



National Fire Protection Association

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TO: Rhode Island Fire & Life Safety Summit Vendors

SUBJECT: RI Fire Safety Summit Vendor Space Information: East Greenwich, RI

Thank you for being a part of our RI Fire Safety Summits. We know that our RI educators and firefighters will appreciate all the information you share at your vendor space. Here are a few details that will assist you:

- Vendor Times – Vendors will open from 8:00 am – 3:00 pm. You can set up at 7:00 a.m. on Thursday, November 8, 2019.
- Vendor Location – Fireman’s Hall, 80 Queen St, East Greenwich, RI 02818.
- Attendees can visit your space before the summit begins, during breaks and at the end of the summit. By having you located in the room, where all the speakers will be, you will have the opportunity to hear all the great programs that are presented.
- Vendor Showcase – We will be recognizing all vendors in a showcase. This will insure that attendees know who you are and what things your organization offers.
- Set Up – You will be provided an 8 foot classroom table (thinner table) and 1 chair. Please bring your own table cloth if you wish to have one. We have limited access to electrical outlets so please let us know if you need this.

To register as a vendor please visit: <https://www.surveymonkey.com/r/RISUMMITvendors2019>

We look forward to you attending the Rhode Island Fire & Life Safety Summit and thank you for your participation.

If you have any questions, please feel free to give me a call or email.

Best Regards,

Kelly Ransdell

Regional Education Specialist- New England and Southern Region | **NFPA**

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