HRF Exhibitor Know Before You Go

Thank you for participating in IPC’s High Reliability Forum scheduled for October 17-18, 2023 at the Hilton BWI Airport in Linthicum (Baltimore), MD.

**Hotel**

Hilton Baltimore BWI Airport

1739 West Nursery Road

Linthicum Heights, MD 21090

The IPC room rate is $149 per night and available until Monday, September 25, 2023 or until all rooms are booked. Reservations can be made [online](https://www.hilton.com/en/attend-my-event/bwiaphf-ipc016-6099a74a-e592-4b9e-ac0e-868b61ff0935/) or by calling 410-694-0808 - **Be sure to mention IPC to receive the discounted rate.**

**Hotel Amenities**

* Complimentary self-parking
* Airport shuttle
* On-site restaurant
* Indoor pool
* Fitness center
* Business center

**Traveling to the Hotel**

Hilton Baltimore BWI Airport is a half a mile from BWI Thurgood Marshall Airport and 10 minutes from the Baltimore city center.

**Included with Tabletop Exhibits**

One 6' draped table

Two side chairs

One standard electrical outlet

One complimentary conference registration, select sponsorship packages receive two complimentary conference registrations.

**To Register for your Complimentary Conference Registration(s)**

* Visit the event [website](https://www.ipc.org/event/high-reliability-forum)
* Click on “Register Now”
* Enter Promo Code: **HRF23**

**Shipping - Inbound**

Shipments should arrive no earlier than **Friday October 13**, if shipments arrive prior to Friday, October 13 a $25 surcharge per day per box will apply.

All shipments should be labeled as follows:

Hilton BWI Hotel

1739 W. Nursery Road

Linthicum, MD 21090

Attn:  Name of Contact from your Company who will be on-site / Company Name

Hold for: IPC’s High Reliability Forum

**Shipping - Outbound**

All outbound packages must be scheduled for a pickup through a carrier, this includes UPS and FedEx.

Ensure a return label is on all outbound packages and they are secured via packing tape. Once packing is complete, hotel staff will bring packages from exhibit area to the loading dock for pick up.

If outbound shipments are not picked up within 72 hours of the event concluding, a $25 surcharge per day per box will apply.

**Conference Location**

Concourse A & B

**Set Up**

Tuesday, October 17 | 1:00 pm – 5:00 pm

Exhibits must be set prior to the 5:30 pm Welcome Reception

**Tear Down**

Thursday, October 19 | 12:00 pm – 3:00 pm

(event concludes at 12:00 pm – Grab and Go lunch will be provided)

Exhibits must be packed and cleared by 3:00 pm

**Networking Events with Exhibitors**

Tuesday, October 17

5:30 pm - 7:00 pm Welcome Reception with Exhibitors

Wednesday, October 18

7:30 am – 8:30 am Networking Breakfast with Exhibitors

10:00 am – 10:30 am Networking Break with Exhibitors

3:00 pm – 3:30 pm Networking Break with Exhibitors

Thursday, October 19

7:30 am – 8:30 am Breakfast with Exhibitors

10:00 am – 10:30 am Networking Break with Exhibitors

For the full event schedule, agenda and updates, visit: [IPC High Reliability Forum | IPC International, Inc.](https://www.ipc.org/event/high-reliability-forum)