



Table-top Vendor Information Long Beach, CA – February 26th

Location

Long Beach Marriott, 4700 Airport Plaza Drive, Long Beach CA, 90815. Vendors show location: Salon A/B/C

Hotel Reservations

MACS has a small room block at the hotel. The room rate is \$159/night. Make a reservation online using the link in the event on the MACS website or call (800) 228-9290.

Name badges

The Tabletop vendor badge form can be found on the MACS website in the Long Beach event. Please submit form no later than **February 1, 2022. Limit 2 people per table.**

Attendee schedule

Friday, February 25

2-4pm – Section 609 Certification Prep Class & Test

Saturday, February 26

8:00-8:30am – Registration/Continental Breakfast

8:30-11:30am – Mobile a/c classroom training

11:30am-1:00pm – Extended lunch/tabletop displays

1:15-4:15pm – Mobile a/c classroom training

Vendor schedule for the day

8:00-8:30am – registration/cont. breakfast/Mingle with the attendees (optional)

9:00-11:30am – set up

11:30am-1:00pm – lunch/tabletop displays

1:00-3:00 – teardown

I will have boxed lunches available for all vendors at 11am.

Set up

Each tabletop vendor will be assigned an 8ft skirted table. Each exhibitor's assigned table will be set up around the perimeter of Salon A/B/C. The tables will be available to you to start setting up at 9am.

Parking

Complimentary self-parking.

Shipping - inbound

Long Beach Marriott
4700 Airport Plaza Drive
Long Beach, CA 90815
Attn: (your name)/MACS Regional Meeting
Pick up packages/boxes at the front desk.

Hotel fees for materials received prior to the 3-day storage period or for parcels remaining for more than 24 hours after conclusion of event:

Packages & boxes - \$5/day
Oversized containers - \$25/day

Shipping - Outbound

The Long Beach Marriott does not have a full-service business center capable of shipping packages. You can use the following for your outbound shipping.

FedEx Office & Ship Center

4000 Atlantic Avenue
Long Beach, CA 90807
(562) 426-3028
Open Saturdays until 6pm/closed Sunday

UPS Store

4101 McGowen St., Suite 110
Long Beach, CA 90808
(562) 420-0071
Open Saturdays until 4:30pm/closed Sundays

Electric

Power is available and can be arranged for onsite. The cost is \$39 for 20 amp. Let Pam know if you need to order power.

Priority Points

Each tabletop vendor will receive 5 priority points plus 1 point for each Regional Training Event. Maximum 8 priority points if you participated in all 3 Regional Events.

Attendee list/Vendor List

Each tabletop vendor will receive an attendee list. Each attendee will receive a vendor contact list.

Give-away items

Any items you wish to give to attendees must be distributed at your table.

Questions?

Contact Pam Smith at (215) 631-7020 x 306 or pam@macsmobileairclimate.org
Onsite – (484) 744-1103