

#AHA23

AHA SCIENTIFIC SESSIONS

2023 | Planning Meeting



AGENDA OVERVIEW

Hello & Welcome!

Sponsorship Opportunities & Marketing Toolkit

Pennsylvania Convention Center

General Service Contractor – Freeman

Open Q&A



SPONSORSHIP, BUSINESS SUITES & TOOLKIT

01

#AHA23



MARKETING & SPONSORSHIP

Ascend Media

Meeting News & Navigation

Daily Newspaper

On-Site Meeting Guide

AHA Mobile Meeting Guide App

AHAtv

Attendee Welcome Guide

Conference Coverage Website

Symposia Schedule and Locator Guide

Poster Hall Map

Conference Bag Inserts

\$1,500 - \$80,000

Email Marketing

Exclusive Exhibitor Emails

Morning Agenda Emails

ePreviews

eHighlights

\$9,310- \$55,000

Convention Center Sponsorships

Ad Banners

Coffee Breaks

Column Wraps

Charging Stations

Escalator Graphics

Window and Door Clings

Park Benches

Digital Signage

Wi-Fi Sponsorship

\$1,500- \$75,000

MARKETING & SPONSORSHIP

Ascend Media

Onsite Education & Networking

Learning Studios
Health Innovation Pavilion
Roundtables
Meet the Trialists
Poster Reception
Conference Coverage Website
Symposia Schedule and Locator Guide
Poster Hall Map
Conference Bag Inserts

\$25,000 - \$75,000

Hotel Room Marketing

Doctors Bag
Individual Hotel

\$15,690- \$45,000

Hotel Sponsorships

Lobby Column Wraps
Lobby Elevator and Escalator Clings
Concierge Desk
Hanging Banners

\$8,000- \$25,000

BUSINESS SUITES

Standard Business Suite

For individual or group meetings or hospitality. Furniture is not included and should be ordered separately to fit your needs.

Rates:

- 10' x 10' Business Suite: \$4,250
- 10' x 20' Business Suite: \$7,500
- 20' x 20' Business Suite: \$15,000

Business Suite – Turnkey

For individual or group meetings or hospitality. Basic furniture package included in the cost

Rates:

- 10' x 10' Business Suite: \$10,000
- 10' x 20' Business Suite: \$16,000
- 20' x 20' Business Suite: \$25,000

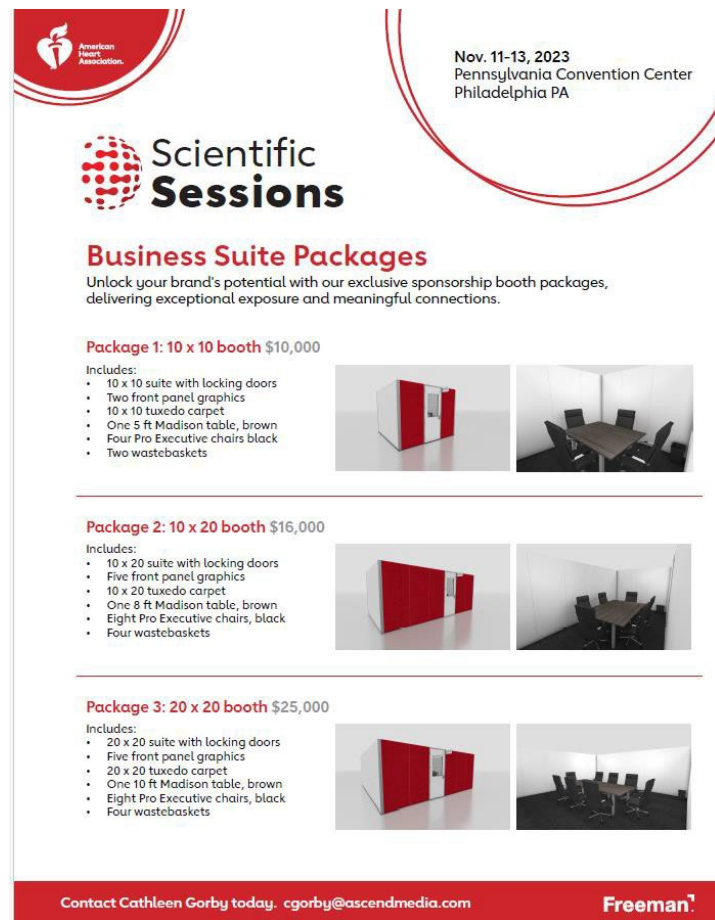
Business Suite – Learning Lab

For educational programming/demonstrations

- Maximum seating capacity = 20
- Electrical and A/V not included and should be ordered as needed
- Your programming is promoted by AHA.

Rates:

- 20 x 20: \$30,000
- 20 x 30: \$37,500
- 30 x 30: \$48,750



Nov. 11-13, 2023
Pennsylvania Convention Center
Philadelphia PA

Scientific Sessions



Business Suite Packages

Unlock your brand's potential with our exclusive sponsorship booth packages, delivering exceptional exposure and meaningful connections.

Package 1: 10 x 10 booth \$10,000

Includes:



- 10 x 10 suite with locking doors
- Two front panel graphics
- 10 x 10 tuxedo carpet
- One 5 ft Madison table, brown
- Four Pro Executive chairs black
- Two wastebaskets



Package 2: 10 x 20 booth \$16,000

Includes:



- 10 x 20 suite with locking doors
- Five front panel graphics
- 10 x 20 tuxedo carpet
- One 8 ft Madison table, brown
- Eight Pro Executive chairs, black
- Four wastebaskets



Package 3: 20 x 20 booth \$25,000

Includes:

- 20 x 20 suite with locking doors
- Five front panel graphics
- 20 x 20 tuxedo carpet
- One 10 ft Madison table, brown
- Eight Pro Executive chairs, black
- Four wastebaskets



Contact Cathleen Gorby today. cgorby@ascendmedia.com

Freeman

PROMOTIONAL TOOLKIT

Hashtags



The official hashtag for 2023 is **#AHA23**.

Use this hashtag when tweeting about the event; this will keep you in the loop and include you in the discussions.

Follow Us



Follow our social media channels listed below for the latest conference and AHA science developments.

AHA Meetings – [Facebook](#) | [Twitter](#)

AHA Science News – [Facebook](#) | [Twitter](#)

Tell a Colleague



Get suggested verbiage to invite your friends and colleagues to attend Scientific Sessions 2023.

[Tell A Colleague template \(docx\)](#)

Social Media Graphics



Share on Social Media

Post about your plans to share your science with the Scientific Sessions 2023 using the post example below.

Post Example:

- Be recognized and rewarded at #AHA23 in Philadelphia, Nov. 11-13. Submit your science by June 8, then apply for awards or travel grants! To learn more visit <https://bit.ly/3pSegR6>
- Claim your spot in one of the 17 early career competitions at #AHA23 in Philadelphia, Nov. 11-13. Submit your science by June 8, then apply! To learn more visit <https://bit.ly/3pSegR6>

[Social Media Images](#) >

[Professional Toolkit Link](#)

Cathleen Gorby

913-344-1305

cgorby@ascendmedia.com



PENNSYLVANIA CONVENTION CENTER

02

#AHA23



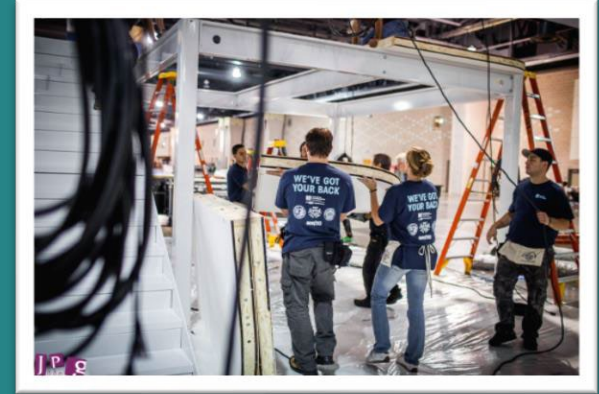
WELCOME

Exhibiting at the Pennsylvania Convention Center



Exhibiting at the Pennsylvania Convention Center

- Exhibitor Appointed Contractor (EAC)
- Personally Owned Vehicles (POVs)
- Booth Safety Guidelines
- Computers
- Exhibitor Rigging
- Internet
- Product and Literature
- Audio Visual
- Food & Beverage
- FAQs
- Exhibitor information can be accessed at any time at:
<https://www.paconvention.com/exhibitors>



- ✓ **Customer Satisfaction Agreement governs the work rules and expected level of service on all events at the PCC.**
- ✓ **15-year agreement offering labor stability through May 2034 and enables the General Service Contractors and other service providers to partner with labor to improve all areas of the show experience.**
- ✓ **Exhibitor rights have been established in the agreement that allow for unprecedented options for exhibitors not matched in other facilities.**

Labor Agreement



ELECTRICIANS

- Streamlined and efficient jurisdictions that are clearly defined.



