NATIONAL ACADEMIES Sciences Engineering Medicine

TRB TRANSPORTATION RESEARCH BOARD

Thank you for signing on to the Transportation Research Board CONFERENCE TITLE on CONFERENCE DATES, in CONFERENCE CITY, STATE. I will be your TRB contact onsite. As an Exhibitor, you are receiving:

- one registration
- one 6' draped table
- two chairs
- listing in the printed program

Each table will have a sign identifying assignments. Signs and pop-up displays are permitted only if they fit on top of the provided 6' table.

Exhibits are open **START DATE – END DATE**. TRB encourages you to attend sessions as your schedule permits. The schedule is as follows:

Peak Exhibit times: EDIT TO MATCH YOUR TIMES/BREAKS

	Continental Breakfast	Mid-Morning Break	Lunch	Afternoon Break	Reception
Sunday				**Setup** 1:30pm-4:00pm	
Monday	7:30am-8:30am	10:00am-10:30am	Noon-1:30pm	3:00pm-3:30pm	
Tuesday	7:30am-8:30am	10:00am-10:30am	Noon-1:30pm	**Dismantle 1:30pm-3:00pm**	

Security will not be provided. Please be sure not to leave items of value unattended since the exhibit is located in public space. National Academy of Sciences and CONFERENCE VENUE 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. National Academy of Sciences 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 National Academy of Sciences and its respective employees, agents, representatives, and contractors for any and all claims, losses, costs (including reasonable attorney's fees and costs), damages and/or injury to property and persons.

Address exhibit-related materials to:
SHIPPING ADDRESS VERIFIED BY VENUE

DO NOT SHIP TO ARRIVE BEFORE DATE. All boxes should be numbered (1 of 4, 2 of 4, etc.). NOTE ANY SHIPPING FEES, ADDITIONAL SHIPPING INFO HERE

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

We look forward to seeing you in CONFERENCE CITY!

APO CONTACT INFO