

## Exhibitor Newsletter

We hope all our exhibitors and sponsors are having a great wrap-up of 2022!

As the year draws to a close, we want you to know how thankful we are for your support of the Offshore Technology Conference. All 13 organizations that make up OTC wish you a wonderful Holiday season and a bright start to 2023.

Below are some important deadlines as well as information to help in planning your booth space for 2023.

- [VISIT THE EXHIBITOR RESOURCES PAGE](#) - Visit the Exhibitor Resources page to place orders, determine your drayage rates, view information about the marshalling yard, move-in days/times, guest passes and more. **The resources page is your one-stop information central!**
- Review all [RULES AND REGULATIONS](#): OTC Rules and Regulations and Booth Specifications (ie: these outline sightline violations, back wall height restrictions, etc.)
- Apply for [SPOTLIGHT ON NEW TECHNOLOGY](#): Applications close Tuesday, 13 December 2022. Apply today! **\*must be a current exhibitor with spotlight fee paid in full**
- [DRAYAGE RATES ARE AVAILABLE](#). If you have questions regarding what is considered equipment or regarding rates, please contact Freeman directly.
- **NEW FOR 2022:** All exhibitors will receive **20 free Guest Invites** - Invite partners and customers to join you at OTC! \*Guest Invites will be available mid-late January

## Important Dates:

- **13 December 2022** - [Spotlight on New Technology® Application](#) Deadline
- **January 2023** - Housing and Registration to Go Live
- **January 2023** - More vendor order forms to arrive on Resources Page
- **10 January 2023** - 100% Booth Space Balance Due
- **11 January 2023** - Space rate increases from USD 42 to USD 44 per square foot for center space
- **20 March 2023** - Multi-Level Booth Designs must be emailed to the Fire Marshal for approval.
- **20 March 2023** - EAC Agreement Due (from 3rd Party Contractors)
- **5 April 2023** - Add/Update Company Profile for Online Listing

Happy Holidays, OTC Exhibits and Sales