



Exhibitor Shipping Information/Set-up & Take Down
Pan Pacific Microelectronics Symposium and Tabletop Exhibition
January 22-24, 2008

Shipping Instructions (Label) should be addressed as follows:

**To: SMTA Pan Pacific
(Guest Name)
Sheraton Kauai Resort
c/o Lauren Rawlins
2440 Hoonani Road
Koloa, HI 96756**

Number of Packages (for multiple package, please number them 1 of 4, 2 of 4, etc)

Incoming Packages:

The Hotel will receive, store, and move your packages to the Exhibit Ballroom prior to set-up.

Inbound Package Costs:

0-5 lbs.	\$5 per box
6-20 lbs	\$10 per box
21-50 lbs	\$15 per box
50+ lbs	\$25 per box

NOTE: Shipments should not arrive at the hotel more than 4 days prior to the event.

Outgoing Shipments:

Envelope (all sizes)	\$5 each
Boxes (all sizes)	\$10 each

Exhibit Set-up and Take Down:

Set-up: Tuesday, January 22, 8:00-10AM

Take Down: Thursday, January 24, 11:30AM-2:00PM

Additional information for exhibitors of the Pan Pac will be e-mailed to you as we get closer to the event. Please contact me if you have any questions or concerns (Gayle: 540-639-0439 or gayle@smta.org).

Mahalo!!