LABORERS

- Skilled and capable workforce.



RIGGERS

- Continuous hospitality training.

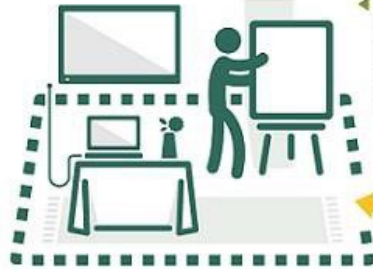


STAGE HANDS

www.tricolift.com

Enhanced Exhibitor Work Rules

Progressive work rules and streamlined services provide our customers with just the right amount of flexibility and independence they need, resulting in greater cost efficiencies and a better overall customer experience.



Within your booth area or show space, full-time employees of the Exhibiting Company (as long as there is **not an EAC Contracted** for the booth setup/dismantle) have the freedom to setup and tear down your display, hang graphics and signage, install floor coverings, and install non-rented AV equipment including tablets for **non-public use without limitation to booth size**.

Place, move, and remove your own easels, signs, and poster board materials.

Open boxes, stock shelves, setup, plug in, hang up, and freely distribute your non-bulk products/literature within your booth or show space.

Use your own dollies, luggage carriers, non-hydraulic carts, and two-to-four-wheel hand trucks.

Drive your non-commercially registered personally owned vehicle to a designated area to unload.

VEHICLES THAT QUALIFY:



VEHICLES THAT DO NOT QUALIFY:



Use your own power tools and ladders (up to 6 feet) to setup and tear down exhibits.



Progressive work rules and streamlined services provide our customers with just the right amount of flexibility and independence they need, resulting in greater cost efficiencies and a better overall customer experience.

Exhibitor Appointed Contractors



Exhibitors may contract with Exhibitor Appointed Contractors (EACs) to supervise the installation and dismantling of the Exhibitor's booth.



Employees of an EAC are NOT exhibitors. Employees of an EAC may not exercise the rights reserved for Customers and Exhibitors as stated in Section V of the Customer Service Agreement. You can access the Customer Service Agreement at

<https://www.paconvention.com/assets/doc/PCC-Show-Labor-Jurisdictions-2019-165c92c7df.pdf>



Employees of an EAC are not permitted to wear Exhibitor badges or to perform Show Labor.

Loading Dock & Personally Owned Vehicles



Exhibitors may unload their Personally Owned Non-commercial Vehicle (POV) at the convention center at a designated area to unload.



Exhibitors booth size is irrelevant when unloading a POV.



Exhibitors may use their own equipment, including but not limited to carts, dollies, luggage carriers and 2-4 wheel hand trucks.



No motorized or hydraulic devices will be permitted. Equipment will not be provided to unload POVs.



Show labor may provide cart service to exhibitors who request assistance loading freight in cart and delivering it from a POV to the booth.



Exhibitors have 20 minutes to unload.

PCC Safety Guidelines for Exhibitors

All Booths:

- A ladder up to 6 feet may be used in accordance with the manufacturer guidelines.
- Battery operated tools can be used according to building safety guidelines. Powder actuated tools, such as Hilti guns and gas-filled nailers, may not be used under any circumstances.
- Vehicle batteries shall be disconnected and re-connected by electricians regardless of booth size.
- Lasers, rotating or still, shall not be permitted.
- Booths or displays may not block fire equipment. Columns, electrical closets and electrical panels must remain accessible at all times.
- The use of restroom sinks to fill and drain in exhibit halls is prohibited. An order for Water & Drain is required through Exhibitor Services.

Product and Literature: All Booths



Exhibitors may open boxes, stock shelves, distribute and set, place, plug-in, hang from hooks product and literature within the booth, excluding the movement of bulk product and literature.



Exhibitors may perform work on their own display equipment after the initial set-up and/or for maintenance. Exhibitors may perform work with their own equipment or machinery, however, the primary power connection shall be provided by the PCC.

Audio Visual



Exhibitors may install and remove audio/visual equipment within the booth, excluding rental equipment.



If an exhibitor needs to rent audio-visual equipment or computers and displays for their booth, direct them to use the appointed Audio/Visual vendor.



The rental price will be comparable to an outside company however the appointed AV vendor, as the contracted show provider of AV, will have technical personnel on property to troubleshoot any equipment-related issues an exhibitor may have in their booth and the labor cost associated with setting and striking your booth equipment will be significantly lower.

Exhibitor FAQs

<https://www.paconvention.com/exhibitors/faqs-exhibitors>

Can I set up my personally owned 40" monitor with DVD player?



Exhibitors can install monitors and AV equipment that is not rented as long as you are a full-time employee of the booth without limitation to booth size.

Can I use a step ladder and a screw gun in my booth?



Subject to building safety guidelines exhibitors are permitted to use ladders up to 6' and power tools (including battery operated) in their booth without limitation to booth size.

Exhibitor FAQs

<https://www.paconvention.com/exhibitors/faqs-exhibitors>



My booth will have stem lighting, can I install them myself?

Exhibitors have the right to install your own lighting without booth size limitation and have not hired an EAC. Lights must be installed by a full-time employee of the booth and they cannot be provided by a rental company or 3rd party. Rental lighting must be installed by electricians. They must be UL/NEC compliant.



Can I also work in my booth if I hire stagehands to install my booth?

Yes, as long as they are full-time employees of the company for more than 6 months and have an exhibitor badge.



Can I unload my own vehicle?

Yes, regardless of booth size and as long as it is not a commercially registered vehicle.

Internet



Free Wi-Fi is available in all public areas of the PCC. It is not available in the exhibit hall. A wired internet drop will need to be ordered if internet access is required in the booth.



Exhibitors can bring their own wireless router to attach to the hardwire internet drop.



Any additional cabling (spider cabling) from the main hub will be run by ASM Electricians.



It is recommended that you supply the Exhibitor Services Department with a rendering and scaled floor plan noting internet drop locations in your booth and/or meeting room.



See booth rendering sample

Online Exhibitor Ordering can be accessed at

https://pcc-web.ungerboeck.com/coe/coe_p1_all.aspx?oc=10&cc=COESOP

Advance Rate Deadline-October 16, 2023

Computer Guidelines



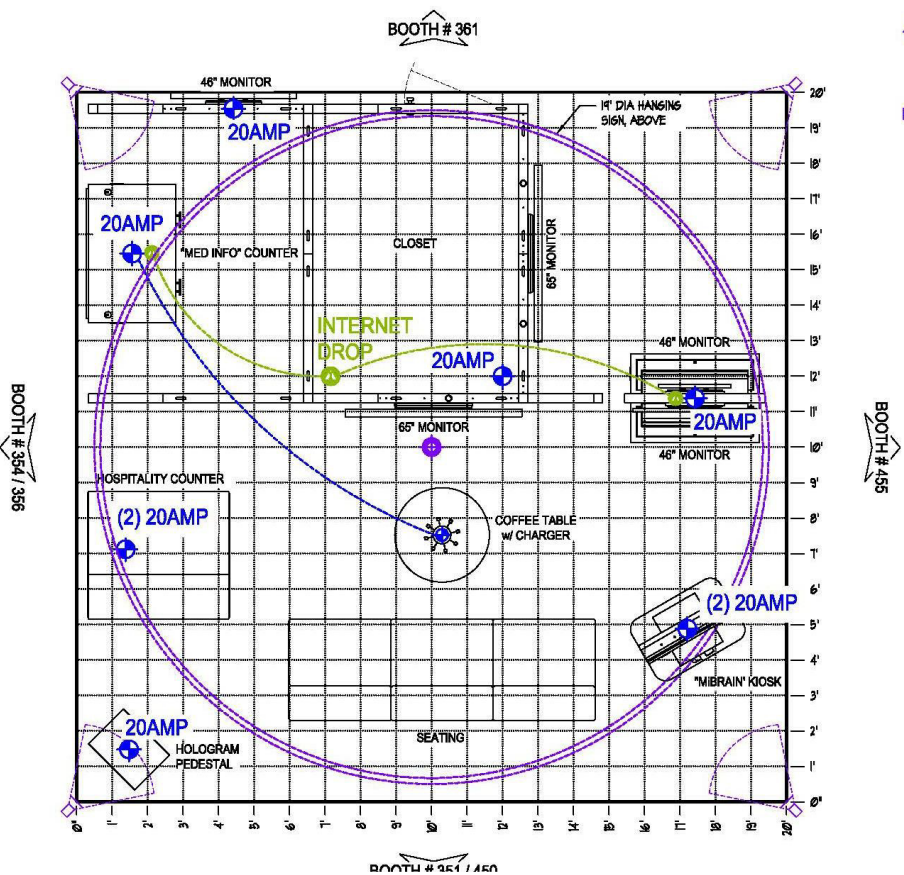
Exhibitors may set up and connect personal owned computers and computer components that required low voltage power supply equipment for non-public use.

