

# North Carolina Biomedical Association

## Vendor Information and Agreement

### *48th Annual NCBA Symposium & Exposition*

August 17–19, 2026

Harrah's Cherokee Casino Resort

777 Casino Drive, Cherokee, NC 28710

## Symposium Schedule

Monday, August 17, 2026	
Annual Mike McCoy Golf Tournament	12:00 PM – 4:00 PM
Opening Reception & Golf Awards	7:00 PM – 9:00 PM
Tuesday, August 18, 2026	
Registration with Breakfast	7:30 AM – 9:00 AM
Education Sessions	9:00 AM – 12:00 PM
Business Luncheon	12:00 PM – 1:30 PM
Education Sessions	1:30 PM – 4:30 PM
Exhibit Hall – Vendor Reception	4:30 PM – 7:00 PM
Social Event	8:30 PM – 10:00 PM
Wednesday, August 19, 2026	
Registration with Breakfast	8:00 AM – 8:30 AM
Education Sessions	8:30 AM – 11:30 AM
Lunch in Vendor Hall	11:30 AM – 1:30 PM
Education Sessions	1:30 PM – 4:30 PM

## Vendor Participation & Booth Information

- Each booth includes one 10' x 10' space, one draped table, and two chairs.
- Standard 120V electrical service is included. Additional electrical requirements must be arranged through the Cherokee Convention Center.
- Extension cords are not provided and must be supplied by the vendor.

- Two attendees are included per booth purchase (4 for double booth, 8 for island).
- Additional representatives may attend for \$150.00 each.
- Vendors are encouraged to provide door prizes to increase attendee engagement.
- Prize drawings will occur during the symposium. Winners must be present to win.
- To participate in prize drawings, contact [vendor2@ncbiomedassoc.com](mailto:vendor2@ncbiomedassoc.com) with prize details.

## Setup & Exhibit Hours

- Vendor Setup: Tuesday, August 18, 2026 | 11:00 AM – 3:00 PM
- Exhibit Hours: Tuesday 4:30 PM – 7:00 PM and Wednesday 11:30 AM – 1:30 PM
- Booth Removal: Wednesday, August 19, 2026 | 1:30 PM – 4:30 PM
- All exhibits must be removed by 4:30 PM on Wednesday.

## Registration & Payment

Vendor registration opens February 18, 2026. Booth selection is finalized upon receipt of payment. Early registration payment deadline is March 18, 2026. Online payment is available via secure PayPal processing (PayPal, Visa, American Express, MasterCard).

## Liability & Cancellation Policy

Exhibitors assume full responsibility for their property and agree to indemnify and hold harmless the North Carolina Biomedical Association against claims arising from installation, removal, or use of exhibit space, excluding liability resulting from sole negligence of NCBA. Cancellation within two weeks of the symposium will result in no refund unless the booth is filled by a vendor on the waiting list.

## Shipping Information

Harrah's Cherokee Casino Resort Attn: Deiah Haddock, Convention Services Manager |  
Recipient Name (Guest) (Include Convention/Event Name / Meeting Room if known) 777  
Casino Drive Cherokee, NC 28710 Box \_\_\_\_ of \_\_\_\_