

Event Detail Summary Sheet

ASI-Fremont Tech EXPO

Thursday, November 16, 2006



Date

Thursday, November 16, 2006

Location

Hyatt Santa Clara
5101 Great America PKWY
Santa Clara, CA 95054
408-986-0700
[Hotel Website](#)

Hotel Accommodations

Hyatt Santa Clara
5101 Great America PKWY
Santa Clara, CA 95054
408-986-0700
[Hotel Website](#)
Room Rate: \$166, Cut-off date: 10/27/06

Schedule

9:00am - 6:00pm	Vendor Seminars
2:00pm - 5:00pm	Vendor Table Top Setup
6:00pm - 9:00pm	Evening Showcase
8:00pm - 9:00pm	Raffle Prize Drawing
9:00pm - 10:00pm	Vendor Teardown

Contacts

Dianna Rao (Event Manager), Office: 510-354-0655, On-Site Cell: 408-421-5343
Vince Tartalia (Vendor Support), Office: 510-226-8000x263, On-Site Cell: 209-612-1665

Shipping

Hyatt Santa Clara
Anne Busschaert, Catering Manager
5101 Great America PKWY
Santa Clara, CA 95054
Your Company Name:
ASI Tech Expo 11/16/06
(Your Name)

Packages will not be accepted more than 3 days before the show date of 11/16/06. The hotel will refuse shipments arriving before 11/13/06.

Outbound Shipments

At the conclusion of the event, box up your product, literature and ASI in cooperation with the hotel will help ship your parcels for you. This can only be accommodated if the following is provided:

- Complete a Federal Express Airway Bill for each carton with your billing account number. Attach to the outside of product carton for shipment.
- If using another method of shipment please bring your appropriate documents.

Deadlines

- Fremont Event: Thursday, 11/16/06
- Electrical Requirements: Thursday, 10/27/06
- Badge Request Deadline: Thursday, 10/27/06
- Monitor Request Deadline: Thursday, 10/27/06
- Raffle Item Notice Deadline: Thursday, 10/27/06
- Hotel Cut Off Date: Monday, 10/27/06
- Show Specials Deadline: Monday, 11/06/06

Forms and additional information can be found on-line at:

<http://www.asipartner.com/marketing/events/home.htm>