

# Information about Sponsorship Production by Freeman

## **Deadline for Artwork** - January 18, 2018

All exhibitor supplied sponsorship artwork must be received in advance and sent to Ryan Weller at Freeman. Please contact Ryan with any questions.

**Address:** 1701 Lebanon Pike Circle, Nashville, TN, 37210

**Phone:** (615) 884-5711

**Email:** [ryan.weller@freemanco.com](mailto:ryan.weller@freemanco.com)

## **How to Submit Graphics**

Our desire is to provide you with the best possible quality graphics for your sponsorship item. You can help us in that effort by providing digital graphics that meet minimum requirements. To view a pdf file that gives complete customer guidelines for submitting graphics artwork, [Click Here](#).

## **Upload Your Graphics to the Freeman ftp site**

The Freeman ftp site is a convenient, short-term process for transmitting large files. The ftp site requires a User ID and password which changes each month. Please contact [Ryan Weller](#) for this information.

To view a pdf file that gives instructions on how to use the ftp site, [Click Here](#).

This is the ftp site link:

[ftp://ftp.myfreeman.com/Nashville/HPBExpo\\_18/Sponsor%20Artwork/](ftp://ftp.myfreeman.com/Nashville/HPBExpo_18/Sponsor%20Artwork/)