



## Meet the Generals @ the October Networking Event

Wednesday, October 9, 2024  
Samuel Riggs IV Alumni Center / University of Maryland  
7801 Alumni Drive, College Park, Maryland 20742-1521

### Exhibitor & Sponsor Information

4:00 – 4:45 pm	Exhibitor & Sponsor Move-In	Ballroom
5:00 – 8:00pm	Exhibit Hall Open	Ballroom
8:00 – 8:30pm	Tear Down	Ballroom

### BOOTH INFORMATION:

You will be provided a 10 x 10 ft. space with a 6 ft. draped table, two chairs, and an identification sign. Pop-up displays may be used if they fit within the parameters.

### PARKING

Parking is available at the Stadium Drive Parking garage (meter parking) conveniently located next to the Alumni Center (Must pay when parking). In addition, free surface parking is available in Lot 1, Lot JJ & Lot Z only after 4:00 p.m. Please see the Map for campus directions and parking areas.

### MATERIAL HANDLING:

You may bring equipment and materials in through the front door of the building or feel free to park at the back of the building to unload all equipment. Once equipment is unloaded, you must move your vehicle.

### SET-UP AND DISMANTLE:

Exhibitors are permitted to set-up and tear-down their own booth displays.

### ELECTRICITY:

If you have electrical needs, please reach out to Jennifer Murphy no later than Thursday, October 3, 2024.

### SECURITY:

Exhibitors are responsible for securing all items within their booth. Small or portable items should be safely secured when the booth is left unattended.

Thank you for participating in ABC's Meet the Generals. We value your sponsorship of this program and look forward to working with you prior to the event as well as on-site. If you have any questions or concerns, please contact Jennifer Murphy at the Metro Washington Chapter office at 301-595-9711 or email her at [jmurphy@abcmetrowashington.org](mailto:jmurphy@abcmetrowashington.org).