



**SCHEDULE-AT-GLANCE**

<b>Educational Event</b>	1:00 – 5:00 PM
<b>SHOW HOURS</b> <i>Includes food &amp; Beverage</i>	5:00 – 8:00 PM
<b>Exhibitors Check-in / Set-Up Time</b>	3:00 – 4:45 PM

**Tabletop Fee:** Check website for current fee-the earlier you buy your table, the more you save \$550 before December 31, 2025  
6 foot draped table, 2 chairs, Company I.D.

**PAYMENT OPTIONS:** Check or Credit Card

**Check** – To pay by check, please contact [gerri@gcbusiness.com](mailto:gerri@gcbusiness.com) for the address.

**Credit Card** (AmEx, Discover, Visa, Mastercard). To pay by credit card, you will be automatically directed to the credit card link when registering for the tabletop.

**Cancellations/Changes and Refunds:** If cancellation is received in writing prior to February 28, reservation fee less \$200 handling charge will be refunded. No refunds will be given for any cancellation after March 1, 2026.

**ELECTRICITY:** If your company requires electricity it is \$50 and **your table must be located by the wall where electricity is indicated.**

**FLOOR PLAN** – See Our Current [Floor Plan HERE](#)

**NAME TAGS – EXHIBITOR BADGES**

You can have an unlimited number of badges at no fee. To request badges for representatives from your company, click on your auto-login link (your personal company profile page). Click on “Badges” located at the top right next to Edit Profile – then click ‘Add New’. Provide first and last name, Job Title and Email. Badges will be picked up upon your arrival at the check-in desk. If you cannot locate your auto login, please contact [gerri@gcbusiness.com](mailto:gerri@gcbusiness.com) and it will be emailed to you. All your badges will be available upon your arrival.

<<See Next Page for More Details>>



## SHIPPING INSTRUCTIONS

Boxes can only be accepted **no earlier than Monday, April 27, 2026.**

Event Date: Wednesday, April 29, 2026 - Include your Company Name & Table Number on the box.

Marriott Owings Mills Metro Centre

ATTN: Alexis Keith

10101 Grand Central Avenue

Owings Mills, MD 21117

**HOLD FOR MDIFT Expo – 4/29/2026 – Magnolia Ballroom**

Add your **Company Name & Table # \_\_\_\_\_**

## RETURNING PACKAGES

If you wish to **return materials/boxes** from the Marriott, please come prepared with shipping labels. Only UPS and Federal Express can be utilized. Bring your boxes to the designated area which you will know when you arrive. Our office will call UPS and FedEx to schedule the pick up, unless you make the call. We will ask that you complete a form upon arrival.

If you have any other questions or concerns:

Contact the Gerri Cristantiello by phone at **201.657.1989**

or email at [gerri@gcbusiness.com](mailto:gerri@gcbusiness.com) or [iftmaryland@gmail.com](mailto:iftmaryland@gmail.com)

[DIRECTIONS & TRANSPORTATION TO MARRIOTT OWINGS MILLS VIA GOOGLE MAP](#)