

## TRB 18th Biennial National Harbor Safety Committee Conference – Exhibitor Information

Exhibitors will be provided:

- One 6' draped table
- Two chairs
- Basic WiFi

Signs and pop-up displays are permitted only if they keep within the foot print of the provided 6' table. Each table will have a tent card identifying your assignment.

Exhibits are open Monday afternoon through Wednesday morning. TRB encourages you to attend sessions as your schedule permits. The schedule are as follows:

### Setup:

Monday, June 13, 10:00am – Noon

### Exhibit Hours:

Monday, June 13, 3:30pm – 7:30pm

Tuesday, June 14, 7:30am – 4:00pm

Wednesday, June 15, 7:30am – 10:30am

### Dismantle:

Wednesday, June 15, 10:30am – 2:00pm

### Peak Exhibit times:

|           | Cont. Breakfast           | Mid-Morning Break | Lunch                           | Afternoon Break | Reception     |
|-----------|---------------------------|-------------------|---------------------------------|-----------------|---------------|
| Monday    | <b>Setup</b> 10:00am-Noon |                   | No Lunch                        | 3:30pm-4:00pm   | 5:30pm-7:30pm |
| Tuesday   | 7:30am-8:30am             | 10:00am-10:30am   | Noon-1:30pm                     | 3:00pm-3:30pm   |               |
| Wednesday | 7:30am-8:30am             | 10:00am-10:30am   | <b>Dismantle</b> 10:30am-2:00pm |                 |               |

**Security will not be provided. Please be sure not to leave items of value unattended since the exhibit is located in public space.** TRB and the Boston Park Plaza are not liable for damage or loss to exhibitor's property through theft, fire, accident, or any other cause. Exhibitors should insure their exhibits and display materials. TRB will not assume liability for any injury that may occur to conference attendees, exhibitors or their agents and employees, or others. The exhibitor shall indemnify and hold harmless TRB and their respective employees, agents, representatives, and contractors for any and all claims, losses, costs (including reasonable attorneys fees and costs), damages and/or injury to property and persons (including death).

TRB reserves the right to make final decisions for any and all exhibit matters not specifically covered herein that may arise.