Dear Clinical Nutrition Week 2017 Exhibitor,

Welcome to Clinical Nutrition Week 2017 (CNW17) scheduled for February 18-21, 2016 at the Orlando World Center Marriott in Orlando, Florida. The American Society for Parenteral and Enteral Nutrition (ASPEN) is excited to have you join us!

The online exhibitor manual is provided by ASPEN and Shepard Exposition Services, the official decorator for CNW17. The manual includes all the information needed to plan a successful exhibit presence such as furnishings, internet connection, catering, and electrical, and other important services.

With Shepard Expositions Online, you can quickly:

- Acquire detailed information about the conference (Important Dates and Deadlines)
- Update your contact information and add additional users (My Account)
- Order booth furnishings and accessories like carpet, tables and chairs (Booth Equipment)
- Order booth services like labor, cleaning and electricity (Booth Equipment)
- Order internet, phone and computer services (AV, Electrical and Internet Forms)
- Order Lead Retrieval (ExpoLogic Form)
- Order catering (Booth Catering Order Form)
- Schedule your shipping with Shepard Transportation
- Estimate and pre-pay your material handling charges
- Confirm your order and view or print your receipt

Please take time to review all sections thoroughly. Important information is detailed in each section including service descriptions, regulations and other required procedures. Please make note of any deadlines so you receive the most favorable rates for all services. For your convenience, we have provided a reference list of Important Dates & Deadlines.

If you have any questions or concerns, do not hesitate to reach out to us. We look forward to seeing you in Orlando, Florida at CNW17!

Thank you,

Arthinia Morgan       Valerie Mickiewicz
Director of Corporate Relations and Business Development  Corporate Relations and Conferences Manager
ArthiniaM@nutritioncare.org       ValerieM@nutritioncare.org