- This right shall apply to computers and computer components that are owned by the exhibitors and are not supplied by a rental company.



Rental computers would require set up and removal by show labor(Stagehand).

Sample Plan with Internet Drop Locations



-  = PICK-POINT HANGING BANNER
-  = PARCAN CEILING LIGHT.....4

CLIENT	
AMGEN	
DESCRIPTION	
20x20	
SHOW	
AANP 2017	
LOCATION	
PHILADELPHIA, PA	
SHOW DATES	
06/21/17	
BOOTH NUMBER	
355	
SCALE	
1/4" = 1'-0"	
DATE	DRAWN BY
06/07/17	PE
REVISIONS	
06/07/17	
CAD FILE NAME	
61798_S1	
DRAWING NUMBER	
 <small>BUILDING BRAND ENGAGEMENT</small>	

Electrical Services

AMERICAN HEART ASSOCIATION

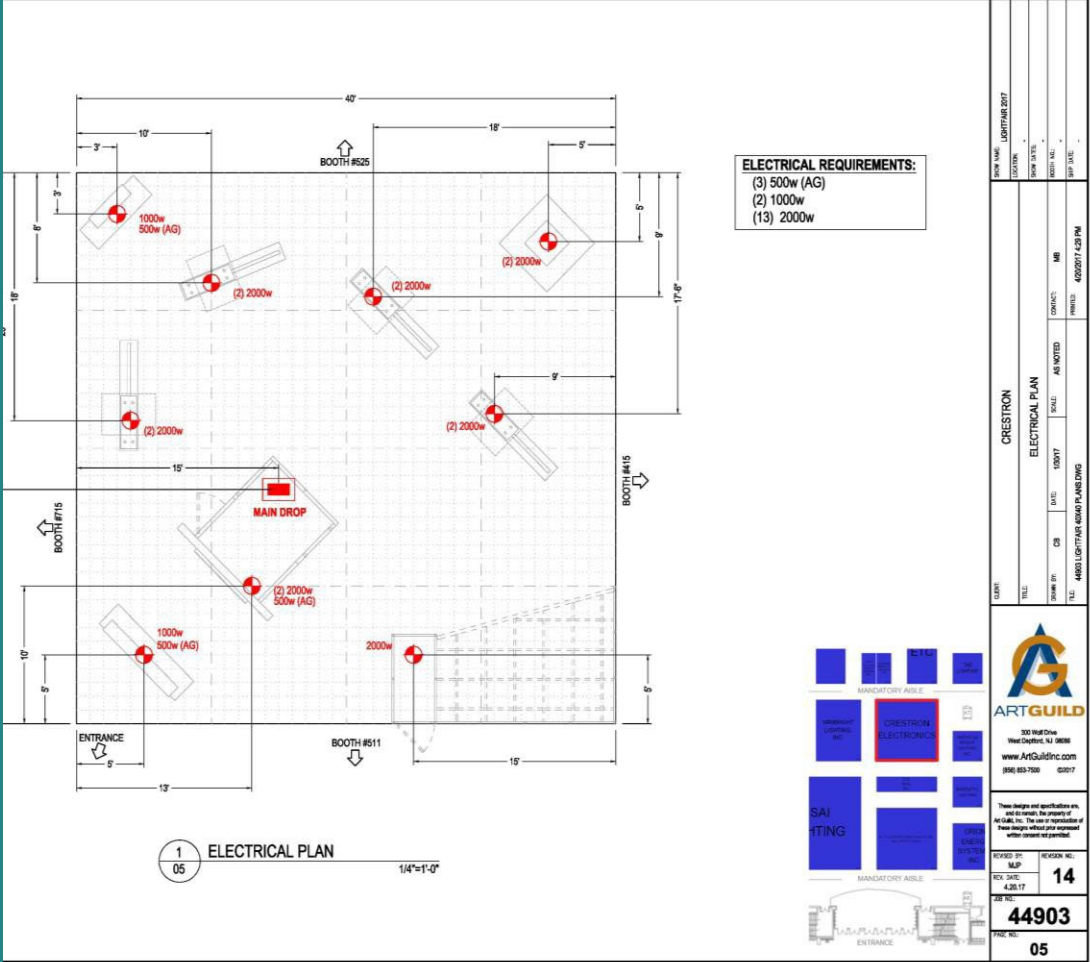
ADVANCED DEADLINE DATE:

OCT 16, 2023

- Electrical Service is not included with booth fee.
- Ordering early saves in costs and improves efficiencies.
 - There is no wait time to start booth build and its many components (floor coverings, etc.) until the electric is installed.
- A rendering and scaled floor plan noting power drop locations in your booth and/or meeting room is recommended.
- All booths where an Exhibitor Appointed Contractor (EAC) or General Service Contractor Labor is utilized, electricians must install all lighting fixtures, lit signage and all other work deemed as electrical jurisdiction.
- Exhibitors are permitted to run cords along drape line and back of booth.
- Exhibitors are NOT permitted to run cords under carpet.
- All exhibitor extension cords within the booth must be grounded 3-wire, 12-gauge UL cords.
- No household ungrounded 2-wire extension cords are permitted.

Sample Basic Floorplan with Measurements

- Electrical locations clearly marked.
- Electrical requirements listed. Number of drops and amps (i.e. 500w, 200w, etc.)



- All hard wiring and/or splicing of lights and electrical equipment requires an Electrical Labor Order and Installation by PCCA/ASM Electrician.
- Labor calls for electricians must be selected as “Under Supervision” OR “Without Supervision” and noted as such on the order form.

<input type="checkbox"/>	Unsupervised Installation	<input type="checkbox"/>	Supervised Installation by Exhibitor/Name:	Cell:
<input type="checkbox"/>	NO	<input type="checkbox"/>	YES	EAC or I&D Company: On-Site POC: Cell:

ELECTRICAL LABOR RATES PER HOUR					
STRAIGHT TIME: WEEKDAYS 8 AM – 4:30 PM		OVER TIME: WEEKDAYS 6 AM TO 8 AM AND AFTER 4:30 PM; ALL DAY SATURDAY		DOUBLE TIME: ALL DAY SUNDAY AND HOLIDAYS	
Regular Rate	\$137.00	Regular Rate	\$205.50	Regular Rate	\$274.00
Show Site Rate	\$163.00	Show Site Rate	\$244.50	Show Site Rate	\$326.00

- If labor will be provided “Under Supervision”, a date and time MUST be provided. “Will Calls” are not acceptable.
- All on-site orders for electric service and labor will be billed at Standard/Show Site Rates and could lead to delays in your booth build.
- Online Exhibitor Ordering can be accessed at:
- https://pcc-web.ungerboeck.com/coe/coe_p1_all.aspx?oc=10&cc=COESOP

STANDARD 110V/120V SERVICE				
<i>Please see Terms & Conditions for additional Info (1.B.a)</i>				
QTY	SERVICE	ADVANCED RATE	STANDARD RATE	TOTAL
	500 watts	\$140.00	\$168.00	
	1000 watts	\$175.00	\$205.00	
	2000 watts	\$225.00	\$270.00	
	24 hr. – 500 watts	\$187.00	\$252.00	
	24 hr. – 1000 watts	\$232.00	\$325.00	
	24 hr. – 2000 watts	\$292.00	\$395.00	
	OTHER	<i>Call for Pricing</i>		

Exhibitor Rigging

- Rental of truss and motors (including its equipment) is exclusive to PCC/ASM.
- Installation of all truss, motors and its equipment is performed by ASM Electricians. Labor is not included in the rental price.
- Rental rates are based on one (1) week installments.
- All electrical suspended elements that require electric for lights and/or rotating motors must be installed by ASM electricians.
- All suspended elements that are dead hung (no lights and/or motors) are the General Service Contractor's responsibility.
- Light for truss can be supplied by the exhibitor or 3rd party vendor, installation will be handled by ASM electricians.
- Operating of motor controllers is performed by ASM electricians.
- All booths using an EAC or General Service Contractor supplied labor will require ASM electricians to wire or install booth lighting regardless of booth size.
- All rules apply to dismantle and move out.

