



**Important info for exhibitors**

**Exhibit Hours:**

Friday, September 9<sup>th</sup> – 7:00 am – 5:00 pm  
Saturday, September 10<sup>th</sup> – 7:00 am – 12:00 pm

**Set-up begins on Thursday evening, September 8<sup>th</sup> after 6:00 p.m.**

If you require additional set-up time, please contact us, and we will assist in any way we can. Exhibitors should expect participants to begin arriving at 6:45 a.m. both days. The exhibition area will be secured. However, vendors are discouraged to leave any valuable items, such as laptops or phones unattended.

**Break-down of exhibits must be completed by 12:00 p.m. on Saturday, September 10th**

Exhibitors are responsible for supply, set-up, take-down, delivery, and any additional costs of display needs beyond the standard table.

**If you require electricity or have any other special needs for your display, please contact Paul Wermuth at [paul.wermuth@encoreglobal.com](mailto:paul.wermuth@encoreglobal.com) or 215-564-7835**

**Shipping Information**

*(Please label all boxes with the following information)*

Sofitel Philadelphia  
120 South 17<sup>th</sup> Street  
Philadelphia, PA 19103  
Attention: Valerie Kilgannon

HOLD FOR CONFERENCE  
**Philadelphia Cardiovascular Summit**

[YOUR COMPANY] [REPRESENTATIVE'S NAME]

Package # \_\_\_\_\_ of \_\_\_\_\_

**Please do not ship any materials to the venue before Monday, September 5<sup>th</sup>**

**Notice: only those individuals with a name badge identifying them as an "EXHIBITOR" may staff the exhibit hall tables. Those registered as an "industry attendee" are not considered "exhibitors"**