



# Pediatric Emergency Medicine Leadership

**Westin Riverwalk San Antonio  
San Antonio, Texas  
April 16-18, 2010**

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Anticipated professional attendance: 200

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**Exhibit Schedule** – The following is provided as a *general outline only*. For a detailed course schedule, please visit [www.PediaLink.org](http://www.PediaLink.org) click on ‘find a CME activity’ located under CME finder. Course schedules and exhibit times are subject to change.

## Thursday, April 15

Exhibit Set-up	11:00 am - 12:00 pm
Exhibits Open	12:00 pm - 3:00 pm

## Friday, April 16

Exhibits Open	7:00 am - 4:00 pm
Exhibits Open	5:00 pm - 7:00 pm

## Saturday, April 17

Exhibits Open	7:45 am - 1:30 pm
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## Sunday, April 18

Exhibits Open	7:30 am - 10:30 am
Dismantle	10:30 am - 11:30 am

**Questions???** Please contact:

**Marge Gates**

**Exhibits & Meeting Services Asst**

**Phone: 847/434-4321**

**Fax: 847/228-5059**

**Email: [mgates@aap.org](mailto:mgates@aap.org)**

\* Exhibit hours are subject to change.

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**Space Assignment** - Tabletop space will be assigned on-site, on a first-come, first-served basis. Each exhibitor will be provided with one six-foot skirted table and two chairs. **Please note that depending on space availability, the onsite meeting planner has the discretion to assign tables to accommodate the flow of traffic with the registration area, breaks and exhibits for the meeting.**

**Exhibitor Badges** - Each exhibit representative is required to wear their AAP gold exhibitor name badge when inside the exhibit area (this applies to set-up and dismantle times, as well). Representatives may pick up their badges at the AAP Registration Desk.

**Security** - Overnight security guards will not be provided by the Academy. Should an exhibitor wish to dismantle their exhibit at the end of an exhibit day, the Academy will provide a secure storage area in the hotel where items can be stored overnight. All property of the exhibitor is understood to remain under the exhibitor's custody and control.

## Display Information

Table assignments will be made on-site on a first-come, first-served basis.

A tabletop display is defined as not exceeding 60" in height, 72" in width, and 24" in depth and not obstructing exhibit space to the left or right of the table. All materials must be placed on the table provided, and may not extend beyond the front edge of that table.

Should a display require electrical power or a phone hook-up, it is the responsibility of the exhibiting company to make the appropriate arrangements on-site with the AAP Meeting Services Manager for these table hook-ups. All expenses connected with these services are also the sole responsibility of the exhibiting company.

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## Shipping

Exhibitors are strongly encouraged to **hand-carry** display equipment and materials on-site, eliminating the possibility of lost or misplaced shipments.

If advance shipping is necessary, packages should arrive at the hotel no earlier than 48 hours prior to the start of the course. Packages sent can usually be retrieved at the hotel's bell stand or front desk. ALL packages in your shipment should be labeled as follows:

Representative's Name-Hold for Arrival (arrival date)  
Westin Riverwalk San Antonio  
420 West. Market Street  
San Antonio, Texas 78205  
Direct Phone Number: 210/224-6500  
Toll-free Phone Number: 888/627-8396  
Guest Fax Number: 210/444-6000

In addition labels should indicate the number of boxes shipped (i.e.1 of 2, 2 of 2)

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## Hotel & Transportation

A special group rate of \$199 per night, plus tax, for single or double occupancy, has been negotiated at the Westin Riverwalk San Antonio. These rates represent substantial savings from published rates. **The cutoff date for reservations at the group rate is March 19, 2010. Call the hotel directly to make your reservations.** You can also make your reservations online by going to [www.pedialink.org/cmefinder](http://www.pedialink.org/cmefinder). Once there, click on "2010 at a Glance," select the Pediatric Emergency Medicine Leadership Conference, click on "Hotel & Travel Information," and then click on the link provided for hotel reservations.

**Ground Transportation:** For information on shuttle service from the San Antonio International Airport, contact SATRANS, 210/281-9900 or [www.saairportshuttle.com](http://www.saairportshuttle.com). Taxi service is also available.

**Parking:** Self-parking and valet parking are both available at the hotel.

**Please carefully review the attached "Rules and Regulations at Tabletop Exhibitions" and "Exhibit Terms and Conditions."**

If you have any questions, please contact Marge Gates, Exhibits & Meeting Services Assistant at 847-434-4321 or [mgates@aap.org](mailto:mgates@aap.org)