

Administrative Information

SHOW MANAGEMENT

California Dental Association
Sue Gardner, Exhibits Manager
1201 K St., 16th Floor
Sacramento, CA 95814
Phone 916.554.4952
Fax 866.593.3460
E-mail sue.gardner@cda.org

CDA HOUSING BUREAU

Travel Planners, Inc.
381 Park Ave. S.
New York, NY 10016
Phone 800.221.3531
Phone 212.532.1660
Fax 212.779.6128/fewer than 10 rooms
Fax 212.779.6133/10 or more rooms
Online reservations cda.org/housing

Please help CDA secure the best exhibit and meeting space by utilizing the CDA Housing Bureau.

OFFICIAL SERVICE CONTRACTOR

GES Exposition Services
7050 Lindell Road
Las Vegas, NV 89118
Phone 800.475.2098

Exhibiting companies will receive an exhibitor kit from GES with complete information on booth furnishings, booth shipments, labor rates and other vital information approximately eight weeks prior to the show.

SHOW COLORS

Blue, black and white drape
Blue aisle carpet

Important Dates

April 11, 2008

Deadline for receipt of Application for Exhibit Space and deposit. Be sure to complete front and back of application. **(Applications received after this date will not be included in the first round of assignments and will require payment in full.)**

June 16, 2008

Notice of space assignments (first round) sent to applicants

July 16, 2008

Booth rental fee balance due

Deadline for cancellation or downsizing of booth space without 50 percent penalty (less nonrefundable deposit)

Deadline for Booth Personnel Registration Form

Deadline for Product and Service Listing Form

Deadline for Mandatory Approval Form

Deadline for Independent Contractor Request Form

Deadline for Insurance Certificate

July 25, 2008

Deadline for cancellation of booth space without 100 percent penalty

All cancellations must be in writing.

Aug. 1, 2008

Deadline for revisions or changes to booth registration badges

Aug. 8, 2008

Deadline for Housing Reservation Form

Sept. 10-11, 2008

Exhibitor setup

8 a.m.–5 p.m. Wednesday–Thursday

Sept. 10-14, 2008

Exhibitor registration

Noon–5 p.m., Wednesday, Sept. 10

8 a.m.–5 p.m., Thursday, Sept. 11

7 a.m.–5 p.m., Friday, Sept. 12

7 a.m.–5 p.m., Saturday, Sept. 13

8 a.m.–2 p.m., Sunday, Sept. 14

Sept. 12-14, 2008

Exhibition hours

9 a.m.–5 p.m., Friday, Sept. 12

9 a.m.–5 p.m., Saturday, Sept. 13

9 a.m.–2 p.m., Sunday, Sept. 14

Sept. 15, 2008

Exhibit removal by 3 p.m., Monday