

Event Name: ORNL Click or Treat Cyber Awareness Month Expo
Exhibit Date: Thursday, October 31, 2024:
ORNL Campus: 1 Bethel Valley Road, Oak Ridge, TN

Time:

Set up:	Thursday, October 31, 2024:	9:00am - 10:00am
Exposition:	Thursday, October 31, 2024:	10:00am – 2:00pm
Teardown:	Thursday, October 31, 2024:	2:00pm – 3:00pm

*New event location for this year: The event will take place in the main campus outside courtyard, directly in front of Building 5700 (exhibitors will be under tents).

*Rain Location: The Expo will take place at Building 5700 – “Main Street”. Company representatives will be shown the exhibit locations upon arrival to the Visitors Center

Included Items/ Items included in all exhibitor packages: 6’ table, chairs, Wi-Fi (note that electric may not be able to provided to each exhibitor location

Exhibit Size:

*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.

Security Information/Gaining Access On Expo Days:

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

Please Note: **There are currently no Covid protocols for this event. We will let you know if that changes up to the event.**

*Company rep info should be submitted at the following URL (please scroll down to the ORNL event):

- <https://www.federaltrainingpartnership.com/rep-registration>
- All company representative information will need to be submitted by COB on Thursday, October 17th.
- After submitting your company information via the above URL, you’ll receive a badge link from our host at ORNL. This will also need to be filled out by each company representative in order to gain access to the ORNL campus.

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

****You must present a REAL ID-compliant driver’s license or ID. If your driver’s license is not REAL ID-compliant please bring as U.S. Passport or Passport Card.**

*Upon getting to the visitor’s vehicle checkpoint at the ORNL Campus, the company representative name will be on the visitors list.

*After gaining access to the ORNL Campus – you can park your car and then head to the Visitors Center to pick up your badge for the event.

*After you’ve received the visitors’ badge, you may start the set up of your exhibit.

Driving Directions:

Written driving directions can be found at: <https://www.ornl.gov/content/maps-and-directions>.

*Please see attached map of the ORNL Campus. The Visitor's Center is highlighted on the map.

Parking:

Parking is located an easy walk from the ORNL Visitor's Center.

Please bring a handcart to transport any equipment.

Equipment:

IMPORTANT: Shipping is not allowed directly to or from Oak Ridge 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 ORNL 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.

Contact:

If you have any questions on the event day, please contact the Program Manager – Kevin Glatstein @ 718-704-3694 or kg@federaltrainingpartnership.com

Visitors Map

06-21-2011

