REVEALING THE NEW WORLD OF HR

Innovating in Today's Economy

Welcome Sponsor and Exhibitors!

We are pleased that your organization will be exhibiting at the **2009 HRABC "Revealing the New World of HR" Conference and Exhibition,** scheduled to take place on **Wednesday, October 14, 2009, between 7:30AM – 4:30PM.**

We have attached several documents to help ensure a smooth conference. You will find included with your package an Exhibitor PDF which has labeled site maps, and certain vendor forms to assist with exhibitor requests for electrical, internet and audiovisual services.

Conference Address:

Broward County Convention Center
1950 Eisenhower Blvd
Ft Lauderdale, FL 33316
****Please note you must bring your Drivers License to convention center**

Sponsor/Exhibitor Liaison:

Mike Eastlack
Michael.eastlack@benefitfocus.com
(561) 542-2566 (Cell)

List of Attendees:

Please provide a list of exhibitor attendees to Mike Eastlack no later than Monday, October 5th. All attendees will have badges provided during registration.

HRABC
HUMAN RESOURCE ASSOCIATION OF BROWARD COUNTY

October 14, 2009
8:00 AM - 4:00 PM
Broward County Convention Center
Ft. Lauderdale

AFFILIATE OF SHRM
SOCIETY FOR HUMAN RESOURCE MANAGEMENT

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Booth Setup:

Exhibitor move-in /booth set-up is scheduled for **Tuesday, October 13, 2009 between 4:00PM -6:00PM.** Requested conference vendor services will be set-up at that point (electrical, internet and audiovisual). If you are unable to attend booth setup on Tuesday, the exhibitor hall will open between 6:00 -7:00 am on Wednesday the 14th for final setup. When unloading your booth materials, you may access the loading dock behind the building.

Booth Location:

Booth locations will be assigned based on sponsorship tiers. If you are a Silver, Gold or Title sponsor please provide me with your top 5 booth locations no later than Monday, October 5th and we will make every attempt to place you in one of these locations. If you are a Bronze sponsor, your booth will be assigned and the location will be sent to you by Wednesday, October 7th.

Audio/Visual, Internet and Electrical:

Attached are the forms for the convention center's vendors for A/V, Internet and Electrical. Please note that the typical 14-day advance requirement for these services has been reduced to a 7-day advance, so you will need to secure these services by Wednesday, October 7th in order to receive the advanced notice discounts.

Conference Opening:

Exhibitors should arrive for exhibitor registration between 7:00-7:30AM; attendees will arrive at 7:30AM for networking and a continental breakfast held in the Expo Hall. Opening Session will begin promptly at 8:30AM.

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Parking:

One Parking voucher per vendor will be available at exhibitor registration. Additional cars will require cash payment at time of departure.

Breakfast Keynote:

Exhibitors may attend the breakfast and breakfast keynote session.

Lunch Keynote:

Exhibitors receive between 1 and 4 complimentary attendees to the lunch keynote session, depending on level of sponsorship. Below are the sponsorship levels, please refer to your payment receipt to determine yours:

Bronze Sponsorship:	1 attendee to the lunch keynote
Silver Sponsorship:	2 attendees to the lunch keynote
Gold Sponsorship:	3 attendees to the lunch keynote
Title Sponsorship:	4 attendees to the lunch keynote

Additional lunch attendees may be purchased for $50.00, pending availability. This also includes an additional Parking Pass. Please provide a count of additional lunch attendees to Mike Eastlack by Wednesday, October 7th.

Attendee Bag Gifts:

Gifts for the attendee bags must be provided to HRABC in advance. If you have a gift to include in the attendee bags, you must bring them to the Jobing.com office at 6600 N. Andrews Ave., Suite 500 Fort Lauderdale, FL 33309 no later than Noon on Wednesday, October 7th.

Raffle Items:

HRABC will allow for raffles items to be given away after the event. Please provide a method for collecting business cards or contact information for your raffle. We will hold the raffle during the post-event networking.

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