

# SEATTLE HOSPITALITY SUMMIT

Presented by



**APRIL 9, 2018 • SEATTLE**

RENAISSANCE SEATTLE HOTEL

## **EXHIBITOR PACKET**

Show Management Contact Information:

**JEFF SWENSON**  
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## EVENT INFORMATION

EVENT NAME: **Seattle Hospitality Summit**  
EVENT DATE: **Monday, April 9, 2018**  
LOCATION: Renaissance Seattle Hotel  
515 Madison Street  
Seattle, WA 98104

MOVE-IN: **Monday, April 9, 2018**  
10:00 am to 11:30 am

- **REMINDER:** This is a tabletop show. All self-standing backdrops need to be pre-approved.
- You can pull up to the front on the Hotel located on 6th street and unload items. You will be allowed to unload for 10-15 minutes.
- For large items that you cannot carry or require a cart- please let show management know and we will make arrangements with you.
- All booths must be set and ready by 11:30 am on Monday, April 9.

EXHIBITS OPEN: **Monday, April 9, 2018**  
11:30 am to 5:00 pm  
\*Please note - Be sure to staff your booth throughout the entire event.

SCHEDULE: **Wednesday, April 9**

11:30 am to 5:00 pm	Registration
11:30 am to 5:00 pm	Trade Show
12:30 pm to 1:30pm	Keynote
1:30 pm to 2:00 pm	Break
2:00 pm to 2:45 pm	Breakouts
2:45 pm to 3:15 pm	Break
3:15 pm to 4:00 pm	Breakouts
4:00 pm to 5:00 pm	Happy Hour

Move-out: **Wednesday, April 9**  
5:00 pm to 6:00 pm

### INCLUDED IN YOUR EXHIBIT PACKAGE:

- (1) 6'x30" dressed & skirted table
- (2) chairs
- 8.5" x 11" booth sign & table stand
- Registration name badge

### NOT INCLUDED IN YOUR BOOTH PACKAGE:

- Easel
- Pipe & drape
- Power
- Wi-Fi
- Parking Validations

## MARKETING

Help us spread the word about this event by sending out the attached flyer to your customers & clients encouraging them to register and attend. If you are interested we can easily brand your company on this flyer if you send us your logo.

Also, spread the word on your social media platforms - i.e **Facebook, Twitter, Instagram, and LinkedIn.** Use the hashtag **#wahospitalitysummits**

## EXHIBITOR DEADLINES & KEY DATES

March 20 - Deadline to let us know of Tall Backdrop

March 27 - Deadline to Order Power if you haven't already done so

March 27 - Deadline to submit names for badges

## WHAT TO EXPECT ON EVENT DAY

- Plan to arrive early as Seattle traffic can be unpredictable.
- Parking is location at the Renaissance Seattle Hotel. The garage entrance is located off of Madison Street. Other parking options are listed on Page 4 of this packet.
- The Washington Hospitality Summit will be located on the Courtyard Level of the Renaissance Seattle Hotel.
- Please check in at the WHA Hospitality Summit Registration Desk located outside of the Courtyard Ballroom on Level 1.
- Once you check in at the Registration Desk, you will be assigned to your exhibitor placement during the event.
- Please setup your booth on Monday, April 9th between 10:00 am - 11:30 am. All setup must be complete by 11:30am on Monday, April 9th.
- PLEASE NOTE: If you have a self-standing backdrop of any size - they must be approved in advance by Show Management. Show Management will have the right to move your booth location on site if a backdrop impedes event site lines. Please let us know no later than March 26.

## EVENT BADGES

Upon receiving this information please make sure we have the names of the people who will be attending the event in order to get the correct names for an event badge. If you are receiving this information and not going to be attending the event, please submit the name of person(s) working the event to us no later than March 30.

## SAMPLING GUIDELINES

- If you are sampling food or beverages during the event, all samples must be approved by show management in advance. Sample sizes are to be 2 oz or less for food & beverage items.
- No items are to be sold onsite for consumption.
- Alcoholic beverage samples must be in 2 oz. containers.
- Anyone serving alcohol samples must i.d. attendees in advance.

## SEATTLE RENAISSANCE HOTEL PARKING RATES

Availability is on a first-come/first-serve basis. Parking clearance is 6' 2". Self-Parking, enter the garage on Madison Ave between 6th and 5th avenue. Valet parking, pull up to the front of the hotel on 6th Avenue and a valet will assist you.

## LOCAL PARKING OPTIONS

- The Renaissance Seattle Hotel provides two options for parking. Overnight Self-parking is \$45.00 inclusive, entrance on Madison Street. Valet parking is \$57.00 inclusive, pull up to the front of the hotel on 6th Avenue and a valet will assist you. Availability is on a first-come/first-serve basis. Parking clearance is 6' 2".
- Ace Parking at the Olympic Garage (206-682-1238) is located two blocks north of the hotel on 5th Avenue. The entrance is on 5th Avenue. Open 24 hours, 7 days a week. Height Clearance is 6'5". From the hotel, going north on 6th Avenue, take a left on Seneca Street, take a left on 5th Avenue. The garage entrance will be on your right on 5th Avenue.
- Key Park Northwest (206-783-4144 ext. 0) parking lot is located on the corner of 8th and Madison Street, two blocks east of the hotel behind the Polyclinic Madison Center. From the hotel on 6th Avenue, turn right on Madison Street. Parking lot entrance will be on your right on Madison Street.
- Bank of America 5th Avenue Plaza (206-624-0864) is located one block south from the hotel. The entrance is on Columbia Street. Parking clearance is 6'2". From the hotel on 6th Avenue, turn left down Madison Street. Take a Left on 5th Avenue, take a left up Marion Street, right on 6th Avenue, one block south take a right on Columbia. Entrance will be on your right.

For more options, please visit [seattle.bestparking.com](http://seattle.bestparking.com)

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## APRIL 9, 2018 • SEATTLE

AT THE RENAISSANCE SEATTLE HOTEL

# \$35

Attendee registration includes:

- Happy Hour Reception with drinks and appetizers
- Coffee and Snacks throughout the day
- Free or discounted Parking
- Networking with over 150 attendees
- Trade Show with over 40 Exhibitors & Sponsors

REGISTER TO ATTEND ONLINE AT  
**HOSPITALITYSUMMIT.ORG**

### EVENT SCHEDULE

**11:30 AM - 5:00 PM:** Registration

**11:30 AM - 5:00 PM:** Networking & Trade Show Open

**12:30 PM - 12:50 PM:** Welcome & Introduction

Anthony Anton - Washington Hospitality Association

**12:50 PM - 1:30 PM:** Keynote

The Future of Hospitality & Foodservice - Mark Freeman of Microsoft

**2:00 PM - 2:45 PM:** Breakout Sessions - Choose One

- Government Affairs Update - Anna Boone and John Lane
- Third Party Delivery: Friction Points - Moderator: Andy Cook

**2:45 PM - 3:15 PM:** Break

**3:15 PM - 4:00 PM:** Breakout Sessions - Choose One

- Proactive Approaches to address Harassment in the Workplace - Catharine Morisset
- 5 Star State of Mind - Christy Augsberger

**4:00 PM - 5:00 PM:** Networking Happy Hour