



NPACE Primary Care and Pharmacology Update Conference Cape Cod 2019



Exhibit Dates:

Tuesday, June 25 – Wednesday, June 26, 2019

Hotel Location:

The Sea Crest Beach Hotel
350 Quaker Rd
North Falmouth, MA 02556

Reservations:

Room Reservation Cut-Off Date: May 23, 2019

Single/Double: \$199

Mention Group Code: NPACE/10J5Q0

Conference Information:

Expected Number of Attendees: 250

Contact Person: Joshua Plotkin, Corporate Affairs Manager 774-279-4607 / jplotkin@npace.org



Nurse Practitioner Associates
for Continuing Education

NPACE Cape Cod - Exhibitor Schedule

Exhibit Dates: June 25 - 26, 2018

Sea Crest Beach Hotel

Please review the following information related to your exhibit space and onsite operational needs.

Exhibit Set-Up: Tuesday, June 25, 2019

Exhibit Tear Down: Wednesday, June 26, 2019

Exhibits are open throughout the day. All times are subject to change, depending on final schedule of events.

Tuesday, June 25th

Wednesday, June 26th

Start Time	End Time	Function	Start Time	End Time	Function
7:45 a.m.	8:30 a.m.	Exhibit Move In	7:00 a.m.	7:30 a.m.	Breakfast in the Exhibit Hall
8:30 a.m.	9:00 a.m.	Exhibit Hall Grand Opening Breakfast	7:30 a.m.	8:30 a.m.	Session
9:00 a.m.	10:00 a.m.	Session	8:30 a.m.	9:00 a.m.	Break/Exhibits
10:00 a.m.	10:10 a.m.	Break/Exhibits	9:00 a.m.	10:00 a.m.	Session
10:10 a.m.	11:10 a.m.	Session	10:00 a.m.	10:10 a.m.	Break/Exhibits
11:10 a.m.	11:40 a.m.	Break/Exhibits/ Product Theater Sign-In	10:10 a.m.	11:10 a.m.	Session
11:40 a.m.	12:40 p.m.	Product Theater/Exhibitor Lunch On-Own	11:10 a.m.	11:30 a.m.	Break/Exhibits
12:40 p.m.	1:00 p.m.	Break/Exhibits	11:30 a.m.	12:30 p.m.	Session
1:00 p.m.	2:00 p.m.	Session	12:30 p.m.	12:45 p.m.	Break/Exhibits
2:00 p.m.	2:20 p.m.	Break/Exhibits	12:45 p.m.	1:30 p.m.	Exhibit Move Out

Security Advisory:

- NPACE will not be maintaining security during move in, event hours, or move out. We strongly recommend that you consider taking appropriate precautions to ensure that your exhibit space is as secure as possible.
- Please note that show management can assume no responsibility or liability for lost, damaged, or stolen property.

Please note that exhibitors are not allowed in the conference room during CE sessions.

Package Handling

We are pleased to announce that the Sea Crest Beach Hotel has established a new package handling procedure. This service is designed for accuracy and efficiency in receiving, storing and handling packages. As a guest, packages are stored for your arrival or once checked-in, you will be notified upon receipt of a package. If you are not a guest of the hotel, packages will be brought to the function room the event is being held in. See below for handling and storage fees. Please review all package handling information

Incoming Package Handling Fees

Prices are based on the weight of the item.

Payment of handling fees needs to be in place prior to receiving any packages.

Minimum Weight Pounds	Maximum Weight Pounds	Charge (US)
0	5	\$5.00
6	20	\$10.00
21	50	\$15.00
50	or over	\$25.00
Crates		\$50.00
Pallets		\$75.00

Outgoing Package Handling

All outgoing packages must have shipping labels and be called in for pick-up.

Outgoing packages will be moved from the function room to the loading dock for pick-up.

Storage Fees

Shipments received within three (3) days before event will not be assessed a storage fee.

Shipments received more than three (3) days before event will be assessed a \$50.00 per day storage fee.

Please note that we do have a loading dock. Crates and pallets need to be delivered on a truck with a lift gate and pallet jack.

Exhibitors are responsible for opening and unloading crates and pallets.

Labeling

Please label EACH box as outlined in the example below:

<p>Hold for Arrival - Group Name and Event Dates Name of On-Site Person to receive the Shipment c/o Name of Conference Planner or Catering Sales Manager Sea Crest Beach Hotel 350 Quaker Road North Falmouth, MA 02556 Box _____ of _____ <i>(Multiple boxes MUST be numbered)</i></p>

The Shipper's Return Address should include shipper's name, address and telephone number.

Multiple packages within a single shipment must be numbered in sequence (1 of 3, 2 of 3, 3 of 3).

Boxes over 50 pounds should be labeled as such to avoid injury to staff (both yours and ours).

ALL SHIPMENT INFORMATION MUST BE SUBMITTED IN WRITING VIA THE "NOTIFICATION OF INCOMING SHIPMENTS" FORM.

PLEASE NOTE THAT THE SEA CREST BEACH HOTEL IS NOT RESPONSIBLE FOR ANY DAMAGED BOXES, UNDELIVERED BOXES OR SPLIT SHIPMENTS OF MULTIPLE BOXES AS THESE ARE THE RESPONSIBILITY OF THE SHIPPING CARRIER