



## Exhibitor Information

The 2009 GLOBE Annual Meeting and Professional Development Workshop will take place at the Hyatt Regency Hotel in Calgary, Alberta, Canada, 2—7 August 2009. For complete information, on the conference events, please see [www.globe.gov/page?calgary2009](http://www.globe.gov/page?calgary2009)

### Exhibit area and specifications

Exhibits will be located in the pre-function area, immediately outside the ballroom where plenary sessions are held. This common space will receive heavy traffic by participants during early morning breakfasts, meeting breaks, and lunches.

A map of the exhibit is included in this information. To order booth supplies and arrange for shipping, please follow the instructions in the SGSS exhibitor info package.

### Exhibit schedule

Exhibitors may begin setting up on the morning of Sunday morning, 2 August, at 10:30 am and are expected to complete their booth set-up by 4pm. The opening reception highlights the exhibits and posters on Sunday, 2 August, from 5:00 to 8:00 pm.

Exhibits may remain open through 5 pm (17:00) on Tuesday, 4 August. All exhibit materials should be removed no later than 8 pm on Tuesday evening, or additional charges may be incurred with the show decorator. Exhibitors may announce winners of door prizes or other conference incentives at the GLOBE Annual Banquet, to be held at the hotel on Thursday, 6 August, at 6:00 pm.

### Fees

The fee for use of each exhibit space at the conference is \$650. Please use the registration form in the Sponsors and Exhibit packet to register your booth. If you have a preference for a specific booth location, please note that on the form. Please note that Booths 15—18 are not available for rental at this time.

A registration fee of \$200 will be charged to exhibitors who wish to participate in the meeting, including meals, from Sunday evening through Tuesday lunch. Exhibitor representatives are welcome to participate in the full Annual Meeting and Professional Development Workshop by registering online and paying the participant registration fees.

### Contact and Shipment

Arrangements for set-up, booth rentals and shipment should be confirmed with St. George Show Service as detailed in the SGSS exhibitor info package.

Exhibitors may contact Ms. Paula Robinson in the GLOBE Program Office, <[probinso@globe.gov](mailto:probinso@globe.gov)>, Tel 303-497-8908, with additional questions.