Northeast Decorating
NDES
& Exhibit Services, Inc.

Re: NYS ATA Conference
Crown Plaza Hotel (The Desmond) Albany NY
November 20-21, 2026

Dear Exhibitor:

On behalf of the above-mentioned Association, Northeast Decorating welcomes you as an exhibitor.

Please note that arrangements have been made with Northeast Decorating to provide your exhibit space with the following equipment.

Booth Space Size: 8' deep x 10' wide to include:

- 8' High Backdrop Draping
- 3' High Side Rail Draping

1 - 7" x 40" Exhibitor ID (**One Line**) Sign
2 - 6' x 24" Tables (**Topped White & Cloth Skirt**)
2 - Folding Chairs (Charcoal)
1 - Wastebasket

Table Top Display Areas:

1- 6' x 24" Table **(Topped White & Cloth Skirt)**
1- Wastebasket
1- 7" x 40" Exhibitor **(One Line)** Sign

If you require any **extra equipment** or services **not listed in the booth package above**, please fill out and return the enclosed order form(s) to:

Northeast Decorating
3360 Milton Avenue **OR** **Email: SEE BELOW** **OR** **FAX to: (315) 471-0237**
Syracuse NY 13219 **(machine in secure office area)**

If you have any questions or concerns, please feel free to contact me directly at 315-471-9989.

Sincerely,

Susan Brewer

Susan Brewer
NORTHEAST DECORATING
Email: suzi@nede.net

PO Box 607 * Syracuse, NY 13209 * Phone #315-471-9989 * Fax315-471-0237