



# Close-by. Intimate. Low-Cost.

## Trade Show guidelines

- Exhibitors should set up their booths from 2:00pm-6:00pm January 3 or 8:00am-9:00am on January 4.
- Official Trade Show hours: 9:00am-3:00pm January 4, and 8:30am-3:00pm January 5.
- Exhibitor fee is \$275 for each 8' table. Electrical outlets may be available from wall plugs only. All payments to CNLA/CGGA are strictly nonrefundable. Each space includes covered 8' table, chair, and complimentary registration for one person each day. (Lunch additional \$15 per day or on your own.)
- Additional exhibitor staff must be registered at the lowest rate of \$30 per day (lunches \$15 additional per person per day).
- Each exhibit space is an 8-foot table.
- Selection/assignment of booth spaces will be done randomly by lottery. There are two floors/hallways at Manchester Community College for the trade show, one floor above the other. The hallways have glass walls on one side that let in beautiful natural light.
- Takedown: 3:00-5:00pm January 5. No booth can be disassembled before 3:00pm January 5.
- CNLA is not responsible or liable for any loss or theft connected to the show. Booths should be staffed throughout the day.
- Host facility: Manchester Community College, Great Path, Manchester CT
- For Hotel Lodging: Closest hotel: —Spencer Inn, 191 Spencer Street Manchester, 860-643-5811 [www.spencerinnsuites.com](http://www.spencerinnsuites.com)
- For more information, contact Bob Heffernan, CNLA Executive Secretary/CGGA Executive Director, P.O. Box 414, Botsford CT 06404. 800-562-0610 or fax 203-261-5429 or e-mail: [ConnNrsry@aol.com](mailto:ConnNrsry@aol.com) OR [ConnGreen@aol.com](mailto:ConnGreen@aol.com)



**Directions to Manchester Community College,** Great Path, Manchester, CT 06404  
Tel: 860-512-3000

### Take Exit 1 off I-384

- westbound right at end of ramp
- eastbound left at end of ramp
- right onto Hillstown Road.
- Take first left onto Great Path and proceed to stop sign.
- Take a right onto Founders Drive South to Parking Lot C and Lot B.
- Enter the tall white tower.



## Winter Symposium Trade Show

Company \_\_\_\_\_  
Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail: \_\_\_\_\_

CHARGE TO YOUR CREDIT CARD:

Card Number: \_\_\_\_\_ Expiration: \_\_\_\_\_



RETURN THIS FORM & YOUR PAYMENT TO:  
Connecticut Nursery & Landscape Association  
Connecticut Greenhouse Growers Association  
P.O. Box 414, Botsford CT 06404  
800-562-0610 • Fax 203-261-5429  
ConnNrsry@aol.com OR  
ConnGreen@aol.com

**Trade Show Exhibit Space: (includes one comp. regis.)**

Booths @ \$275 .....	\$ _____
Additional Trade Show Registration people @ \$30/day .....	\$ _____
Lunches: (sep. fee — not included in regis.!) people @ \$15/day .....	\$ _____
Show Sponsorships: \$250 & \$500. Which program? .....	\$ _____
CNLA Dues (call for rate) .....	\$ _____
CGGA Dues (call for rate) .....	\$ _____
<b>TOTAL PAYMENT ENCLOSED</b> .....	<b>\$ _____</b>

Print Attendee Names & Check Columns <i>please make comp. regis. with "x"</i>	Regis		Lunch	
	Jan. 4	Jan. 5	Jan. 4	Jan. 5
_____	\$30	\$30	\$15	\$15
_____				
_____				
_____				

Payments to CNLA and/or CGGA may be tax deductible as business expenses, not as charitable contributions. All fees nonrefundable.