall once registration opens. EACs may continue to use wristbands provided by security for move-in and move-out hours only.

MOVE-OUT NOTICE

Exhibitors may begin to pack their booths when the show closes on Saturday, April 27, at 3:00 pm. **Exhibitors are not permitted to pack up early prior to 3:00 pm on Saturday.** Any exhibitor that begins dismantling its display before the close of the show will be charged a 25% booth fee and may altogether lose the privilege of exhibiting.

SECURITY

ONS will provide security for the show; however, security of your product is your responsibility. If you have proprietary information or small, valuable equipment, and plan to leave the Learning Hall, please remember to take these items with you when you leave. Please do not leave items of value in your booth overnight and during the installation and dismantling of the show. Please use the main doors and do not prop open the fire exit doors. See ONS Show Management if you have any questions.

EXHIBITOR SERVICE CENTER

If you are in need of labor, furniture, electrical, internet, shipping, lead retrieval, etc., or have any questions regarding your booth, the Exhibitor Service Center is located in the back of the Learning Hall.

WI-FI ACCESS

Congress Wi-Fi is available in the convention center common space during the 49th Annual Congress. To access the complimentary Wi-Fi network in the convention center, *outside the Learning Hall*, please use:

Network Name: ONS2024

Password: BRUKINSA

SOCIAL MEDIA

Share your Congress experience with your social networks! Use #ONSCongress on Twitter, Instagram, and Facebook.

2025 BOOTH SPACE SELECTION

2025 Booth Space Selection will take place in the Show Management office located in the back of the Learning Hall.

If you have not already emailed your completed contract, an electronic copy will be available for you to complete during your appointment. A representative from your company should come to the Space Selection Office during your scheduled space selection appointment, as indicated on the *priority points document* included in the welcome kit.

EXHIBITOR SURVEY

In order to make next year's Congress an even greater experience, we want to hear your feedback! Provide input on the ONS Annual Congress by filling out an Exhibitor Survey. *The survey will be emailed to you following this year's event.*

Thank you for your support of ONS and best wishes for a successful show!