

Thank you for your participation at the Region 1, 2 & 4 Combined Meeting in Uncasville, CT. Below is important information to ensure you have a successful event.

Tabletop Display Specifics:

Exhibit Tables will be in Salon D12 room at the Mohegan Sun located at 1 Mohegan Sun Blvd, Uncasville, CT 06382. Each display includes a 6' table and two chairs. **Displays may not be more than 8' in height.**

Tentative Exhibitor Schedule:

Tuesday, October 1

Set-Up – 12pm – 4pm

Exhibitor Reception – 5pm – 7pm

Wednesday, October 2

Networking Lunch – 11:30am – 1:30pm

Break down – 1:30pm – 5pm

Exhibitor Registrations:

Each tabletop space comes complete with **one** Complimentary registration. Two additional registrations may be purchased at the discounted rate of \$175/each. [Click here](#) to download the **Name Badge Request form** provided on the event website to register your attendees for the meeting.

Hotel Accommodations:

Exhibitors are responsible for their own hotel accommodation. Reservations at the Mohegan Sun at UTC's group rate of \$199 per night plus taxes and fees can be made online by [clicking here](#). You may also make reservations by calling (888) 226-7711. When calling in your reservation please be sure to mention you are with UTC to receive the group rate. The group **rate is available until Monday, September 9 pending availability. There are a limited number of rooms so please reserve early!**

Electric/Audio Visual Needs

[Click here to order electric and/or AV for your booth.](#)

Shipping

Please insure all your shipments are properly labeled as shown here:

Mohegan Sun
Attn: (Exhibiting Company Contact)
1 Mohegan Sun Blvd
Uncasville, CT 06382
UTC Meeting – Exhibit Materials – Salon D12
(Exhibiting Company & Table Number)

Shipping Guidelines:

- Shipments may not arrive prior to Friday, September 27.
- Please send tracking details to solender@mohegansun.com and cc thughes@mohegansun.com
 - **Please also make sure your onsite staff has their tracking details with them**

Questions? Please email us at support@utc.org or [visit the event website at this link.](#)

- Exhibitors are responsible for their own shipping charges. Hotel guests may have the charges billed to their room. Exhibitors not staying at the hotel will have to provide payment to the hotel prior to receiving their shipments.
- This is a tabletop show. Please do not ship displays of excess size. If oversized shipments are shipped, they may be refused by the hotel.
- All empty containers must fit in your display area. The hotel will not be storing these items. It is the exhibitors' responsibility to remove all empties before the start of the reception on Tuesday.
- Please make sure you have labels for any outbound shipments when shipping out of the hotel when the show concludes.

Questions? Please email us at support@utc.org or [visit the event website at this link.](#)