

**Event Name:** Brookhaven Cyber Tech Day  
**Exhibit Date:** Wednesday, June 21, 2023  
**Brookhaven Campus:** Berkner Hall (Building 488); 11 Brookhaven Avenue, Upton, NY 11973

**Time:**

|             |                           |                  |
|-------------|---------------------------|------------------|
| Set up:     | Wednesday, June 21, 2023: | 9:00am - 10:00am |
| Exposition: | Wednesday, June 21, 2023: | 10:00am – 1:00pm |
| Teardown:   | Wednesday, June 21, 2023: | 1:00pm – 2:00pm  |

\*The Expo will take place at the Brookhaven National Lab in the Berkner Hall – cafeteria area.

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**Included Items/ Exhibit Size:** Items included in all exhibitor packages: 6’ table, chairs, electric

\*Please note: exhibit size for this event is a table top. There is enough room for a vertical roll-out style banner, but a 10’ pop-out is not recommended.

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#### **Security Information/Gaining Access On Expo Days:**

Please submit company rep info to Federal Training Partnership by COB on Thursday, June 8, 2023.

Please Note: you **must be a U.S. Citizen to exhibit at this event**. All visitors must be escorted at all times.

\*Company rep info should include: Name, Title, Cell Phone Number, Email, Work Address

\*Company representatives need to bring a valid United States driver’s license to gain access to the Brookhaven campus.

\*Company representatives need to bring a valid United States driver’s license to gain access to the Brookhaven campus.

\*Upon getting to the visitor’s vehicle checkpoint at the Brookhaven Campus, you will need to park and enter the visitors building to pick up your visitor’s day pass. Your company representative name will be on the visitors list.

\*After gaining access to the Brookhaven Campus – you can go straight to Berkner Hall (where the expo is taking place) and start setting up your exhibit.

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#### **Driving Directions:**

Written driving directions can be found at: <https://www.bnl.gov/maps/>.

\*Please see attached map of the Brookhaven Campus. Berkner Hall is located off of Brookhaven Avenue.

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**Parking:**

Parking is located an easy walk from the Berkner Hall.

Please bring a handcart to transport any equipment.

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**Equipment:**

IMPORTANT: Shipping is not allowed directly to or from Brookhaven National Lab. It is recommended to ship any needed items to your company reps hotel and then brought in the morning of the event.

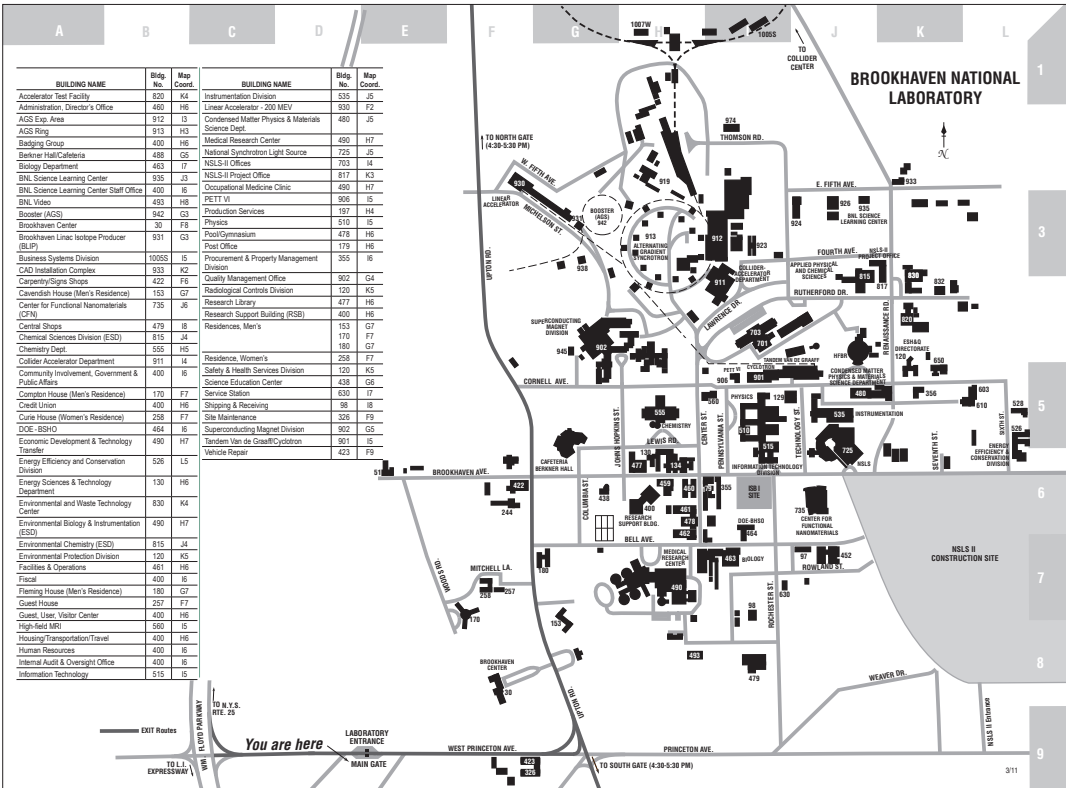
Please bring a handcart to transport materials from your vehicle to the exhibit area.

\*Please note: Federal Training Partnership and Brookhaven will not be held responsible or liable for items shipped to any government facility. Delivery of equipment cannot be guaranteed if items are shipped to this location as it is not allowed, nor recommended.

- All electrical equipment must bear the marking of a **Nationally Recognized Testing Laboratory (NRTL)**. Examples of NRTLs include Underwriters Laboratories, Inc. (UL) or the Canadian Standards Association (CSA); visit <http://www.osha.gov/dts/otpca/nrtl/index.html> for a list of acceptable NRTLs.
  - If the equipment you are bringing meets the NRTL requirements, please mark your equipment accordingly.
  - If your equipment does not carry an NRTL label, it will need to be inspected upon your arrival to the exhibit area.
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**Contact:**

If you have any questions on the event day, please contact Program Manager – Vincent Smith @ 757-344-0656 or [vincent@federaltrainingpartnership.com](mailto:vincent@federaltrainingpartnership.com)



Federal Training Partnership



**Technology  
Expo Series**

**Audio-Visual Rental Form: BNL Cyber**

\* Completed AV forms should be sent to: [contract@federaltrainingpartnership.com](mailto:contract@federaltrainingpartnership.com) or fax to 800-858-3950

| Qty. | Description                            | Pre-Show Price: Per Day | Item Total: |
|------|--|-------------------------|-------------|
|      | 22" Computer Monitor (Flat Screen)     | \$225                   |             |
|      | 32" LCD Computer Monitor (Flat Screen) | \$395                   |             |
|      | 42" Plasma Flat Screen                 | \$495                   |             |
|      | 46" Plasma Flat Screen                 | \$595                   |             |
|      | Floor Stand                            | \$200                   |             |
| 1    | Delivery Fee*                          |                         | \$250       |
|      |  | <b>TOTAL DUE</b>        | \$ _____    |

\*Delivery fee includes transporting of audio visual equipment to and from the event.

**Billing Information:**

EXHIBITING COMPANY NAME: \_\_\_\_\_

\_\_MC \_\_VISA \_\_AMEX      Expiration: \_\_\_\_/\_\_\_\_      CSC/Security Code : \_\_\_\_\_

Credit Card #: \_\_\_\_\_

Card Holder Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

CC Billing Address: \_\_\_\_\_

*Street City State Zip*