

Good Afternoon SHARE Exhibitors,

Welcome and thank you for your support of the upcoming SHARE Technology Exchange Expo in Pittsburgh, August 3-8, 2014! In preparation for your participation as a current Exhibitor, please read the below information and forward it to any colleagues who will be handling SHARE exhibit logistics. If there is a different person who will be handling the SHARE exhibit logistics, please let us know so that we may communicate with them as well.

**Exhibitor Service Manual:**

Please see the link [here](#) for the Exhibitor Service Manual from our official general service contractor, Shepard Exposition Services. This includes access to all Labor, Product, and Service order forms.

**SHARE Onsite Guide Lisitng:** In order for your company contact information and description to be included in the SHARE Onsite Guide and the SHARE Mobile App, please be sure to complete the Exhibitor Listing Request Form [here](#). **Please note this listing form needs to be completed by: Friday, June, 20 2014.**

In preparation for your travels, please be sure to visit the following links:

**Exhibitor Registration:**

Registration is now open! Please visit our registration site [here](#) to complete your registration.

As a SHARE exhibitor, you receive (4) complimentary exhibitor badges and (1) upgrade to a full conference badge, per 10' x 10' booth space. The cost to upgrade an exhibitor badge to a full conference badge is \$1,150.

Also, please find the Exhibitor Customer Guest Pass here: <http://www.share.org/d/do/10217>

**Book Hotel Rooms:**

If you have not booked your hotel room(s) yet – Take advantage of the SHARE discounted rate of \$169 by booking your hotel by **July 3, 2014**. Please use the following link to get rooms at the Westin Convention Center Pittsburgh, our HQ hotel. To book rooms, please click here: <http://www.share.org/p/cm/ld/fid=366>!

A second hotel is available for your convenience at the Courtyard by Marriott Pittsburgh Downtown. To take advantage of the SHARE discounted rate of \$179 by booking your hotel by **June 20, 2014**. Please use the following link to book rooms: <http://www.share.org/p/cm/ld/fid=366>!

**Exhibitor Resource Page:**

Please be sure to visit the SHARE in Pittsburgh Exhibitor Resource webpage for more information and ways to elevate your brand: <http://www.share.org/p/cm/ld/fid=438>.

Thank you and we look forward to seeing you in Pittsburgh!

**Maggie Bobus**

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**Exhibitor Resources Page:** <http://www.share.org/p/cm/ld/fid=428>

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