

OTC 2018 - Exhibitor December Newsletter

Wednesday, December 27, 2017 3:34 PM

OFFSHORE TECHNOLOGY CONFERENCE 2018

30 April-3 May 2018 | Houston, Texas, USA | NRG Park

2018.otcnet.org

GOING THE DISTANCE
CELEBRATING 50 YEARS OF OTC



December 2017

GOING THE DISTANCE

Offshore Technology Conference Exhibitor eNewsletter



In This Issue

Avoid Exhibitor Scams

Upcoming Dates

Exhibitor Services Manual

Celebrating 50 Years

OTC 2018 will begin our celebration of 50 years of OTC. This celebration, culminating in 2019, is a recognition of our deep commitment to the people and companies who have helped us to

Final Payment Deadline
Complete Your Company Profile
Exhibition Schedule
Parking Passes
Sponsorship Gallery

reach this milestone. We are grateful to the offshore energy industry, our exhibitors, and our attendees as we all uncover new techniques, technologies, and connections.

[Exhibitor Resources](#)

[Access Your Account](#)

[Sponsor & Advertise](#)

[Contact Exhibits Team](#)

Stay Safe



Avoid Exhibitor Scams

[Learn How](#)

Exhibitor Services Manual

The [Exhibitor Services Manual](#) (ESM) is now available.

Freeman is the general services contractor for the 2018 Offshore Technology Conference. All order forms for Freeman and other official specialty contractors can be located on the Forms and Brochures page of the ESM, along with important show information.

Please be sure to review important documents and relay all vital information to your staff who will be on-site during the show.

Final Payment Deadline

Final payments for booth space at OTC are due on 12 January 2018. Please take a moment to log-in to the exhibitor portal to complete this payment.

As stated in the OTC Terms and Conditions:
“Exhibitors who are not paid in full by 12 January 2018 will have one point deducted from their total priority points. OTC reserves the right to cancel and reassign any Exhibit Space for which an invoice remains unpaid after invoice due date. Exhibitor will not be allowed to begin move-in operations or be listed as an Exhibitor in the Conference Program until full payment and a duly executed Agreement has been received by OTC.”

Exhibition Schedule

Upcoming Dates to Remember

2 January 2018

Catering available for orders

10 January 2018

Housing and registration to become available

12 January 2018

Final Balance Due

16 January 2018

Parking Passes available for purchase

9 February 2018

Multi-level booth notification due to [Barbara Katz](#)

22 February 2018

Catering orders due for Early Bird discount by 1700 CST

25% Discount on Coffee and Bottled Water by the Case, 20% on Standard Food items, not including Alcohol, Crowd Pleasers or Special Orders/Espresso Services

26 February 2018

Complete online profile for inclusion in the printed program

Entries after this date may not appear in the printed program

Complete Your Company Profile

Stand out at OTC! Tell potential clients about the services, products, and opportunities your company provides by completing your company profile in full

Please be sure to review the [full exhibition schedule](#) and plan your travel accordingly.

NRG Park will be **closed Sunday, 29 April**. No exceptions.

Any exhibitor whose installation will not begin until 1200 or later on Saturday, 28 April must provide written notification to [Show Management](#) for approval.

Installation on Monday, 30 April may take place with Show Management approval. The exhibition floor will open to exhibitors at 700 and the exhibit must be completely set-up by 900.

[NRG Center Target Move-In](#)

[NRG Arena Target Move-In](#)

[NRG Parkway Target Move-In](#)

OTC Sponsorship Gallery

The new OTC Sponsorship Gallery is available to help you visualize the competitive advantage your company can create. With a variety of promotional opportunities, our sales team can help you design the perfect program to enhance your company's experience and return on investment at OTC.

[Visit the Sponsorship Gallery](#)

company profile in full. Complete your online profile by 26 February for inclusion in the printed program.

Unsure where to start? We have created [instructions](#) (pdf) to ensure you have all the information you need at your fingertips.

[Complete Your Profile Here](#)

NRG Parking Passes

Parking passes for NRG Park will be available for order on 16 January 2018 at USD 60 per vehicle.

Order parking passes online via the NRG Park storefront or by emailing the [parking pass order form](#) (pdf).