



## EXHIBITOR INFORMATION

### Venue

La Fontaine Bleue  
7514 S. Ritchie Highway  
Glen Burnie, MD 21061  
(410) 760-4115



### Load In & Set-up

**Wednesday, June 14th 10am-4pm**

If you cannot make this set-up time let us know ASAP so we can help make other arrangements for you, however, we will not be able to provide special assistance.

**To unload & set up...drive to the rear of the building and use the two grey doors. All exhibit rooms are on the same ground floor. Smaller exhibits may use the front doors to load in.**

Check-in at our Registration Table for assistance.

## **Shipping**

Please make arrangements with La Fontaine Bleue.

## **Exhibitor Name Badges**

Badges will be available for pickup at the registration desk.

## **Exhibit Space & Internet**

- Spaces/tables will be labeled. You may find your location by [CLICKING HERE](#).
- You may use your space in various ways:
  - > Table in front with or without Backdrop/Display (sit/stand behind table)
  - > Table in back with or without Backdrop/Display (stand in front)
  - > Backdrop/Display with no table (stand in front)
- Banners and other fabric based signage may be placed over the table cloth if desired.
- Minimum Area approximately 6'wide x 5'deep (buffer area between spaces varies between 1'-1.5' each side of table)
- If ordered, electricity provided w/ one 4-outlet power strip
- if ordered, internet access is via WiFi - SSID and the password will be provided the day of setup.

**There is only one strict rule: If you have a deep-frame backdrop or one that is too big for the space or that may interfere with your neighbors or foot traffic, please address it in favor of your neighbors and foot traffic.**

If you have any questions or problems, please speak with us at the registration desk and we will find a solution.

## **Meals**

Free Pizza & Beverages will be provided from 12PM to 1PM.

## **Notes**

- > Exhibitor agrees to set up their own table during scheduled set-up hours the afternoon prior to the event.
- > Exhibitor agrees to REMAIN SET UP for the entire event unless otherwise stated by ContractReady.
- > If there is an emergency reason to strike early, notify ContractReady ASAP.
- > Strike will begin at conclusion of the event. Please note that there are breakout sessions that will conclude at 4:00pm. These attendees WANT to tour the tradeshow floor and expect full participation.
- > EXHIBITORS WILL NOT BE ALLOWED TO LOAD IN AFTER 8AM the day of the event.
- > If you arrive after 8 am you will forfeit the event or be offered a replacement at our discretion.

## **Directions to Venue**

### **From I-95 N / Washington DC**

Take exit 43A to merge onto MD-100 E toward Glen Burnie  
Use the right 2 lanes to take exit 13A-B to merge onto I-97 N toward Baltimore  
Take exit 15A to merge onto MD-176 E/Dorsey Rd toward Glen Burnie  
Continue on MD-176 E/Dorsey Rd. Take Baltimore Annapolis Blvd to MD-2 S  
Merge onto MD-176 E/Dorsey Rd  
Turn right onto Baltimore Annapolis Blvd  
Turn right onto MD-2 S  
Venue will be on the right

### **From I-95 S / Philadelphia**

Just north of Baltimore, keep right at the fork to continue on I-895 S  
Follow signs for Baltimore Harbor Tunnel Thruway/Annapolis  
Keep right at the fork to continue on Interstate 895B S,  
Follow signs for Interstate 97 S/MD-2 S/Annapolis/Glen Burnie  
Keep right to continue on I-895A, follow signs for Interstate 97 S/Annapolis  
Merge onto I-97 S  
Take exit 16 for MD-648/ Baltimore Annapolis Blvd toward Ferndale/Glen Burnie  
Keep left at the fork, follow signs for MD-648 S and merge onto MD-648 S/Baltimore Annapolis Blvd  
Continue on MD-648 S/Baltimore Annapolis Blvd. Drive to MD-2 S in Glen Burnie  
Merge onto MD-648 S/Baltimore Annapolis Blvd  
Turn right onto MD-2 S  
Venue will be on the right

## **Local Hotels**

### **The Westin Baltimore Washington Airport**

1110 Old Elkridge Landing Road, Linthicum Heights, MD 21090  
(443) 577-2300

### **Baltimore Washington Airport Marriott**

1743 West Nursery Road, Linthicum, Maryland 21090  
410-859-8300

### **Hampton Inn Baltimore/Glen Burnie**

6617 Ritchie Hwy, Glen Burnie, MD 21061  
855-238-1591

### **La Quinta Inn & Suites Baltimore South\Glen Burnie**

6323 Ritchie Highway, Glen Burnie, MD 21061  
855-238-1593

## **ContractReady Contact Info**

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