



Dear SENTAC Industry Partner,

On behalf of The Society for Ear, Nose and Throat Advances in Children (SENTAC), thank you once again for partnering with us for the **2026 SENTAC Annual Meeting**, taking place in Nashville, TN. We are excited to have you join us and sincerely appreciate your support in making this meeting a success.

For the latest agenda updates and additional conference details, please visit the [SENTAC website](#).

Hotel Logistics & Room Block Information

The 2026 Meeting will be held at:

Renaissance Hotel

[611 Commerce Street, Nashville, TN 37203](#)

👉 [Click here to book your room](#)

Exhibitor Logistics & Details

Company Registration

Please register **all** exhibitor booth representatives by contacting sentac@affinity-strategies.com

- Each exhibitor table includes a specified number of complimentary attendee registrations related to your sponsorship level, please refer to your agreement.
 - Additional exhibitor badges may be purchased for \$300.00 each.
 - Each attendee must be registered individually.
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Exhibit Set-Up & Breakdown - Broadway 1

- Set-Up:
 - Thursday, December 3, 2026, | 12pm – 5:00pm
 - Breakdown:
 - Saturday December 5, 2026, | 3:55pm – 5:30pm
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Exhibit Hall Hours & Dedicated Breaks

Attendees will have access to the Exhibit Hall during the following hours:

- Friday: 7:00 am – 5:30 pm
- Saturday: 7:00 am – 5:30 pm

Exhibitors may staff their booths at their discretion. Suggested high-traffic times include:

- Friday & Saturday Breakfast: 7:00am – 8:00am
 - Friday breaks 9:50am – 10:20am, 3:10pm – 3:40pm, Saturday breaks 10am – 10:30am and 3:25pm – 3:55pm
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Booth Inclusions

- One 6-foot table
- Two chairs
- Waste basket

Electric & Audio-Visual Needs

A link will be provided when available for ordering (additional fees apply)

Company Logo Requirements

Your company logo may appear in printed and digital meeting materials, including the conference website, mobile app, program book, signage, banners, and sponsor recognition displays.

Logo Specifications

- Preferred File Types: AI or SVG (vector files)
- Accepted File Types: PDF or high-resolution JPG
- Color Mode: CMYK (RGB files can be converted if necessary)
- Resolution: 300 dpi at the final printed size

Not Recommended: PNG or GIF files, which are typically designed for digital use and may not reproduce well in printed materials.

Logo Size

Please provide your logo at the size it will be printed whenever possible.

For example, if your logo will appear approximately 3 inches wide on signage or a banner, the submitted file should also be at least 3 inches wide at 300 dpi. Enlarging a smaller image reduces resolution and may result in a blurry printed logo.

PLEASE SUBMIT YOUR LOGO [HERE](#)

Shipping Information

FedEx Business Center Office & Shipping Center

The business center is located on the 4th floor of the hotel and staffed Monday – Friday from 7:00am to 6:00pm CST, Saturday from 8:00am – 1:00pm CST, and closed on Sunday.

Label packages sent to Renaissance Nashville Hotel as follows:

(Guest Name) (Guest Cell Number)

c/o FedEx Office at Renaissance Nashville

611 Commerce Street Nashville, TN, 37203 (SENTAC 2026) Box ___ of ___

The following handling fees apply to all packages shipped in and out, in addition to the carrier's assessed cost.

Package Weight	Package Pick up or Drop off by Guest	Package Pickup or Delivery by FedEx
Envelopes up to 1.0lb.	\$2.00	\$5.00
0-1 pound	\$2.00	\$5.00
1.1-10 Pounds	\$10.00	\$15.00
10.1-20 Pounds	\$15.00	\$20.00
20.1-30 Pounds	\$20.00	\$30.00
30.1-40 Pounds	\$25.00	\$40.00
40.1-50 Pounds	\$25.00	\$50.00
50.1-60 Pounds	\$35.00	\$50.00
60.1 and over	\$35.00	\$70.00
Crates & Pallets -	\$150.00 or \$.75/lb. > 200 lbs.	\$150.00 or \$.75/lb. > 200 lbs.

You will be responsible for coordinating with hotel staff upon arrival to retrieve your shipped materials and arrange payment for shipment receipt. Once payment is completed, hotel staff will deliver materials to your assigned table.

The exhibit hall diagram with booth assignments will be sent closer to the event.

We truly appreciate your partnership and look forward to a successful and engaging meeting together.

For additional questions, please contact sentac@affinity-strategies.com