

Hello NSGC Exhibitor!

Welcome to the 2023 NSGC 42nd Annual Conference. As you begin to prepare for the show in Chicago, please keep in mind the following important information regarding your participation to ensure a smooth exhibit experience.

Click [here](#) for up-to-date information on the NSGC 42nd Annual Conference.

Exhibitor Schedule

Below are the official hours for the 42nd Annual Conference. Times are subject to change.

Move-In

Tuesday, October 17 8:00 a.m. – 5:00 p.m.
Wednesday, October 18 8:00 a.m. – 11:00 a.m.

Exhibit Hall Hours

Wednesday, October 18 12:15 p.m. – 2:00 p.m.
Exhibit Hall Open (lunch options available for purchase)
3:30 p.m. – 4:00 p.m.
Refreshment Break in the Exhibit Hall
5:30 p.m. – 7:00 p.m.
Exhibit Hall Welcome and Poster Reception

Thursday, October 19 10:30 a.m. – 11:00 a.m.
Refreshment Break in the Exhibit Hall
12:30 p.m. – 3:00 p.m.
Exhibit Hall Open (lunch options available for purchase)
4:30 p.m. – 6:30 p.m.
Exhibit and Poster Reception

Friday, October 20 10:00 a.m. – 2:00 p.m.

Move-Out

Friday, October 20 2:00 p.m. - 6:00 p.m.
Saturday, October 21 8:00 a.m. - 12:00 p.m.

Exhibitor Services Manual – Action Required!

The Exhibitor Services Manual is now available. This important document contains deadlines and details relative to your participation in October. To access the Exhibitor Services Manual please [click here](#). The early bird pricing deadline for most services is **Wednesday, September 27**. Make sure to place any orders through Shepard or our other preferred vendors by this date to get the best pricing available. Remember, when completing the forms in the manual; include your company name and booth number. If you need this information resent to you, please contact us at exhibit@nsgc.org.

Exhibitor Booth Staff and Full Conference Registrations – Coming Soon!

Exhibitor Registration will be opening soon, so please keep an eye out for it! A formal email correspondence will be sent that will include all information regarding how to register, discount codes, and any other pertinent information.

Registration discount codes will only be sent to companies that are paid in full.

Hotel Reservations – Action Required!

The hotel is available to make [reservations](#)! If you are interested in contracting a sub-block of more than 10 rooms, please reach out to our housing team at exhibit@nsgc.org.

NSGC has secured a block of rooms at the Hyatt Regency McCormick Place for attendees and exhibitors. Rooms are limited and available on a first-come, first-served basis. The hotel cutoff date is **Friday, September 22, or whenever rooms sell out** whichever occurs first.

HYATT REGENCY MCCORMICK PLACE

2233 S Martin Luther King Dr

Chicago, IL 60616

\$299 regular + taxes/fees

\$339 with a view + taxes/fees

Unofficial housing vendors may reach out to exhibitors to solicit business, giving the impression they are the official NSGC housing vendor. The headquarter hotels will not call exhibitors to make housing arrangements. If you are contact by a housing vendor, please notify exhibit@nsgc.org.

Upcoming Dates and Deadlines

Please find all the upcoming dates and deadlines on the [Exhibitor Resource Center](#) as you prepare for the upcoming conference!

Floor Covering

As a reminder, the Exhibit Hall is not carpeted. Please be sure to either order carpet from Shepard by **Wednesday, September 27** for the early bird rate or provide an alternate floor covering.

Payment Reminder

Exhibitor must remit 100% of their total fees at this time. Pat Brayley, NSGC's Accounts Receivable Coordinator, will be sending reminders to all those with outstanding balances. If you would like to request your outstanding balance and invoice, you can contact Pat at pbrayley@nsgc.org. No exhibitor will be allowed to move-in without being paid in full or receive access to the Exhibitor Service Manual unless otherwise approved by NSGC Show Management.

Sponsorship Opportunities

In past years, NSGC exhibitors with Sponsorship Opportunities experienced an **average of 55% more leads** generated than those who did not purchase an opportunity. Earn more business by investing in one of our sponsorship / advertising offerings.

Sponsorships are still available and can be found in the [Exhibitor Resource Center](#). If you would like to have your company featured throughout the conference, please contact Amanda Patrick, apatrick@nsgc.org, to discuss the open options.

On behalf of NSGC, we are excited that you will be joining us this October. If there is anything we can do to assist you, please feel free to contact us at exhibit@nsgc.org.

Thank you,
NSGC Exhibits Team



NSGC Exhibits Team
exhibit@nsgc.org

National Society of Genetic Counselors
330 N. Wabash Avenue, Suite 2000
Chicago, IL 60611

[Visit the Exhibitor Resources Center!](#)