

**GUIDELINES FOR THE PREPARATION AND SUBMISSION  
OF POSTERS  
for the NHA Hydrogen Conference 2006**

These guidelines are provided to assist all authors in the preparation of their poster.

**Setting Up Your Poster**

- Poster set up will be on Sunday, March 12, from 12:00 pm - 6:00 p.m. If you can not be present during setup, you may set up your poster during another time when the exhibit hall is open – see the Conference schedule at [www.hydrogenconference.org/program.asp](http://www.hydrogenconference.org/program.asp). NOTE: neither the NHA nor Hydrogen Expo can provide assistance setting up your poster if you are unable to appear during the scheduled setup time.
- If you wish to mail your poster in advance of the Conference, you mail it to the event decorator warehouse. Posters will be accepted as early as Monday, February 13. Freeman will deliver the posters to the exhibit hall poster area on Sunday, March 12.

If you choose to mail your poster in advance, please use this address:

Hydrogen Expo US  
SHOW MANAGEMENT - Poster Session  
(Poster Presenter's Name)  
c/o Freeman  
900 East Santa Ana Street  
Anaheim, CA 92805

PLEASE DO NOT MAIL YOUR POSTER TO ARRIVE AT THE FREEMAN  
WAREHOUSE BEFORE FEBRUARY 13. PLEASE DO NOT MAIL YOUR POSTER TO  
ARRIVE AFTER SUNDAY, MARCH 12 – BRING IT WITH YOU INSTEAD.

**Taking Down Your Poster**

- Poster teardown will be on Tuesday, March 14, from 8:30 p.m. - 10:30 p.m., and on Wednesday, March 15, from 8:00 a.m. - 10:00 a.m.
- If you can not be present during teardown, you may take down your poster during another time when the exhibit hall is open.
- Posters left up after the scheduled teardown time will be discarded. We cannot mail posters back to presenters.

**Presenting Your Poster**

- Posters will be left up for the duration of the Conference. Once the schedule has been confirmed, we will send you information on when you should be near your poster to present the information therein.

### **Poster Format**

- The poster exhibit will need to cover a board 4 ft. high by 8 ft. wide (provided by the NHA). Boards are cloth covered, framed in steel and stand 2.5 ft. off the ground. The NHA will provide fasteners to allow you to fasten your poster to the poster boards.

### **Questions**

- Email all questions regarding the preparation of your poster or manuscript to André Cutair at [acutair@ttcorp.com](mailto:acutair@ttcorp.com).