SILVER TRUSS
ALL LENGTHS AVAILABLE



BLACK TRUSS AVAILABLE



STANDARD MOTOR RENTALS
1/4 TON, 1/2 TON &
1 TON

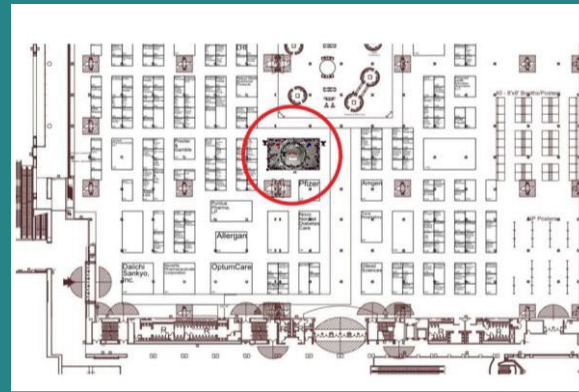


ROTATING MOTOR



**CUSTOM RIGGING ESTIMATES ARE
PREFERRED AND PROVIDED UPON REQUEST
TO
EXHIBITORSERVICES@PACONVENTION.COM
WITH RENDERING AND/OR RIGGING PLANS**

Sample Lighting Plot for Booth Rigging Including Motors and Truss



DRAWING NOTES
Any notes can go here

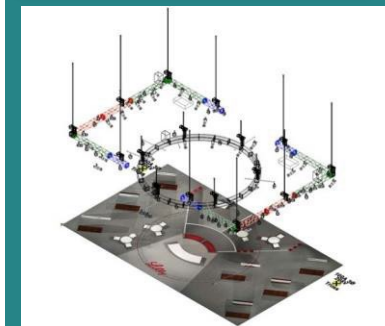
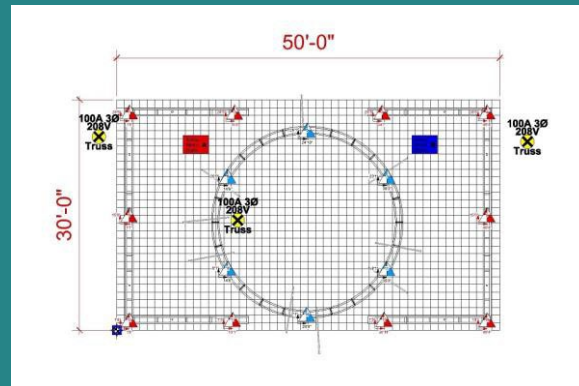
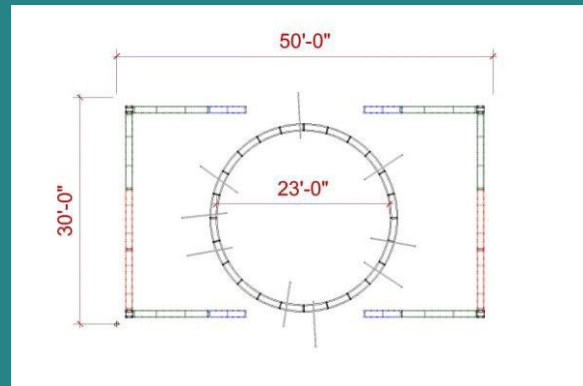
POWER
3 @ 100A 208V 3Ø
2 @ 50A 208V 3Ø
(TEMP HOIST POWER)

RIGGING

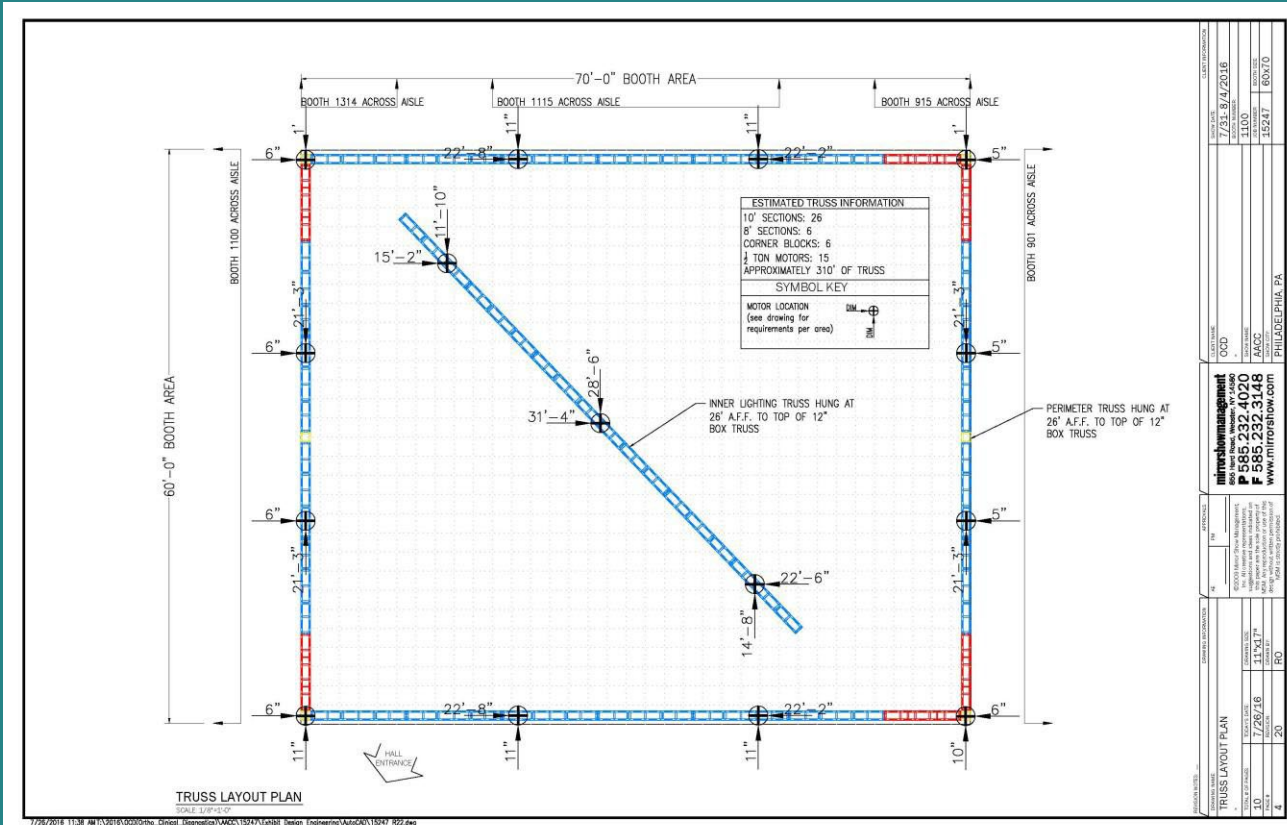
- 4 - 12"x12" Corner (NDML)
- 4 - 8"x12"x12" (NC5W)
- 4 - 8"x12"x12" (NC5O)
- 6 - 6"x12"x12" (NC5M)
- 1 - 12"x12" Curved Truss - 24" ID
- 10 - 2" Pipe - Length: 6' (NJFF)
- 20 - Swivel Chasseeboroughs (NKEI)
- 15 - 1/2 Ton Motos (NNDE)
- 3 - 5 Way Motor Distro (NNIM)

