

OCEANS'14 MTS/IEEE St. John's Exhibitor Bulletin #1

To All OCEANS'14 St. John's Exhibitors:

This is the first of several Exhibit Bulletins you will be receiving from me between now and the conference in September. Please do not hesitate to call or email me with any questions you may have.

1. Hotel Room Reservations

The reservations links for the hotels in St. John's is open and accepting hotel reservations.

You can access the hotel link from the OCEANS'14 MTS/IEEE St. Johns website at

www.oceans14mtsieestjohns.org/main.cfm/EID/18/Hotels/

2. Exhibitor Kits - the Exhibitor Kit for ordering furnishings, carpet, electrical, etc., will be emailed to you Mid June in pdf. It will also be posted on the website. The official contractor for the show is Eastern Audio. If you have any special design needs other than the standard orders, let me know and I will forward you to my Eastern Audio contact.

3. Exhibit Hours - the hours for set up, exhibits and tear down are as follows:

Move In

Sunday, **September 14** - 12 noon to 6:00 pm

Monday, **September 15** - 7:00 am to 7:00 pm

Exhibit Hours

Tuesday, **September 16** - 10:00 am to 7:00 pm (includes Exhibitor Reception)

Wednesday, **September 17** - 9:00 am to 5:00 pm

Thursday, **September 18** - 9:00 am to 3:30 pm

Tear Down

Thursday, **September 18** - 3:40 pm to 7:00 pm

4. Exhibitor Registration - You will all receive an email soon from

info@oceans14mtsieestjohns.org This email has your exhibitor **passcode** which you will need to access your exhibitor registration. Complete instructions are on the email, however, yell with any

questions. This is the direct link to the Registration page :

<http://www.oceans14mtsieestjohns.org/exhibitor/register>

5. **Final Program Listing** - This year, same as last, you will be inputting your program listings through the exhibitor registration website along with your exhibitor registration. Please make sure you input your listing. AND CHECK YOUR ADDRESS, PHONE, EMAIL as that will be what appears in the Final Program. **Even if you are not ready to register your exhibitor personnel, please go into the website and input your Profile (Program Listing). The deadline for program information to be included in the Printed Final Program is August 1, 2014.**

Your listings are due by July 31st so even if you aren't ready to do your registration, please go online and fill in the Profile information

6. **Patron Opportunities** - We still have many good patron opportunities available. Take a look at the Patron section on the website at www.oceans13mtsieestjohns.org for more information.

I am looking forward to working with all of you for OCEANS'14 MTS/IEEE St. Johns and please contact me if you have any questions.

Sue Kingston

OCEANS 2014 MTS/IEEE St. Johns

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