



Cambridge Healthtech Institute

GENERAL INFORMATION & CONTACT LIST

Exhibitor Questions

Including: Registration, mailing list agreements, contract questions, exhibitor schedule

Nicole Rosenthal

Senior Client Services Specialist

Cambridge Healthtech Institute

Direct phone: 781-972-5449

Fax: 781-972-5470

Email: nrosenthal@healthtech.com

General Booth Questions

Including: Shipping, Storage, furniture, booth rentals, booth cleaning, carpet, labor, etc.

Freeman

Customer Service

Direct phone: 800-508-5054

Email: customersupport@freemanco.com

Program & Event Guide Ads

Elaine Eskedal

Conference Advertising/Client Services

Cambridge Healthtech Institute

Direct phone: 781-972-5430

Fax: 781-972-5470

Email: eeskedal@healthtech.com

Questions relating to telephone, lead retrieval, audio visual, computer equipment, security and floral

Please contact the service provider noted on the order form.

Order Forms

Please send your orders with payment information directly to the supplier by the deadline date given. Late fees will apply to orders submitted after the deadline date on each form.

Shipping Policies

Your booth number must be noted on all crates/packages and shipping orders you ship to the venue. You are responsible for having shipping plans in place for the pick-up/dismantle of your booth and its belongings prior to the conference date.

Please review the shipping documents carefully and do not hesitate to contact Freeman with any questions. Allow extra time for overseas shipping. Specific shipping procedures must be followed.