LIGHTING

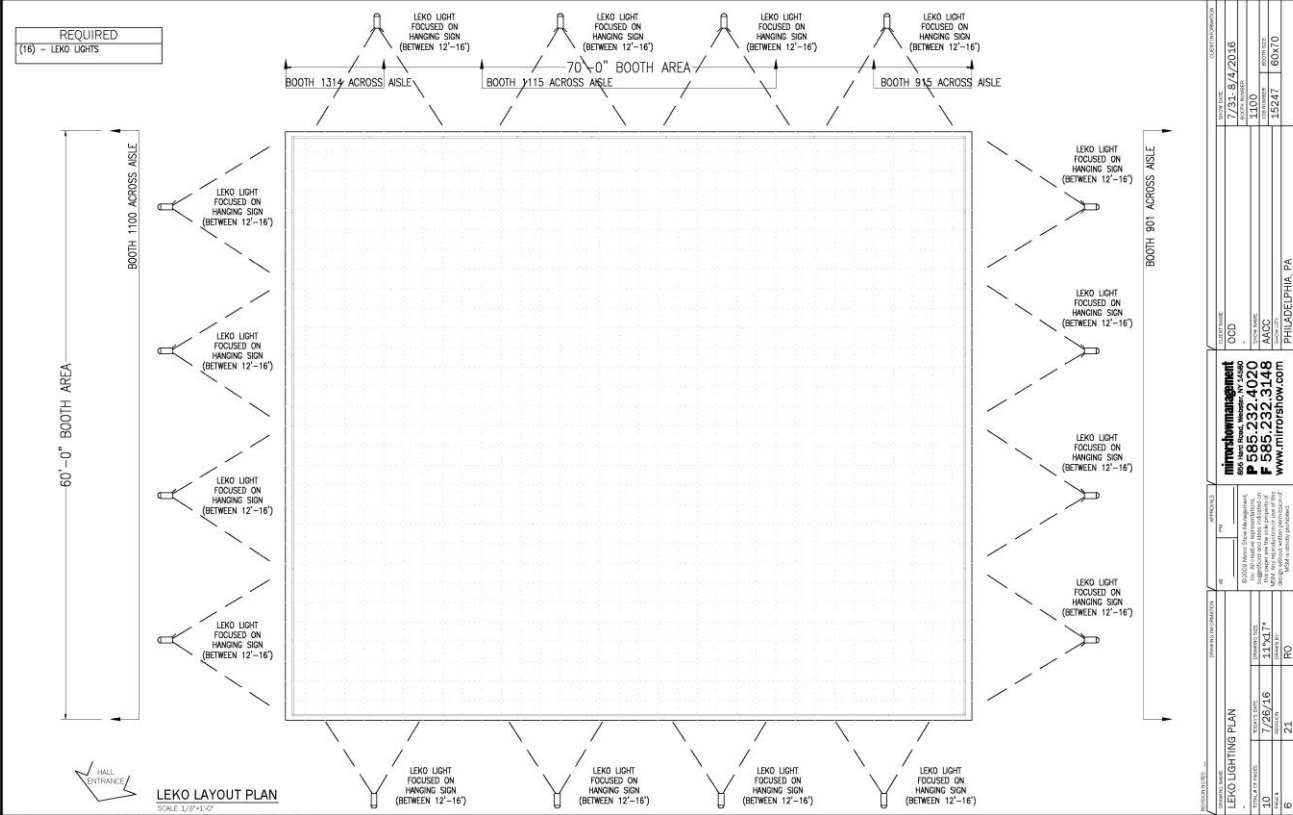
- 1 - RES Neg PC Lap-top (MWHH)
- 3 - 2432 AK Dim Rack (NTJQ)
- 48 - S4 Leko (MMGQ)
- 38 - S4 26" Leko (MMRQ)
- 10 - S4 50" Leko (MMRQ)
- 35 - S4 PARnet (MRQS)
- 1 - Mac Viper Profile (MWS)



Rigging Truss & Motors



Rigging Parcan Plan



7/28/2016 11:58 AM I:\3016\000\Onho_Cinical_Supplies\AOC\15247\Exhibt_Design_Engineering\AutoCAD\15247_R22.dwg

PROJECT NUMBER		DATE PLOTTED	
LEKO LIGHTING PLAN		7/31/16/2016	
PROJECT NAME		PROJECT NUMBER	
000		1100	
DRAWN BY		CHECKED BY	
AAAC		BOUYO	
PROJECT LOCATION		PROJECT NUMBER	
PHILADELPHIA, PA		15247 00170	
mirroredmanagement P 585.232.4020 F 585.232.3148 www.mirrored.com			
APPROVALS		DATE	
DESIGNED BY PROJECT LEADER		DATE	
SCALE		DATE	
11'x17'		7/28/16	
DRAWN BY		DATE	
BOUYO		21	

Food and Beverage



Aramark is the exclusive food and beverage provider within the PCC. Outside food and beverage is not permitted without Aramark approval. If approval is granted to bring food or beverage that is not supplied by Aramark, a corkage fee will apply.



All F&B arrangements should be made directly with the catering office-this includes any food or beverage related prizes or giveaways.



Aramark requires that an Aramark/SFS bartender dispense all alcoholic beverages. Labor fees apply. No outside alcohol is permitted in the PACC. This includes giveaways.



Individually wrapped chocolates, candies, or mints that are 2oz or less are acceptable in small bowls, however corkage fees are applicable for large candy displays.

PCC Contact Information



Exhibitor Services – Electric, Plumbing/Compressed Air, Internet, Telecom and In-House Audio Visual Services

Phone: 215-418-4815

Email: exhibitorservices@paconvention.com



Contractor Services

Phone: 215-418-4900

Email: contractorservices@paconvention.com



Event Services

Phone: 215-418-4850

Email: eventservices@paconvention.com



Aramark - Food & Beverage

Phone: 215-418-2243

GENERAL SERVICE CONTRACTOR

Freeman

03

#AHA23





Agenda

- 01 Accessing your online resources
- 02 Show services overview
- 03 Shipping and material handling
- 04 Important show information
- 05 On-site tips

Pre-show planning

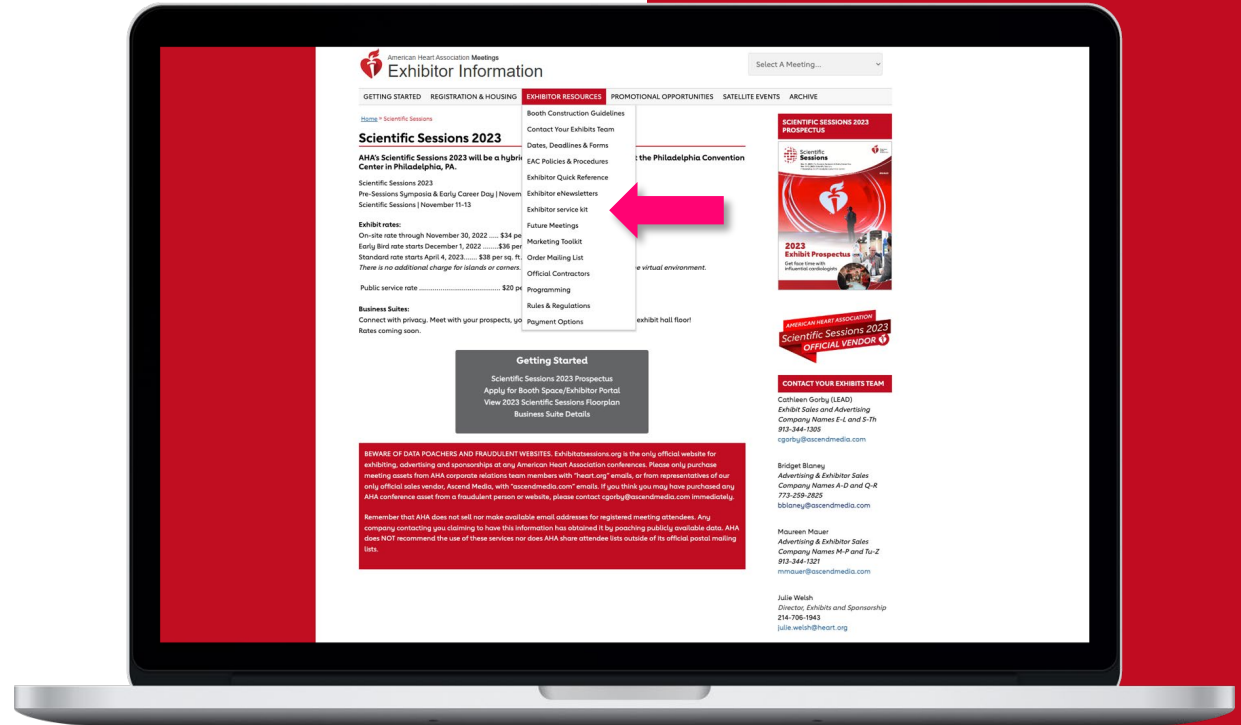
Begin 45+ days from the first
move-in date



