

IMPORTANT DETAILS FOR EXHIBITORS

SOUTHEASTERN SECTION IFT SHOW

Wednesday, February 4, 2026

Cobb Galleria – 2 Galleria Pkwy SE, Atlanta, GA 30339

*Look for Rotunda – Events are all held in **John A. Williams Ballroom** on the 2nd Floor*

SCHEDULE OF EVENTS

Exhibitor Check-in & Set Up: 11:00 am - 1:00 pm

Exhibitor Tear Down: 5:00 pm– 7:30 pm

10:00 – 11:00 am	Student Competition
11:00 am – 1:00 pm	Educational and Insight Session
11:00 am – 1:00 pm	Exhibitor Check-in & Set Up
1:00 – 3:00 pm	Student Networking Events
1:00 – 6:00 pm	SHOW HOURS – Food Industry Expo
5:00 – 6:00 pm	Student Competition Winners Announced Door Prizes & Reception Light Food & Beverages
5:00 pm	Exhibitor Close Down/Breakdown Begins

Tabletop Fee: Check website for current fee-the earlier you buy your table, the more you save \$700 until December 15, 2025 (**SAVE 20%** by reserving your tabletop now!)
6 foot draped table, 2 chairs, Company I.D.

PAYMENT OPTIONS: Check or Credit Card

Check – Remit your check payable to Southeastern Section IFT to: Gerri Cristantiello, c/o Southeastern Section IFT, 228 Phelps Avenue, Cresskill, NJ 07626.

Credit Card (AmEx, Discover, Visa, Mastercard). To pay by credit card, Click here: <https://www.southeasternift.org/shop>

Cancellations/Changes and Refunds: If cancellation is received in writing prior to January 4, 2026, reservation fee less \$200 handling charge will be refunded. No refunds will be given for any cancellation request if received after January 5, 2026.

ELECTRICITY: If your company requires electricity it is \$125. Please be sure to pay for it prior to your arrival; on-site fee is much higher. Purchase your electricity through the shop at SEIFT: <https://www.southeasternift.org/shop>

FLOOR PLAN – See Our Current [Floor Plan HERE](#)

NAME TAGS – EXHIBITOR BADGES

You can have an unlimited number of badges, there is no fee for name tags. To request name tags for representatives from your company, click on your auto-login link (your personal company profile page). On the top right, you will see a button that reads “Badges” click on that button and ‘Add New”. You will need their first and last name, Job Title and Email. Name tags will be picked up upon your arrival at the check-in desk.

SHIPPING INSTRUCTIONS

Boxes can only be accepted **no earlier than Monday, February 2, 2026**. If your package is received earlier, they may be returned to you C.O.D. or charged a daily fee. Please be aware of this rule as it is enforced.

Event Date: Wednesday, February 4, 2026- Include your Company Name & Table Number on the box.

Cobb Galleria requests that you complete and use the attached Notification Form if possible; if not, please be certain to address your packages as follows:

Shipping/Receiving - Cobb Galleria Centre
Two Galleria Parkway
Atlanta, GA 30339

HOLD FOR SEIFT Expo – 2/4/2026 – Cobb Galleria Ballroom - TABLE # _____

RETURNING PACKAGES

If you wish to **return materials/boxes** from Cobb Galleria Centre, please come prepared with shipping labels. Only UPS and Federal Express can be utilized. Bring your boxes to the designated area which you will know when you arrive. Our office will call UPS and FedEx to schedule the pick up, unless you make the call. We will ask that you complete a form upon arrival.

If you have any other questions or concerns:
Contact the Gerri Cristantiello by phone at **201.657.1989**
or email at gerri@gcbusiness.com or seiftsection@gmail.com

ARRIVAL PROCEDURES

The Expo is held at the Cobb Galleria in the John Williams Ballroom
The seminars are also held at the Cobb Galleria in Ballroom C&D

PARKING

Park in the RED or GREEN Decks. There is signage for the Cobb Galleria Ballroom. SEIFT will validate your parking ticket and can only be used at these decks. There is no in and out privileges. If you are staying at the onsite hotels we recommend you leave your car at those lots.

UNLOADING

When you arrive at the Cobb Galleria, use the entrance at the Rotunda (covered space). There will be SEIFT Students helping with your boxes and materials. If your box contains your company name and/or your table number. The student will bring it directly to your table. If it is not at your table, please check with the registration desk. Once the students take your boxes and materials, please promptly drive and park in the Blue or Green parking decks. There will be ample directions on how to enter the Cobb Galleria.

You may also choose to hand carry your own materials once you park your car. Hand-carried materials can be moved through the rotunda using a small cart or two-wheeled carrier that you will need to bring. **Please note, you cannot park in the covered area of the rotunda to unload your materials.**

DIRECTIONS & TRANSPORTATION TO COBB GALLERIA

<https://cobbgallery.com/attend/getting-here/>

