



Botany 2016 Exhibitor Information

The exhibit hall schedule is:

- Set-up Saturday Noon – 5:00 pm
- Set-up Sunday 9:00 am – 5:00 pm – Set up must be complete by 5:00 pm. Attendees are hanging their posters and are in and out all day 7:30 – 10:00 – Opening Reception for the Conference. Cocktail party atmosphere - all attendees are invited – Hors 'oeuvres and cash bar
- Monday 9:00 am – 7:00 pm The Poster session in the Hall is 5:30 pm – 7:00 pm....again a party atmosphere with attendees presenting posters....light snacks and cash bar.
- Tuesday 9:00 am – 5:00 pm
- Wednesday 9:00 am – 4:00 pm – Hall will close after the afternoon coffee break.

Register for the conference: If you haven't yet done so - please register your company's representative at: <https://www.eiseverywhere.com/ereg/index.php?eventid=159817&>
ALL Exhibitors MUST be registered before arriving on site.

Hotel Rooms - Please stay within our block – Hotels listed here:
<http://www.botanyconference.org/hotels.html>

Service Kits - You should have received a service kit from Colleen Reynolds of Host South – to order furniture and etc. also with shipping information. This will give you all the information you need for set up, tear down and moving in and out. Just FYI - The Exhibit Hall is NOT carpeted this year.

If you need to mail items - the forms and labels are included in the service kit.

The address is:
BOTANY 2016 Name of Exhibiting Company
HostSouth
611 West Jones St
Savannah, Ga 31401

If you need to order power for your booth or extra lighting please do so directly from the Savannah International Trade & Convention Center website. Please visit: www.savtcc.com to place your order directly with them.

HostSouth Contact – Colleen Reynolds - colleen@hostsouthes.com - 912.232-6373
Or Johanne@botany.org