Suggested start no later than
Monday, Sept 25

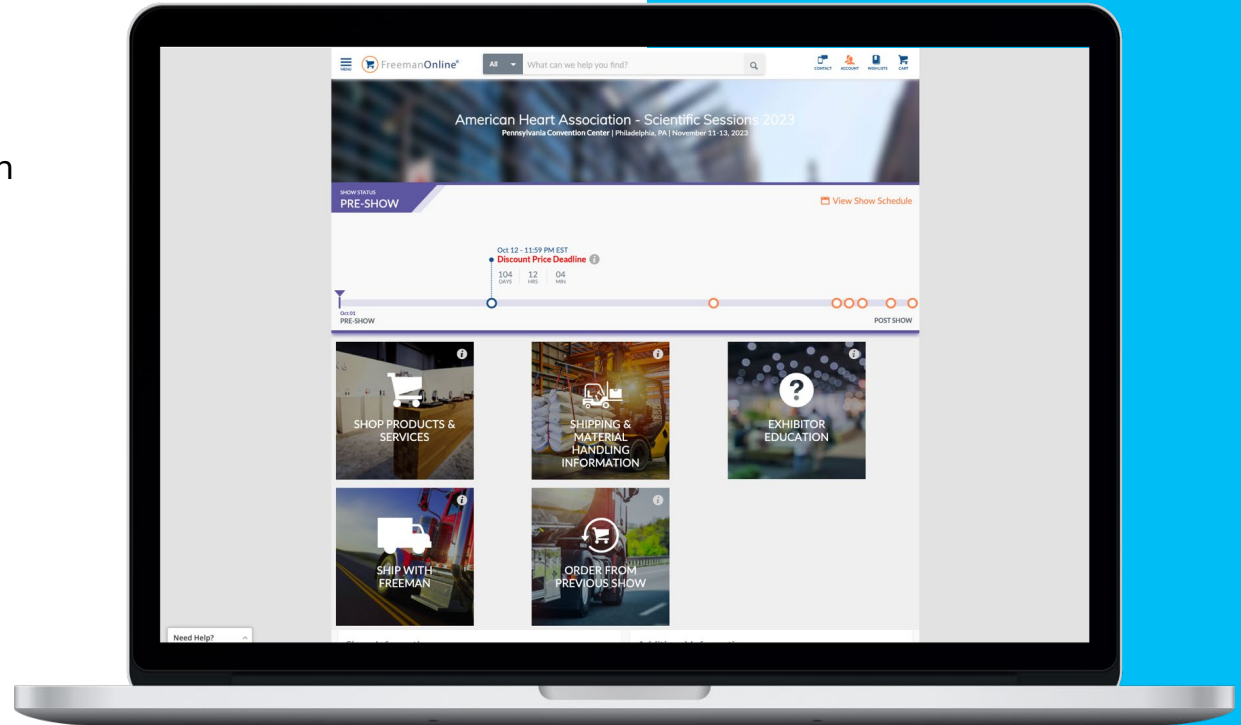
AHA Scientific Sessions exhibitor page

1. Easily find link to Freeman services from the AHA Scientific Sessions exhibitor page
2. Under "exhibitor resources", click "exhibitor service kit"



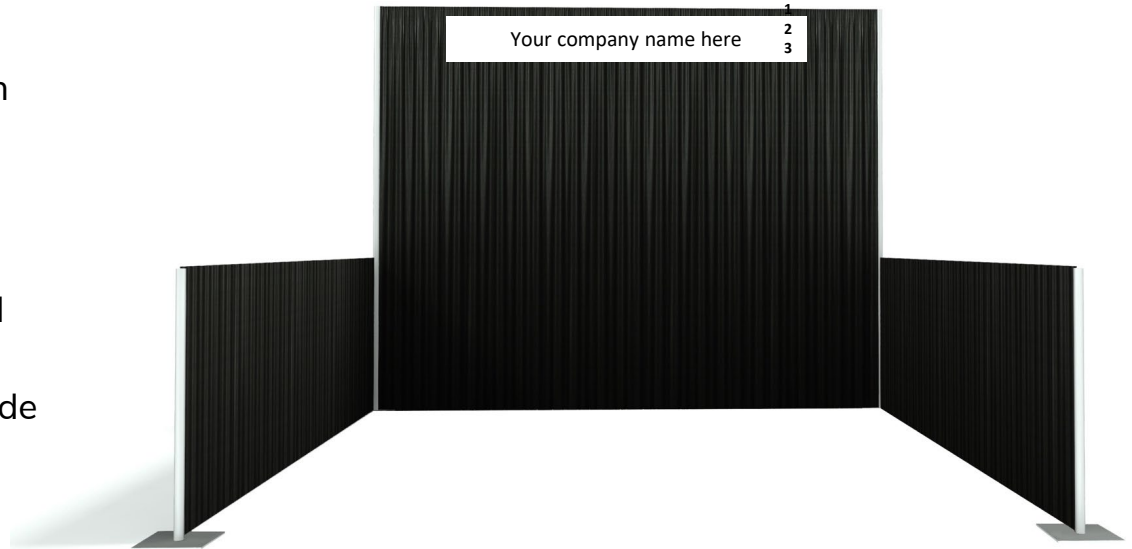
FreemanOnline® AHA home page

- Show schedule
- Show contacts
- What's included in your booth
- Shop products and services
- Shipping and material handling information
- Exhibitor education
- Order from previous show
- Need help? feature



What does my booth come with?

- Each 10' x 10' booth will be set with 8' high black back drape and 3' high black side drape.
- Booths 300 sq ft or less will receive an identification sign. Booths larger than 300 sq ft may receive an identification sign upon request.
- Exhibit area is not carpeted. Aisles will be carpeted in tuxedo. Show management requires exhibitors provide flooring for their booth.





Freeman: official service contractor

Flooring

Furnishings

Cleaning services

Ground rigging and equipment

Exhibit packages

Signs and graphics

Hanging signs and rigging

Audio visual products

Display labor services

Material handling services

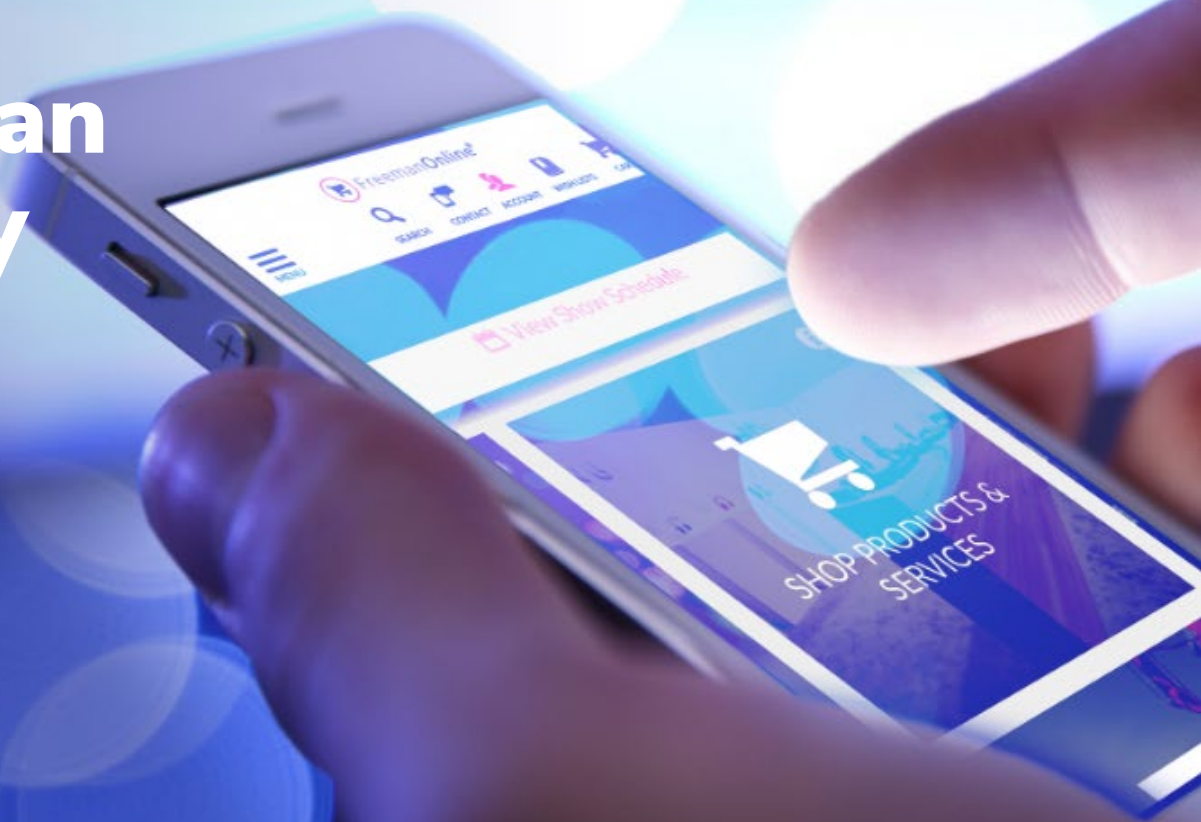
Shipping services

Order Freeman services early

Take advantage of advance order discount rates



Discount deadline date
October 12, 2023



Flooring

Exhibit area not carpeted.
Show management requires
exhibitors provide flooring for
their booth.



