



## Exhibitor's and Sponsor's Guide to the 2008 Cohousing Conference

Thank you for sponsoring this year's conference. The conference wouldn't exist without exhibitors and sponsors, and we truly appreciate your time and energy.

Below you will find helpful information as you prepare for the conference at Bentley College this June. If you have any additional questions, please do not hesitate to contact Whitney Schmidt, Conference Coordinator, at [whitneyschmidt@verizon.net](mailto:whitneyschmidt@verizon.net), or (774) 678-9083.

### **Getting to Campus**

Bentley is situated about a half hour west of Boston Logan Airport. Public transportation is available, and can be mapped according to you specific arrival times at [www.mbta.com](http://www.mbta.com). *Because of the ongoing construction at Logan Airport, subway transportation from the airport is currently quite a long process. If you have many bags, you may prefer to explore other options.*

You may map your trip to campus by car at <http://www.bentley.edu/directions/>  
If you have any questions about getting to campus, or need assistance in any way, please contact the conference coordinator.

### **Arrival**

Upon your arrival at Bentley College, please check in with Registration for your room assignment and other information. Registration can be found on the third floor of the Adamian Academic Center from 8 am until 5 pm Thursday through Saturday. For early arrivals or arrivals outside of registration times, please contact the Conference Coordinator.

### **Shipping Materials**

Should you need to pre-ship any materials for your presentation, you may do so directly to the campus. The shipping address is:

Bentley College  
Attention Jennifer Fleming  
La Cava Building  
175 Forest Street  
Waltham, MA 02452



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one neighborhood at a time.*



### **Accessibility**

Bentley College is an accessible campus. Please assist us in making your experience as accommodating as possible by letting us know your needs on the attached Presenter Information Form.

### **Set Up and Tear Down**

You may set up your exhibit Thursday starting at noon. Tear down begins on Sunday at noon.

### **Electricity**

Electricity is available; however, your own extensions cords will make the exhibits run more smoothly. We will have a few available. If you have any concerns, please contact the conference coordinator for assistance.

### **Table covers**

Table covers and skirts are not provided. Please bring cloths, if you need them. Tables are 8' x 4'.

### **WiFi Access**

Bentley College has campus-side available WiFi. Pass codes will be given upon registration.

### **Professional's Room**

Please join other Cohousing Professionals, Presenters, and Sponsors in our First Ever Professional's Room! Tables and chairs, coffee, water, snacks all day. You may also pick up your meals in this room, rather than in the general meal line. Open from 7 am – 7 pm Wednesday through Sunday (closes at 2 pm on Sunday).



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