

SPONSOR/EXHIBITOR INFORMATION

2024 Natural Areas Conference

October 7 – 10, 2024

CONFERENCE VENUE

NAC24 will take place at the Manhattan Conference Center, 410 South 3rd St, Manhattan, Kansas. The exhibit hall will be located in Flint Hills, Kings A, B, & C rooms.

REGISTRATION

Here is the link for conference [registration](#). Use the special code provided to you by Holli Redekop to redeem your complimentary registration(s).

EXHIBIT SPACE

Open (no side draping) exhibit space including:

- 8x8' table top exhibit space with 6-foot table, two chairs and table linen*
- Complimentary WIFI
- 120 volt power supply
- Venue is carpeted
- Lead retrieval/badge scanning is not available
- List of attendees with name, title, company, city and state will be provided by October 1, 2024
- Floorplan will be available in advance

EXHIBIT HALL SCHEDULE

DATE	TIME	ACTIVITY
Mon, Oct 7	noon - 5 pm	Exhibitor set up in Exhibit Hall
Tues, Oct 8	9:45 - 10 am	Beverage break in Exhibit Hall
	2:45 - 3:00 pm	Beverage break in Exhibit Hall
	4:30 - 4:45 pm	Beverage break in Exhibit Hall
	4:45 - 5:45 pm	Bar and snacks in Exhibit Hall
Wed, Oct 9	5:30 - 7:30 pm	Poster reception in Exhibit Hall
Thurs, Oct 10	9:45 - 10 am	Beverage break in Exhibit Hall
	10 am - 3 pm	Exhibitor break down in Exhibit Hall

ADVANCE DELIVERY OF MATERIALS

If you would like to send exhibitor table materials to the hotel in advance, please address your boxes as follows:

*YOUR NAME, Hotel guest
Natural Areas Association Conference, October 7-10, 2024
Manhattan Conference Center
410 South 3rd Street,
Manhattan, Kansas, USA 66502*

Shipping

Packages will be delivered to the hotel front desk then stored in the Convention Catering Office until the event date. Please limit arrival to less than two weeks before the scheduled event. If boxes require special delivery, forklift etc., the sender is responsible and must notify the hotel. The Hilton Garden Inn is not responsible for lost or damaged items.

Package Pick Up

Please check in with the Convention Catering Office to pick up your materials prior to exhibitor set up on Monday, October 7.

Return Shipping

If you need to ship materials back to your office, schedule the pick up directly and leave boxes at the front desk for courier pick up.

Hotel Contact

Brookelyn Fernelius
Convention Service Manager
785.532.9116 | brookelyn.fernelius@hilton.com

CONFERENCE APP

The WHOVA app is free for sponsors, exhibitors and event attendees and offers sponsors an effective way to better expose your brand and connect with conference attendees. You will receive a message from WHOVA explaining more.

HOTEL

Please reserve your room at the Fairfield Inn Manhattan [here](#).

PARKING

Guests can enjoy complimentary parking for 48 hours in the parking garage. The hotel and conference center are conveniently connected to a 3-tier parking garage via a walkway.

CONFERENCE AGENDA

A detailed agenda can be found [here](#).

*BLM and Esri booth space to be 16x8 with 2 tables and 4 chairs