Furnishings



Rental exhibit offerings

Self-serve furniture packages



Self-serve rental exhibit packages



Modular exhibit collection



Custom exhibits



Labor jurisdictions



Philadelphia labor jurisdictions

Full-time employees of exhibiting companies may:

- set-up and/or tear-down their owned booth materials
- perform maintenance on their owned equipment after initial set-up
- open boxes, stock shelves, distribute and set product, set-up product and literature
- unload their own vehicles at designated unloading areas as long as it is not a commercially registered vehicle
- use their own dollies, luggage carriers, non-hydraulic carts, two- to four-wheel hand trucks, ladders up to 6', and power tools (subject to building safety guidelines)
- install their own lighting, computers, monitors, and A/V equipment



Freeman

Philadelphia labor jurisdictions

Exhibitors may not:

- set-up and/or tear-down rented exhibit materials
- unload commercially registered vehicles or other vehicles such as personally owned vehicles with trailers, rental trucks, or bobtails
- install rented computers, monitors, and A/V equipment
- install rented lighting
- install light fixtures, lit signage, and stem lights in booths where an Exhibitor Appointed Contractor (EAC) or decorator is utilized
- run cables and electrical cords under flooring



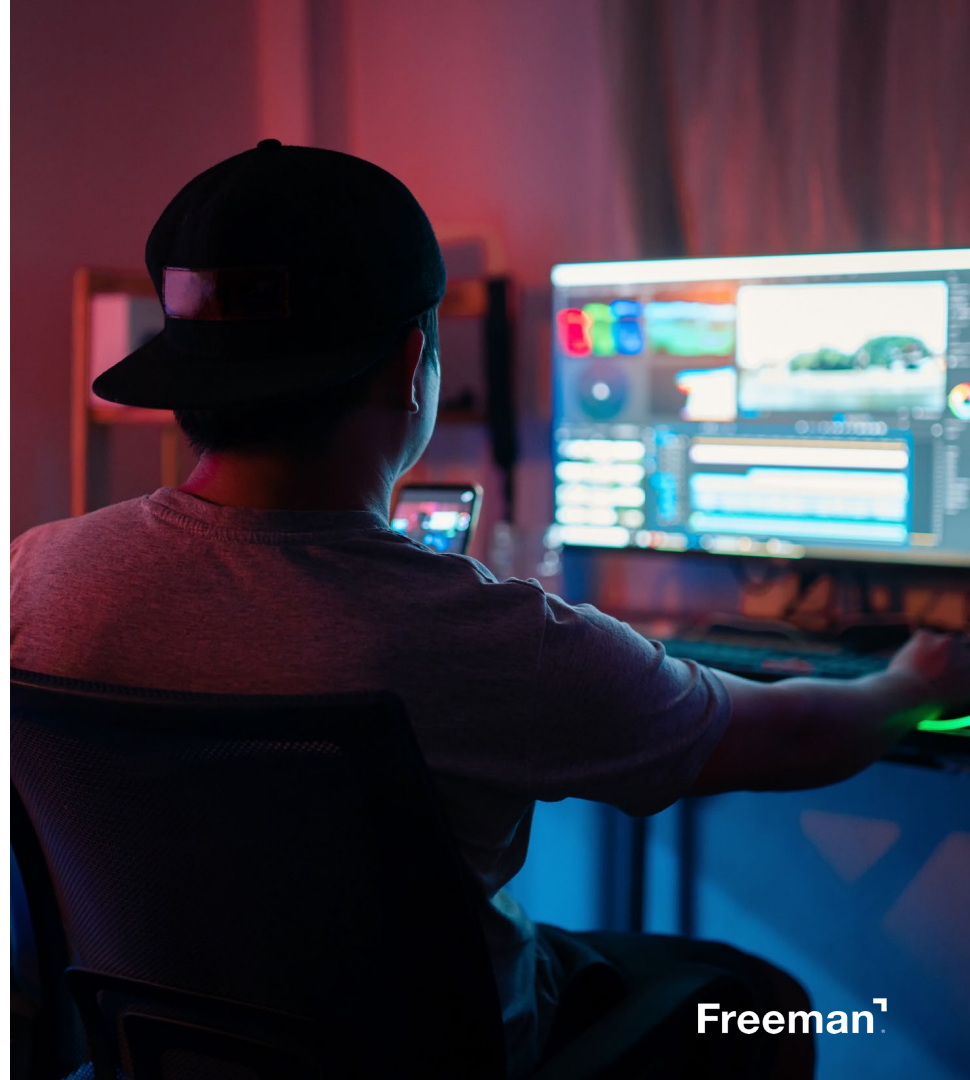
Audio visual services



Audio visual services

Ordering tips

- Internet and electrical services not included in equipment pricing
- Pricing is for the length of the event and includes product delivery
- Once ready for delivery, notify Freeman Exhibitor Services



Cleaning services



Hanging signs and overhead rigging



Hanging signs and overhead rigging (no motors or lights)

Ordering tips

- Rate is per lift and crew/per hour
- Start time guaranteed only at the start of each working day; One hour min and ½ hour increments thereafter
- Exhibitors must submit a signed Structural Integrity form; include set-up instructions with the order form and with sign crates
- Arrange for shipping to the advance warehouse, use the hanging sign shipping label
- Reference booth construction guidelines for additional information



Display labor services



Labor services

Ordering tips

- Order form pricing is per person/per hour
- Start time guaranteed only when labor is requested for the start of the working day
- Check-in at Exhibitor Service desk for labor calls not requested for the start of the working day
- If you need to cancel labor, it must be completed in writing; 24 hr in advance
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared

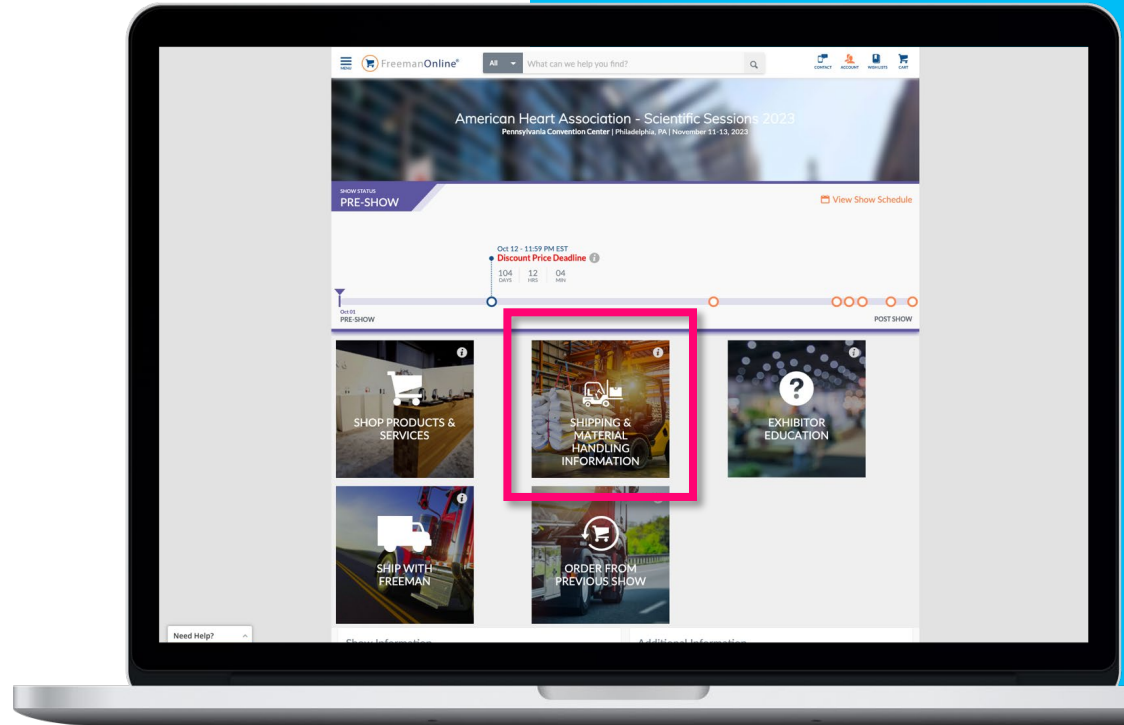


Material handling services



Shipping and material handling page

- Shipping vs. material handling info
- Material handling rates
- Shipping labels
 - Warehouse and show site labels
 - Hanging sign labels
- Marshalling yard information





