

## **New England Region Wound, Ostomy, Contenance Society**

### **Annual Fall Conference Exhibitor Letter**

**Dear Exhibitor:** Welcome to our annual NER-WOCN Fall Conference. We are all grateful for the continued support and education you have provided to us over the years. We value your time and expertise.

**Our Venue:** The Crown Plaza Boston North Shore & Coco Keys Resort

50 Ferncroft Road, Danvers, Ma. 01923 phone # 978-777-2500

**Exhibit Times:** Thursday October 13<sup>th</sup>, 7PM- 8:30PM

Friday October 14<sup>th</sup>, (morning break) 10AM-11:30AM

Friday October 14<sup>th</sup>, (Lunch with exhibitors)12:30PM-1:30PM

We are asking all exhibitors not to leave until after the luncheon hour at 1:30.

Please plan appropriately for your travel plans.

**Check-in:** Please **do not** come prior to 4PM Thursday October 13<sup>th</sup> to set-up. If you are having equipment shipped to the hotel, please send it addressed to the address listed above, and to include the name, date of the conference on all of your packages. If you should have any questions regarding electricity, and to send equipment, please contact the person below:

Paul Arubin, Dir. Of Meetings and Convention Service

978-750-7985 or E-mail: paul.harubin@cpbostonns.com

**\*\*\*Electrical forms are included within the exhibitor information. All electricity and fees must be contracted through the hotel, and not NER WOCN. \*\*\***

**Exhibitor Fee:** \$500. Per table. Meals for **ONE** exhibitor, Thursday evening, Fridays' breakfast, and lunch will be included. Additional meals for each additional exhibitor can be purchased for \$50. This can be completed with the contract.

**Electronic Payment & Online Registration: The New England Region WOCN is happy to announce this convenience to our exhibitors and attendees. Please look to the contract for further information. All registrations should be submitted no later than September 30<sup>th</sup> to avoid a \$100 late fee.**

**Exhibitor Grand Opening:** Begins at 7PM Thursday October 13th. Simultaneously, the evening buffet will be served in the exhibit area adjacent to the lecture hall. At 8:30 PM, a silent auction will be conducted to help support the NER\_WOCN Youth Rally. Help support a Rising Star!

The NER-WOCN Society appreciates your continued support. Any questions please feel free to contact anyone below from the Exhibitor Comm.

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