

Exhibitor Information

2022 Health & Human Services Summit

Event Details: The Summit Exhibit floor will be open for participants from 10:00 a.m. to 3:00 p.m. on **Wednesday, May 11th, 2022**. The Summit will be held at the Ocean Center, 101 N. Atlantic Ave. Daytona Beach, FL 32118. The Summit will be in the Conference Center area of the Ocean Center, which is the east section of the facility facing Atlantic Avenue.

Exhibitor Accommodations: All registered exhibitors will be provided with an eight-foot rectangular banquet table and two chairs per table. You may order up to 3 exhibit spaces and tables for your organization. The tables do not have drapes. If you have standing signs or other items that require floor space, we suggest you order an additional exhibitor space. No tents or canopies will be permitted. Electricity is not provided.

Parking: Parking will be available at the Parking Garage adjacent to the Ocean Center (regular pricing) or the other Ocean Center parking lots (flat fee of \$10). Each exhibiting organization will receive one complimentary, non-transferrable parking pass.

Setup Details: Exhibitors may arrive any time after **8:30 a.m.** on May 11 to set up their display. The east entrance of the Ocean Center can be used for loading and unloading of exhibitor materials (entrance on Earl Street). You may bring your own carts or hand trucks to unload. Vehicles must be removed after loading/unloading—unattended cars will be towed at the owner's expense. **ALL EXHIBITORS MUST COMPLETE THEIR SET-UP ACTIVITIES NO LATER THAN 9:45a.m.**

Other Exhibitor Requirements: All exhibitors must staff their tables/displays at all times. We respectfully request that exhibitors not leave the Summit prior to 3:00 p.m. No animals or outside food are allowed in the Ocean Center, but food/drinks will be available for purchase.

Participant Materials: We suggest that you bring flyers, brochures, referral forms, educational materials, and business cards to share at your table. We expect to see more than 500 participants this year—so please bring enough material to share!

