



## **Exhibit Space Rules and Regulations**

### **Ensuring a Successful Exhibit an the annual conference for Wisconsin Association of Healthcare Quality (WAHQ)**

**Friday, March 12, 2010**

1. Exhibition Hall is open from 7 a.m.—5 p.m. (may send displays to the Crowne Plaza for set up that am.)
2. Exhibitors should be set up by 7:30 a.m. and tear down by 4 p.m.
3. Exhibitors are responsible for their own equipment and materials.
4. Exhibitors are responsible for their own set up and tear down.
5. Electricity is available if it was ordered prior to the show.
6. Exhibit area dedicated conference hours are from 7:30—8:00, morning break, lunch break, and afternoon break. (see brochure for times of breaks). Please make yourselves and/or the booths available to participants at these times.
7. A 3'x6' tabletop booth will be provided in the exhibit hall. Display easels, boards or posting backboard will need to be provided by the exhibitor.
8. Have fun!

Additional questions, please contact: Sheryl Krueger Dix at (414) 805-2801 or email: [sdix@froedtertcommunityhealth.org](mailto:sdix@froedtertcommunityhealth.org)

We look forward to seeing you at our annual conference.