



LEVERAGING PSYCHOLOGICAL SCIENCE TO IMPROVE THE WORKPLACE

Sponsorship Information Sheet

Exhibit Location: Grand Ballroom Foyer (Level 2)

Exhibit Load In: Wednesday, February 6th from 7:00pm – 9:00pm

Exhibit Load Out: Saturday, February 9th from 3:00pm – 5:00pm

Shipping Information:

Name of guest Receiving Shipment:

Name of Convention: SCP/SPIM Joint Meeting

Dates of Convention: February 6-10, 2018

Box #

Deliver to Grand Ballroom Foyer: ** Please list company name for easy distribution onsite.**

Hotel Event Manager: Caroline Koch

HOSPITALITY SUITE SCHEDULE

Location: Post Oak (Level 2)

Thursday

LWF – 9:15am - 10:15am

MRG – 12:20pm – 1:20pm

Denison – 3:00pm – 4:00pm

Friday

Hogan – 12:00pm – 1:00pm

Saturday

MHS – 9:00am – 10:00am

IMPORTANT DATES

Ad for Program Due: 12/28/18

Logo Due: 1/15/19

Promo Item for Bag: Ship to hotel by 2/1/19 and clearly mark “SPONSOR INSERTS”

Hospitality Suite Food & Beverage: Orders due by 1/15/19 to Natalie natalie@nhsglobalevents.com

Exhibits Manager: Liz Woodward, 773-331-0457 (cell), liz@spim.org