

2023 SUPPLIER REGISTRATION INFORMATION



Golf Outing | Monday, May 8th @ Moorhead Country Club

Conference & Showcase | May 9th – May 11th @ Fargo Holiday Inn

Exhibit Set-Up & Hours

The showcase will be held in the Great Hall and Pool Patio at the Holiday Inn. Set-up is 8:00 a.m. to 2:00 p.m., Tuesday, May 9th. Take down of exhibits is after 6:00 pm on Wednesday, May 10th. **Please bring your own extension cord and multi-outlet strip.** Wireless Internet is available in the exhibit area and throughout the Holiday Inn.

Shipping Information

You can ship your exhibit display 1 to 1 1/2 weeks prior to the show:

**Fargo Holiday Inn
% TOC Conference Showcase
3803 13th Avenue South
Fargo, North Dakota 58103**

The Holiday Inn will store your shipment and place it in your exhibit space for Tuesday set up. It is important that your company name is shown on each box that is being shipped and the number of boxes being shipped (1 of 4, 2 of 4, etc.). Please bring along a prepared RETURN shipping label so Shipping and Receiving personnel at the Holiday Inn can return your items efficiently.

Exhibit Hours

Exhibit hours are 3:00 to 6:30 p.m. on Tuesday, May 9. Keg beer will be served in the exhibit areas on Tuesday and Wednesday. **On Wednesday, May 10, the exhibits will be open from 3:00 to 6 p.m.**

A Supplier-Sponsored Reception will be held in the Harvest Hall from 6 -7:30 p.m. with a full bar and large assortment of hors d'oeuvres.

Registration Fees

Per-person cancellations and company fees may be refunded in full up to April 21st. **No refunds after April 21, 2023.** Only companies with paid registrations will be assigned exhibit space.

Golf Fees

The TOC Golf Outing online registration form can be found soon on www.NDTA.net. We prefer that you keep your golf fees separate from your conference registration fees. If you must include them with the exhibit registration fees, NDTA will forward your golf fee to Red River. Email tocgolf@rrt.net to have your golf questions answered.