



ATTENDEE INFORMATION

First name:	Last Name:	Middle:	Job Title:
Company Name			Email:
Street address:			Phone no.: ()
City:	State:	ZIP Code:	Country:

COST & ACCOMODATIONS

Registration Fee: The exhibitor meeting costs \$30. **An invoice will be sent upon receipt of registration, payment is due by January 6.**

What's Included: Networking happy hour on Wednesday and breakfast & lunch on Thursday are included. Transportation to/from the convention center and the Freeman facility will be provided by Freeman. Travel to/from and accommodations for your stay in Dallas are at your own expense.

Accommodations: A reduced rate of \$199 is available at the Omni Dallas, which is connected to the convention center.

Location: **Omni Dallas** 555 S. Lamar; Dallas, TX 75202 (214-744-6664)

Rate: \$199/night (plus tac)

Online Reservations: www.omnihotels.com/hotels/dallas/meetings/ieee-pes-t-d-exhibitor-meeting

Phone Reservations: (800) 843-6664, mention IEEE PES T&D Exhibitor Meeting

Deadline: To utilize this discount, reserve your room by December 30.

PLEASE COMPLETE

To help us continue to develop this program as an exhibitor resource, please check all that apply to you:

- I am a new trade show contact for my company
- My company has never exhibited at T&D
- My company HAS exhibited at T&D before
- I wanted to learn about the exhibitor services offered
- I wanted a tour of the Kay Bailey Hutchison Conv Ctr
- I'm attending for a reason not listed. Please specify:

SCHEDULE OF EVENTS / YOUR ATTENDANCE

Please check the boxes below for the events you plan to attend

Wednesday, January 20 Omni Dallas Hotel Bar			
<input type="checkbox"/> 5:30 – 6:30 pm	Networking Happy Hour		
Thursday, January 21 Kay Bailey Hutchison Convention Center			
8:30 – 9:15 am	Breakfast		
9:15 – 10:15 am	Contractor Panel: Representatives from official show vendors including Freeman, CDS (registration & lead retrieval), Convention Center, Smart City and Centerplate will discuss your booth set-up and a variety of show services. Please indicate your preferred option		
10:15 – 11:00 am	<table border="0"> <tr> <td><input type="checkbox"/> Option 1: In-depth Q&A w/ Vendors Time for the seasoned exhibitors to ask detailed questions to the vendors and/or show management.</td> <td><input type="checkbox"/> Option 2: Tradeshow 101 Review of T&D exhibitor manual and tips to help new trade show managers navigate the pre-show planning as well as on-site suggestions.</td> </tr> </table>	<input type="checkbox"/> Option 1: In-depth Q&A w/ Vendors Time for the seasoned exhibitors to ask detailed questions to the vendors and/or show management.	<input type="checkbox"/> Option 2: Tradeshow 101 Review of T&D exhibitor manual and tips to help new trade show managers navigate the pre-show planning as well as on-site suggestions.
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11:00 am – 12:00 pm	Tour the convention center: Review the space we will be using and potential traffic flow.		
<input type="checkbox"/> 12:00 – 1:00 pm	Lunch		
<input type="checkbox"/> 1:00	Depart for Freeman Facility Tour		
<input type="checkbox"/> 1:30 – 3:00 pm	Freeman Facility Tour: Take a behind the scenes tour at Freeman Fabrication and graphics facilities. This back of house visit will showcase the creative and booth building capabilities		
<input type="checkbox"/> 3:00 pm	Hotel Return Shuttle (Please select if transportation needed to Omni)		

For Planning Purpose: Estimated Travel Times (based on minimal traffic)

	From Convention Center	From Freeman Facility
To DFW:	20 - 30 min	15-20 min
To Love Field:	20 – 25 min	35-45 min
To Omni / Convention Center:	NA	30-40 min

SUBMIT YOUR FORM

Return this form by e-mail or fax not later than January 6, 2016.

SEND FORM TO:

shawn@cemllc.com
(866) 936-6708 (fax)