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## Shipping Information

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**When addressing your drayage, please make certain to reference the following information:**

### **Holiday Inn Syracuse/Liverpool**

ATTN: SMTA Expo 4/24/18  
441 Electronics Parkway  
Liverpool, NY 13088

**Shipping to Hotel:** Due to limited storage, please ship packages to arrive no earlier than **Friday, April 20<sup>th</sup>, 2018.**

Please make sure to include your company name and return shipping address on all of your packages

**Return Shipping:** Exhibitors are responsible for all bills-of-lading and contacting shipping companies directly. Please bring your own packing slips and plan to ship out following the show. **All packages should be picked up by Tuesday, April 24<sup>th</sup>, 2018.**

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## Facility and Set-Up and Show Hours

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SMTA Staff will be on-site to check you in and direct you to your table

**Parking:** Parking around Hotel

**Set-up:** 7:00AM-10:00AM

Your exhibitor badges and information will be waiting at your booth upon arrival

**Attendee Registration:** 8:00AM

**Exhibit Hours:** 10:00AM – 4:00PM (lunch from 12:00-1:00PM)

**Teardown:** 4:00PM-5:00PM

**(Booths may not be torn down before 4:00PM)**

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## Hotels

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**Room block at Holiday Inn: \$119/night**

**Holiday Inn Syracuse/Liverpool** – 441 Electronics Parkway, Liverpool, NY 13088

Phone: (315) 399-5917

Block Code: SMT



**Book room by  
April 14th for  
discounted  
rate!**

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## Free Marketing at Empire Expo

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Drop off your company bags, pens, or lanyards at registration upon checking in. We'll pass them out for you!

If your company would like to donate a Door Prize for the Raffle Drawing, please contact Hannah ([hannah@smta.org](mailto:hannah@smta.org))