Empty container storage

During move-in

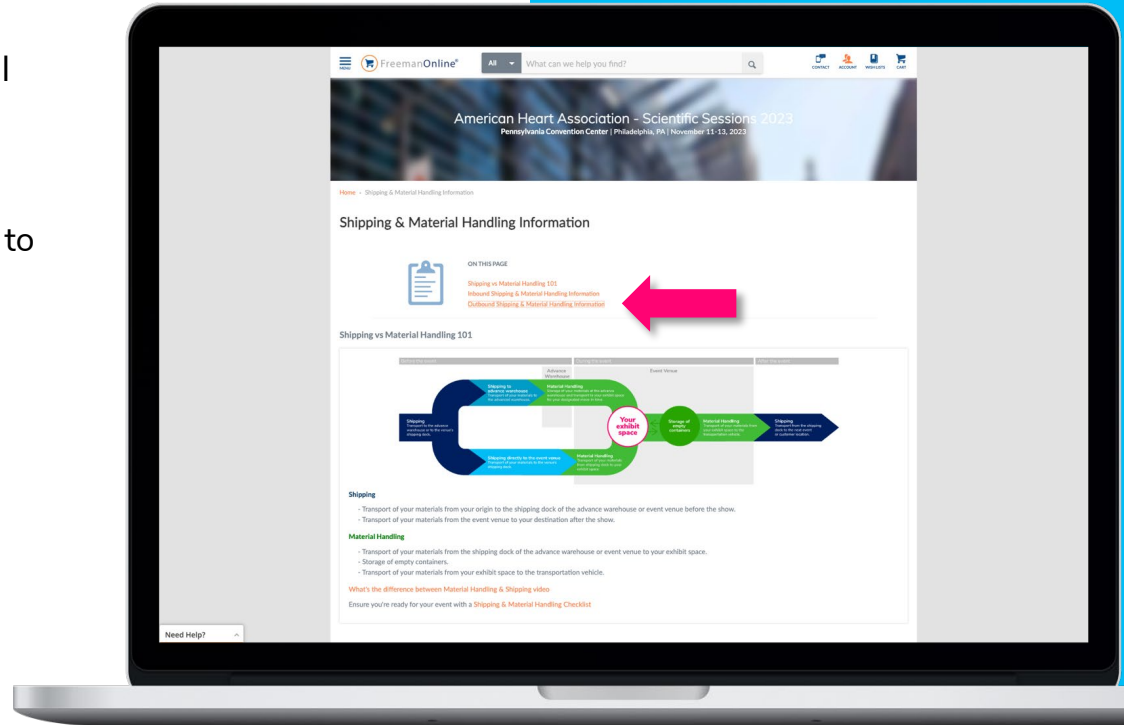
- Tag cartons, fibers, and crates with “Empty” stickers
- Empty cartons and cases must be removed from booth

During move-out

- Empty containers begin returning at close of show, can take many hours
- Cartons and cases delivered first, crates delivered throughout move-out
- Freeman-supervised labor available to pack your booth

Outbound paperwork process

- Outbound paperwork is needed for all shipments, regardless of carrier
- On-site, once shipments are packed up, outbound paperwork must be turned in to Exhibitor Services
- Freight should be left labeled in booths





Shipping services

- Shipments originating from countries other than the US must be cleared through customs
- Review dates for advance warehouse, show site, target dates and check-in times when confirming with shipper
- Freeman Transportation specialist available for custom quotes



Specialty contractor services

Audio visual:
Pennsylvania
Convention
Center

Electrical:
Pennsylvania
Convention
Center

Food and
beverage:
Aramark

Floral and
plants:
Creative
Greenery of
Dallas

Internet:
Pennsylvania
Convention
Center

Lead
retrieval:
Convention
Data
Services

Plumbing:
Pennsylvania
Convention
Center

Photography
: Med
Meeting
Images

Lighting:
Pennsylvania
Convention
Center

Security:
Lincoln
Security
Services LLC

Telephone:
Pennsylvania
Convention
Center

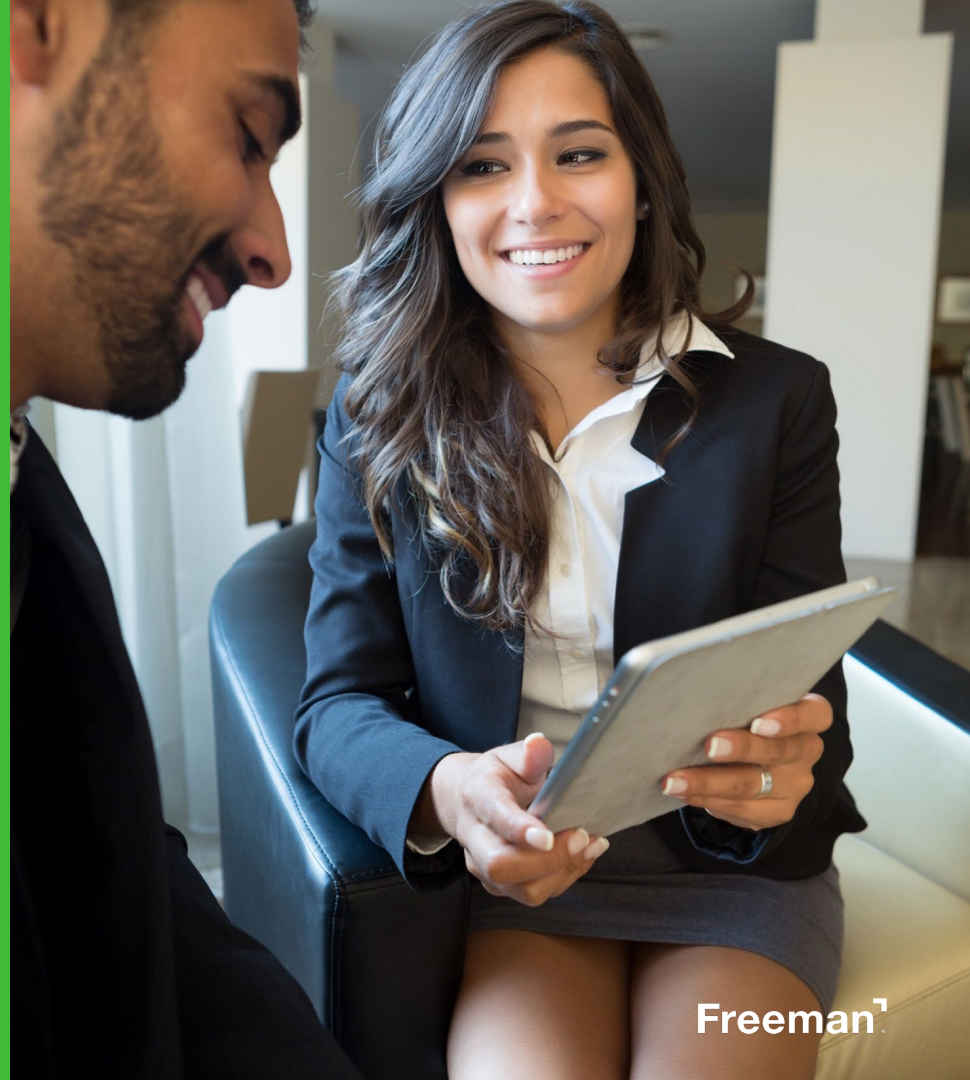
Electrical and utilities

Pennsylvania Convention Center
(215) 418-2190



Lead retrieval

Convention Data Services
(800) 746-9734



Important show site information



Move-in begins Nov 9, 2023



Request early move-in by contacting show management
at exhibits@heart.org

Important dates and times

Exhibitor move-in

Thurs, Nov 09 8am – 5:00pm

Fri, Nov 10 8am – 5:00pm

Exhibit hall hours

Sat, Nov 11 9am – 4:30pm

Sun, Nov 12 9am – 5:00pm

Mon, Nov 13 9am – 3:00pm

Exhibitor move-out

Tues, Nov 13 3pm – 7:00pm

Wed, Nov 14 8am – 5:00pm

Thurs, Nov 15 8am – 5:00pm

Carrier check-in at 10am

Floor clear deadline 5pm



Scheduling and logistical tips



Booths requiring additional move-in time,
contact show management at
exhibits@heart.org for early move-in requests

Carefully read union rules and regulations to
determine labor needs

Be sure to arrive with enough set up time for
your booth

Exhibitor Service Center

Visit us on-site to receive the highest level of service



Available 8am-5pm from first day of
exh move-in to last day of move-out

Cost-saving and planning tips



Review online exhibitor information and understand deadlines

Order prior to deadline dates for best rates

Include set-up instructions with labor order and inside crates

Consolidate shipments and avoid late to warehouse fees

Ensure all teams have all paperwork on-site



Have additional questions? contact us!

Freeman.com

1-888-508-5054

- 7AM – 7PM CST Mon-Thur
- 7AM – 5PM CST Friday

OPEN Q&A

04

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THANK YOU!



American
Heart
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Scientific
Sessions

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