



Set-up and Registration:

You may arrive and set up anytime after 1:00 PM on Wednesday, June 22nd. Please go to the Main Lounge in Memorial Union to check-in and receive your exhibitor badge.

Packages and Shipping Address:

Wisconsin Union
Arabidopsis Conference Services
800 Langdon St
Madison, WI 53706

Due to limited storage, we cannot receive packages before June 21st.

If you are shipping your crates to the Union, please keep packages below 50 pounds as we do not have a forklift to accommodate heavier packages. If we receive your package and it is above this weight limit, it will be shipped back.

On the day of check-in, the Union will be unable to provide staff to help unload and set-up equipment so please plan accordingly.

Elevator Sizes:

Weight Capacity: 2500 pounds
Door: 46" wide x 84" high
Cab: 72" wide x 47" deep x 88" tall

On-Site Contact:

Christine Shidla
(608) 265-9090
arabidopsis@union.wisc.edu

Exhibitor Space:

Each exhibitor will be provided with a 6' x 2.5' table. If you choose to bring your own booth, you are allotted a 6' x 3' space. Each table comes with a white table cloth and black skirt. Extension cords and power strips Available upon request.

May 9th Deadline:

- Advertisement/Logos based on level
- Name of Representative
- Banquet RSVP and payment
- Cost is \$50
- Can pay by credit card or check

Take Down on Saturday:

You will be able to break down your booth after the last session on Saturday at 2:00 PM. No conference staff will be available to assist after 4 PM and everything must be broken down by 6 PM— the time of the banquet on Saturday.

Lodging:

We have rooms blocked off at the Doubletree which is 0.5 miles and a 7-10 minute walk to Memorial Union.

Please call **Amy M. Kucharik** at 608-251-5532. Please call by Friday, May 6th.

Poster Session times: *

Thursday: 9 –11 PM
Friday: 9 –11 PM
Saturday**: 12 –2 PM

You are welcome to be at your booth during other conference times as well.

*The poster sessions will not be located in a lockable room so please use your discretion when not attending your booth.

** Lunch for exhibitors will be available at 11:30am to allow you to staff your booth in time for the poster session.

Correction to the website:

Carpet cannot be purchased through us.

Fun Run

There will be a 5K Fun Run on Saturday morning that you are welcome to join. More details will be

Wireless Access:

Upon check-in, each exhibitor will be given an ID and password in order to log into our wireless network.



Wisconsin Union
Experiences for a lifetime