

## **2019 WCA Exhibitor/Sponsorship Setup/Teardown Info** Kalahari Resort & Convention Center, African East Ballroom

Booth setup is scheduled for Sunday, September 22, 2019 from 1:00 - 7:00 p.m. and on Monday, September 23, 2019 from 7:00 - 8:15 a.m. **The WCA Marketplace officially opens on Monday at 8:45 a.m. and all exhibits must be ready at that time.**

Listed below is a schedule of Marketplace hours and Special Events:

### **Monday, September 23, 2019**

8:45 a.m. - 6:00 p.m.

WCA Marketplace Open

12:00 - 1:30 p.m.

Exhibitor Luncheon

4:30 - 6:00 p.m.

Exhibitor Reception

Please begin tearing down your exhibit on Monday, September 23, 2019 from 6:00 p.m. until 9:00 p.m.

**You must be finished packing and out of the Marketplace by Monday, September 23, 2019 at 9:00 p.m.**

When you arrive, please go to the WCA Exhibit Booth located inside the entrance of the WCA Marketplace (Kalahari Resort & Convention Center African East Ballroom) to receive your name badges, conference program, miscellaneous information and any tickets you may have ordered. Prior to Conference, please contact Cheryl Fleck, WCA Marketing & Events Manager, at the WCA office at 608.663.7188 or email [fleck@wicounties.org](mailto:fleck@wicounties.org)

