

Dear Exhibitor,

We look forward to your participation as an exhibitor at the AORN Global Surgical Conference & Expo which will be held March 9-12, 2024 (Exhibits open March 10-12) at the Music City Center in Nashville, TN.

We are pleased to announce the launch of the Exhibitor Service Manual. The Exhibitor Service Manual is designed to assist you in your planning efforts for the AORN Global Surgical Conference & Expo.

The [Exhibitor Hub](#) allows you single sign on access to complete required forms, register your staff for badges and order services from the official event vendors. **All required forms must be completed in your portal by February 2, 2024.**

Please check the Exhibitor Hub for the status of your submissions, including approval/denial of renderings, notes regarding your submissions, and any further instructions. With your help, we can ensure the overall success of the AORN Global Surgical Conference & Expo. Please email or call me if you have any questions. [Meghan Leahy](#) or 703-654-6929.

I look forward to seeing you in Nashville!

Meghan Leahy, CFM
Senior Manager, Exposition Operations
SPARGO, Inc.