

EXHIBITOR FAQs



Thank you for your interest in exhibiting at the **2024 Annual Conference & Expo!** Our Expo offers an intimate setting in which to reach key decision makers.

This document is meant to be a companion to the full exhibitor information found here: https://lmnh.memberclicks.net/Conf24_Expo

What is the closest airport to the Portland Sheraton at Sable Oaks?

The closest airport is [Portland International Jetport – PWM](#), which is an easy 7-minute drive to the conference hotel. There are several ground transportation options available directly on site at the airport: <https://portlandjetport.org/ground-transportation>

When will I receive the attendee list?

All Business Partners & Exhibitors will be emailed a list of conference registrants, including their email addresses, no later than March 27th (one week prior to the conference). You will have permission to use this list to contact attendees for a period of three weeks. **You may not automatically add these names to your master database.** Take advantage of the intimate, approachable setting of the conference to make personal connections, then follow up with an opportunity to opt-in!

What should I plan to wear?

Attendees typically dress in business casual clothing, though some will dress more formally.

What are the health and safety protocols for this event?

By voluntarily attending this event, participants acknowledge that they understand and assume all personal risks relating to COVID-19 exposure and any resulting injury, illness,

damage, loss, claim, liability, or expense, of any kind, that they may experience or incur in connection with their attendance.

LeadingAge Maine & New Hampshire will follow the health and safety practices mandated by the Sheraton Sable Oaks Hotel, or by applicable federal, state, and local authorities, whichever requires the most protection. Those practices and others will be determined closer to the date of the event and may become more or less strict between registration and the event.

When will I have the opportunity to give my Exhibitor Introduction?

Introductions take place at prior to lunch on day one (May 7). To participate, please plan on being in the ballroom around 12:00pm. Each Exhibitor then provides a 30-second introduction of themselves and their product(s) and/or service(s). This will help orient attendees before they visit the Expo hall later in the day.

Should I bring a raffle prize?

Exhibitors are not requested nor expected to offer drawings for prizes, but for those planning to do so, please plan to coordinate choosing a winner and distributing the prizes on your own. The Association will not provide a time to announce the winners during the program.

Who should I contact with questions/concerns?

Please email Lynn Monaghan at lynnm.events@gmail.com