



CPPA 2017 WINTER EXPO - EXHIBITOR INFORMATION

M&T Bank Stadium, Baltimore, MD

Wednesday, February 1, 2017

Schedule of Events:

| | | |
|-------------------|--------------------------|---------------------------------|
| Tues. January 31: | Set- Up (see below) | 2:00pm – 5:30pm |
| | Peake Awards Celebration | 6:00pm – 8:30pm – Register here |
| Wed. Feb 1: | Set-Up | 7:00am – 9:30am |
| | VIP Forum | 8:30am – 9:30am |
| | Exhibits Open | 9:30am – 2:00pm |

Shipments:

All shipments must be scheduled to arrive between Friday, Jan. 27 and Tuesday, Jan. 31. Please indicate 'CPPA Expo' and the Supplier or Rep name.

Note- You will need to shipping labels and account information with you for outgoing shipments. You will call for package pickup after the show. Any shipments not picked up after the show within 5 days will be discarded.

Please address boxes as follows:

Aramark

Attn: Sarah Aiello - CPPA Expo

1101 Russell Street

Baltimore, MD 21230

Hold For - insert supplier name

Hotel Block:

Holiday Inn Express Baltimore at the Stadiums (recently renovated)

Use code "CPP" for \$99 rate – Parking is FREE

1701 Russell Street

Baltimore, MD 21230

Book through 800.465.4329

Rate good from January 30 through February 1.

Closing date: Friday, January 10

Meals:

Continental breakfast, coffee and one box lunch will be provided per Supplier Company. You may purchase additional lunches in advance for \$15. (see registration)

Cleaning Fee:

Exhibitors are expected to leave the exhibit area clean and free of trash. Boxes need to be broken down for recycling. If your exhibit area requires additional cleaning after the show, you may be assessed a cleaning fee.

The 10th Annual Peake Awards Celebration is Tuesday, January 31 at the stadium.

Peake Awards: [Register Online](#)

Plan on joining us after you set up for dinner and cocktails as we celebrate the stars of CPPA!

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Exhibitor Set-Up Instructions:

Please choose the proper entrance for the items you are unloading, as the stadium restrictions regarding use of the Club Level elevators are strictly enforced. Please follow all security and stadium staff instructions. Any issues, I will be onsite to assist.

Set-up hours are 2:00pm - 5:30pm on Tuesday, January 31, and 7:00am - 9:30am on Wednesday, February 1. Please do not plan or expect to unload before 2:00pm on Tuesday.

All exhibitors must unload your boxes at the loading dock under the stadium. To get to the dock, follow the directions Lot D/E. Tell the guard you are there for the CPPA Expo. We will have staff at that loading dock to transport your items directly to your table.

Please Note - Security at all NFL stadiums has been tightened significantly. There is new check point where all will be stopped before driving below the stadium to unload. At this point you will be asked for your name and have your cars' under carriage screened. Please give the security staff your full cooperation with this process. I need to submit a list of all exhibitors, so please make sure I have the correct show rep name.

If you are hand-carrying items or are using a small, collapsible dolly, you may park in Lot D/E and enter through the door with the purple awning directly across from Lot E. Only people with small items making one trip are able to use this option. Again, please follow all security staff instructions.

After you unload at the loading dock – Drive back up the hill to Lot D/E and park. Enter the lobby through the door with the purple awning across from Lot E.

Directions to M&T Bank Stadium:

1101 Russell Street Baltimore, MD 21230
410.230-8013 (Stadium Security)
757.491.3114 (Dana's Cell)

Parking in Lot D/E

You will first stop at the Security booth. Tell them you are with CPPA. If you are unloading at the loading dock, you will be asked to stop at a check point for a vehicle check before going below the stadium. Once below, CPPA staffers will be there to assist you unload and then take your belongings to your table via the freight elevator.

Please note: You may not bring anything larger than a collapsible, portable dolly on the Club Level people elevators. This policy is strictly enforced by the Stadium.

To Ravens Stadium Lot D

From the South:

I-95 North to Exit 52, Russell St. Turn right onto Worchester St. and left onto Warner St. Then left onto Ostend St. and take the first right onto the Russell Street Service Drive. Take first right at guard station into lot D.

From the North:

I-95 South to Exit 53, MLK Blvd. Exit at Russell Street (first exit on the right) and turn left at the bottom of the ramp onto Ripken Way. Turn left at traffic light onto Russell St. Veer Right onto the Russell Street Service Drive (immediately after Hamburg Street). Turn left on Ostend Street. Immediate left onto Russell Street Service Drive. Turn right at the guard station into Lot D.

From Downtown:

Take Light Street South. Turn right onto Ostend Street, then right onto the Russell Street Service Drive. Turn Right at the guard station into Lot D