



Exhibitor Newsletter ~ We're almost there!

The following information is important for your success at OTC. If you are not the person who should receive this information, please feel free to send it to the onsite contact or person handling logistics for your booth.

Top Sponsorships to Boost Your Brand

- Inside Back Cover – Schedule of Events Program
- Ads for the Digital Conference Program
- Shared Digital Entrance Unit – Hall D (1, 2, or 3 minute ad)
- DAAE Presenting Sponsor

Contact your OTC representative for details ~ sales@otcnet.org

Important Dates:

- **18 March 2024** - Multi-Level Booth Designs must be [emailed to the Fire Marshal](#) for approval.
- **18 March 2024** - [EAC Agreement](#) Due (from 3rd Party Contractors)

Exhibitor Registration is open! use your company password to login: ##CompanyPassword##

[CLICK HERE to register your staff](#)

Visit the Exhibitor Resources Page for order forms, deadlines, and information about your booth space at OTC. This page houses ALL the important information you need to have a successful event! Please check it out.

[Visit the EXHIBITOR RESOURCES PAGE](#)

Target move-in information and Exhibition Schedule: Important information on what day you can begin setting your booth, times you can access the floor on show days, etc. All booths must be fully set by 1700 hours on Saturday, 4 May 2024. **NRG Park is closed to all exhibitors on Sunday, 5 May 2024.**

[EXHIBITION SCHEDULE](#)

[TARGET MAP](#)

If you are NOT utilizing Freeman labor or POV drop-off *there is no Freeman labor or POV doors available Monday (opening) morning*** and are NOT able to begin set-up until Saturday, 4 May 2024 after NOON, you MUST notify Show Management via the [Late Set-Up Notification form](#).**

Ensure you are prepared to pay drayage costs for your booth. If you have questions about weight or pricing, please contact Freeman directly.

[Drayage rates are AVAILABLE](#)

All exhibitors will receive **20 free Guest Invites** - Invite partners and customers to join you at OTC!

[CLICK HERE to login and invite guests](#)

- **1 April 2024** - Add/Update Company Profile for Online Listing