

# 2025 PA Safety Days

## YOUR CHECKLIST

### Prior to the conference

Register your company

- ☐ Register online at [www.pa1call.org/SafetyDay](http://www.pa1call.org/SafetyDay)

You will receive a *confirmation registration email with instructions*:

- ☐ Provide a copy of your current certificate of liability insurance to [registration@pa1call.org](mailto:registration@pa1call.org). Include Pennsylvania One Call System, Inc. as the certificate holder on the form. This is **required** for all exhibitors per our insurance company policy. *Note: policy dates must be valid for each conference*
- ☐ Pay your invoice upon receipt. Payment must be received before set up

Review information available at [www.pa1call.org/SDdocs](http://www.pa1call.org/SDdocs)

- ☐ Secure your hotel room, if needed, by contacting the appropriate hotel
- ☐ Review the Rules and Regulations with your team
- ☐ If a driver is dropping off equipment, please share the rules and regulations document with them
- ☐ Send all artwork and logos **prior to the advertisement deadline** to [registration@pa1call.org](mailto:registration@pa1call.org)

Promote yourself

- ☐ Let your customers know you will be at the conference
- ☐ Promote your participation on your social media channels by using #SafetyDay25
- ☐ Visit our website page at [www.pa1call.org/SafetyDay](http://www.pa1call.org/SafetyDay) to view conference promotions

## NEED ASSISTANCE

Need assistance? Contact [www.pa1call.org/liaisons](http://www.pa1call.org/liaisons)

