



December 4, 2023

Dear Exhibitor:

The Southeastern Area Blood Bankers (SEABB) invites you to participate in our annual meeting, to be held **March 19-20, 2024, at the KSU College of Professional and Continuing Education Center, 3333 Busbee Drive NW, Kennesaw, GA 30144**. This year's meeting continues to include nationally and internationally recognized speakers.

For those of you who have joined us in previous years, we welcome you back again this year. If you have not exhibited at SEABB, we hope it is a rewarding experience for you. Our past meetings have welcomed nearly 150 attendees each day. An attendee list will be provided a few days before the meeting and an additional final attendee list the week following the meeting. We will provide exhibitors evaluation forms to welcome any suggestions you may have for improvement. This year we will continue to offer P.A.C.E credits for the attendees and any vendors that attend a session.

In addition, Vendor Bingo cards will be distributed to the attendees each day. The purpose of the game is to encourage them to visit all of the Vendor booths. Completing the Bingo card then makes the attendee eligible for door prizes that will be provided by SEABB. Your company is also welcome to sponsor a speaker or a break session. If interested, please indicate on your registration and an SEABB representative will contact you.

Space is limited to 25 vendors on a first-come-first served basis. Please use only the table space to exhibit. The use of large free-standing storyboards or similar items is not recommended due to space constraints. We will provide table assignments by placing the name of your company on the table. Please do not move any of the placements / cards. If you have specific needs, please let us know so we can try to meet your needs.

You can set up your booth after 5:00pm on March 18, 2024. We ask that you bring your own power strips and extension cords if you require electricity. The conference center will not provide power strips or additional power cords. Please do not leave anything in your booth that is valuable. SEABB is not responsible for anything that is missing or damaged.

Vendor registration and schedule are attached to this email for you to review. If you register and pay before Jan. 31, 2024, you will get a \$50 discount.

We look forward to working with each of you this year. If you have any questions or concerns, please contact Pam Inglese at pamela.inglese@redcross.org

SEABB appreciates your assistance and support. Together, we can make this meeting successful.

Sincerely,
Pam Inglese
SEABB delegate