

**NBTA Elementary Council Conference**  
**May 3, 2024**  
**Fredericton High School, Fredericton, NB**  
**Fact Sheet**

**Place:** 300 Priestman Street, Fredericton, NB E3B 6J8

**Date:** May 3, 2024

**Registration and Payment Deadline:** **Thursday, April 4, 2024** (no refund for cancellation after this date).

**Cost:** \$300.00 per table or \$150 for non-profit organizations with a registered number (**payable by Credit Card Only**)

**Set-Up:** Thursday, May 2<sup>nd</sup>, from 4:00 to 6:00 p.m. and Friday, May 3<sup>rd</sup> from 7:00 to 8:30a.m.

**Exhibits Open:** Friday, May 3<sup>rd</sup> from 8:30a.m.-3:00p.m.

**Tear Down:** Friday, May 3<sup>rd</sup> from 3:30 to 4:30p.m. (**Please not before**).

**Disclaimer Upon Registration:** It is important that each exhibitor have Tenant's Liability Insurance.

**Lunch:** Lunch on own.

**Host Hotel (and location):** Crowne Plaza Fredericton, 659 Queen Street, Fredericton, NB E3B 5A6

**General Info:** \*On site scanning/registration and breaks will be near the exhibit area. Arrangements have been made for additional help. The building will be locked overnight and alarm set, but security is not available.

**Shipping Info** – All shipments **MUST** be labelled on the outside of the packages as follows:

**Attention: Laura McCarron**  
**Address: Fredericton High School**  
**300 Priestman Street**  
**Fredericton, NB E3B 6J8**  
**Box 1 of \_\_\_\_**

Office: (506)453-5435  
E-mail: [laura.mccarron@nbed.nb.ca](mailto:laura.mccarron@nbed.nb.ca)

**Further Information**

**Name of person with Council Vendors role: Lindsay Morris.**  
**Re: NBTA Elementary Council Exhibits**

School: (506)363-4703; Fax: (506) 363-4704; Cell: (506) 260-1105  
e-mail: [Lindsay.morris@nbed.nb.ca](mailto:Lindsay.morris@nbed.nb.ca)  
(Between 8:00 a.m. to 4:00 p.m.)

**Please Note:** We respectfully request you do not share your exhibit space with other affiliates.