



## 2019 Legislative Summit

### EXHIBITOR FREQUENTLY ASKED QUESTIONS (FAQ)

1) About The Latino Coalition(TLC)/Job Creators Network (JCN):

The Latino Coalition is the leading, national Latino organization representing Hispanic-owned small businesses (our database contains a network of over 1 million independently owned firms) and the 50-million-strong Hispanic consumer market.

Job Creators Network is a nonpartisan organization whose mission is to educate employees of Main Street America, so it can protect the 90 million people who depend on the success of small businesses.

The highly-anticipated event will bring together hundreds of entrepreneurs, executives, and elected officials to discuss the public policy issues that matter most to Hispanic business owners and leaders.

For more information please visit:  
<http://www.thelatinocoalition.com/>  
<https://www.jobcreatorsnetwork.com/>

2) When and where will the event be held?

Park Hyatt Washington D.C. (The Gallery Level)  
1201 24th St NW, Washington, DC 20037

Wednesday, March 6, 2019

(Foyer)

7:00am-7:45am Breakfast & Registration

(Salon Ballroom)

8:00am-8:45am Opening Session

9:00am-9:45am Energy Panel

10:00am-10:45am Job Creators Network Panel

11:00am-11:45am Capital Access Panel

(Gallery Ballroom)

12:15pm-2:30pm Luncheon

(Foyer)

2:45pm-3:15pm Networking & Exhibit

(Salon Ballroom)

3:30pm-4:45pm Reception

Exhibitors will be ongoing from 7:00am-3:15pm.

3) How do I register for the event?

*Event Ticket (\$95+ per ticket):*

Please visit:

<https://2019legislativesummit.eventbrite.com>

4) What does each exhibitor table include?

Each exhibitor table includes (1) 6' table and (2) chairs. It is a linenless hotel and each space is approximately 8'Wx4'H.

5) Do I have access to electricity and Wi-Fi?

If you require Electricity (5 AMPs) and/or Wi-Fi (for one user), please contact Michelle at [Michelle@Innovatemkg.com](mailto:Michelle@Innovatemkg.com) to order **by latest Wednesday, February 27<sup>th</sup>, 2019.**

Power: Please indicate how many amps you will require if you will need more than 5 AMPs.

6) Exhibitor Load In and Load Out Time

Load in begins at 6:00AM on Wednesday, 3/6. All exhibitors must be ready by 7:30AM EST.  
Load out begins at 3:15PM on Wednesday, 3/6. All exhibitors must load out by 6:00PM EST.

7) Parking

Valet rate is \$30.00/ per car  
Overnight Parking is \$56.00+/per car  
No Self-parking available

8) Directions to the Hotel:

From Ronald Reagan Washington National Airport (DCA) – 6 miles:

- Follow S Smith Blvd to George Washington Memorial Pkwy
- Continue on George Washington Memorial Pkwy. Take Arlington Memorial Bridge and I-66 E to 24th St NW in Washington
- Turn left onto 24th St NW



From Washington Dulles International Airport (IAD)  
– 27 miles:

- Get on VA-28 S/Sully Rd from Aviation Dr
- Continue on VA-28 S/Sully Rd to Sully. Exit from VA-28 S/Sully Rd
- Get on I-66 E in Providence from VA-645/Lees Corner Rd and US-50 E
- Continue on I-66 E. Take I-495 N and George Washington Memorial Pkwy to L St NW in Washington. Take the Whitehurst Frwy exit from I-66 E
- Take Pennsylvania Ave NW to 24th St NW

From Baltimore/Washington International Airport (BWI) – 37 miles:

- Continue to I-195 W
- Take MD-295 S, Baltimore-Washington Pkwy and State Hwy 295 to Maine Ave SW in Washington. Take the Maine Ave exit from I-395 S
- Continue on Maine Ave SW. Take Independence Ave SW to I-66 E
- Continue on I-66 E to L St NW. Take the Whitehurst Frwy exit from I-66 E
- Take Pennsylvania Ave NW to 24th St NW

#### Additional Transportation

- The nearest station to Park Hyatt Washington D.C. is Foggy Bottom / George Washington University Station, located on the corner of 23rd and I Streets, NW. This station is located along the Orange and Blue lines.
- The hotel is also located near the Dupont Circle Station, the south entrance is located on the corner of Connecticut Ave. & 19th St., NW. This station is located along the Red line.

#### 9) What do I do with trash?

Trash cans will be provided throughout the venue and replenished with trash bags throughout and during the event. Any large boxes must be broken down and stacked neatly by the trash cans and a representative will come and clear it for you.

#### 10) Where do I ship my collateral or packages before the event?

Please ship packages directly to the hotel to arrive **within 3 days of the event date (3/6)** at the following address below. If packages are received outside of this time frame, additional fees will apply.

ATTN: AMANDA TANEJA  
Park Hyatt Washington, D.C.  
1201 24th Street NW, Washington, DC, 20037, USA  
Re: 3/6/2019 Legislative Summit\_[Your Company Name]

The package must be indicated with event name, event date, and your company name. To retrieve your packages on the day of the event, please visit the front desk.

If you would like the hotel to confirm that your package has been received, please send a copy of your tracking information to [amanda.taneja@hyatt.com](mailto:amanda.taneja@hyatt.com). Please indicate event name, event date, and your company name in your email subject line.

#### 11) What if I want to ship packages out after the event is over?

Exhibitors must have their package sealed with a pre-paid label and the hotel can send it out with the other deliveries. Please drop off your packages at the hotel front desk.

#### 12) Is there a place to store my personal items?

No, we suggest leaving all valuable items in your car. The venue and event producer is not responsible for any lost or stolen property.

#### 13) General Contact

For general questions and requests, please contact our event agency:

Michelle Luong | Innovate Marketing Group  
Day of Contact: 626-265-8225 | Office: 626-817-9588  
E-mail: [Michelle@Innovatemkg.com](mailto:Michelle@Innovatemkg.com)