



Great Lakes International Imaging and Flow Cytometry Association

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www.gliifca.org

GLIIFCA 18

July 15, 2009

Dear Exhibitors:

Welcome to the 18th Annual Meeting of the Great Lakes International Imaging and Flow Cytometry Association (GLIIFCA)! This letter contains additional meeting information.

Please pick up your name badge and meeting materials at the GLIIFCA registration table on Friday. Your meeting registration entitles you to all “meals” and beverage tickets are included with your name badge.

This year, the **exhibit/poster area** will be the **Grand Ballroom**, on the second floor of the Marriott. Skirted tables, chairs, and electrical connections will be provided. Please note that table locations are available on a first-come, first-serve basis. You may begin setting up your displays any time after 11am Friday morning. The Friday evening reception, Saturday wine & cheese reception, as well as the refreshment breaks will take place in this area. You will probably wish to be available at your tables during these times. We encourage you to keep the displays up until after the break Sunday morning (approx. 11:00 AM); however, we understand that some exhibitors may need to breakdown earlier.

When shipping your materials, please have them directed to the Marriott at the address below. Please make sure your items are labeled for the GLIIFCA conference. You may direct any questions regarding shipping and storage to:

Ms. Dana Lucot
Convention Service Manager
c/o Pittsburgh Marriott City Center
112 Washington Place
Pittsburgh, PA 15219
Tel: (412) 918-1308
Fax: (412) 394-1017
Email: dlucot@shanerhotels.com

When phoning for your room reservations, please mention GLIIFCA (the Great Lakes International Imaging and Flow Cytometry Association).

Thank you for all of the abstracts that have been submitted. Unfortunately time does not allow for us to accommodate everyone. We will be contacting those individuals selected for presentation at the Industrial Symposium on Friday evening. We ask that you please provide a copy of your 20 minute presentation to our audio visual manager in the format requested below.

- 1. Name, affiliation, phone, fax and email address of the presenter**
- 2. Title and abstract of the presentation**
- 3. Please arrange the presentation in Powerpoint format. We are currently using Office 2003 for PC's (non-Mac's) but will also have Office 2007.**
- 4. By September 25, 2009, please have the presenter email or mail the presentation as a CD or floppy disc to our AV manager below. It is much easier for us to load your presentation on our organization's computer.**

**Ed Podniesinski
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Please contact me if you have any additional questions:

**Karen Domenico
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Fax: (419) 383-3104
Email: Karen.Domenico@utoledo.edu**

I look forward to seeing you this autumn!

Karen