

**Group Name:** 2017 NARMH Conference  
**Convention Dates:** September 7-8, 2017



## Exhibitor Form

Please return this form to: **CATERING / CS MANAGER**  
via fax#619-275-8932. Please contact #619-275-8900 with questions.

**EXHIBITOR NAME:** \_\_\_\_\_

**COMPANY NAME & ADDRESS:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**PACKAGES:** Packages will be accepted up to 3 business days prior to event at a cost of **\$5.00 per item**. Packages will be stored by the Resort until the Exhibitor picks them up or requests to have them delivered to their booth. **If you choose to bring your boxes with you and a hotel staff member moves for you into the event space, you will be billed \$2.50 per box and \$5.00 per crate.**

**The Resort cannot accept freight shipments including crates and large shipments over 50lbs.** Freight must be consigned through the show management and/or designated subcontractor and shipped to a decorator / drayage company that will deliver on the day the exhibitor move-in. All freight must be delivered during the stated show time and picked up upon conclusion of the event. The hotel does not have storage available for freight shipments. Please contact Conference Services for additional information.

**NOTE: PACKAGES WILL NOT BE DELIVERED UNLESS EXHIBITOR CONTACT IS PRESENT.**

**# OF IN-BOUND PACKAGES EXPECTED:** \_\_\_\_\_

**ADDRESS PACKAGES TO:** **List Company Name and Rep Name Attending**  
Hilton San Diego Resort  
NARMH Conference  
1775 E. Mission Bay Drive  
San Diego CA 92109

**OUT-BOUND PACKAGES:** \_\_\_\_\_ (Estimated count, exact number determined on-site)

All outbound packages will be shipped out of the security office. It is recommended that exhibitors utilize their own shipping account number as additional fees will be associated with using the Resorts accounts. Fed Ex has a daily pick-up at 5:00pm Monday-Friday. If you use another shipping company, please schedule a pick-up directly with the shipping company.

**ELECTRICAL:** \_\_\_\_\_ **STANDARD POWER, 120 V/20amp SERVICE - \$100.00**  
**(one connection or power cord)** In addition: # \_\_\_\_\_ Power Strips - \$25.00 each

**Audio Visual Requirements:** \_\_\_\_\_

**High Speed Internet @ \$250/ day per hook up**  **DID Telephone Line @ \$150/install plus calls**

For additional electrical needs, please contact, at #619-275-7971

**For additional audiovisual needs, please contact the Director of Audio Visual at 619-275-7971**

**PAYMENT METHOD:**  **MASTERCARD**  **VISA**  **AMERICAN EXPRESS**  **DISCOVER**

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Card Holders Name: \_\_\_\_\_

I hereby authorize the Hilton San Diego Resort to utilize my credit card for the detailed billing as noted above.

**SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_