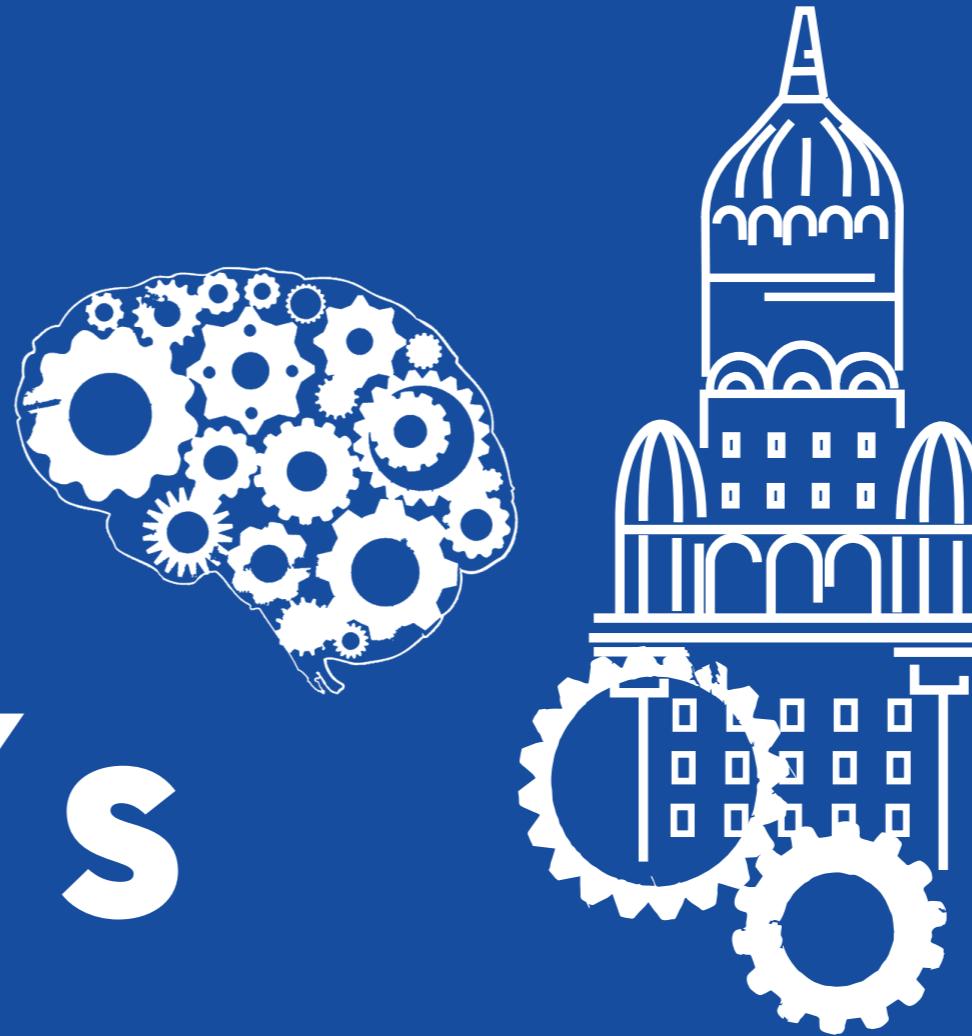


2019

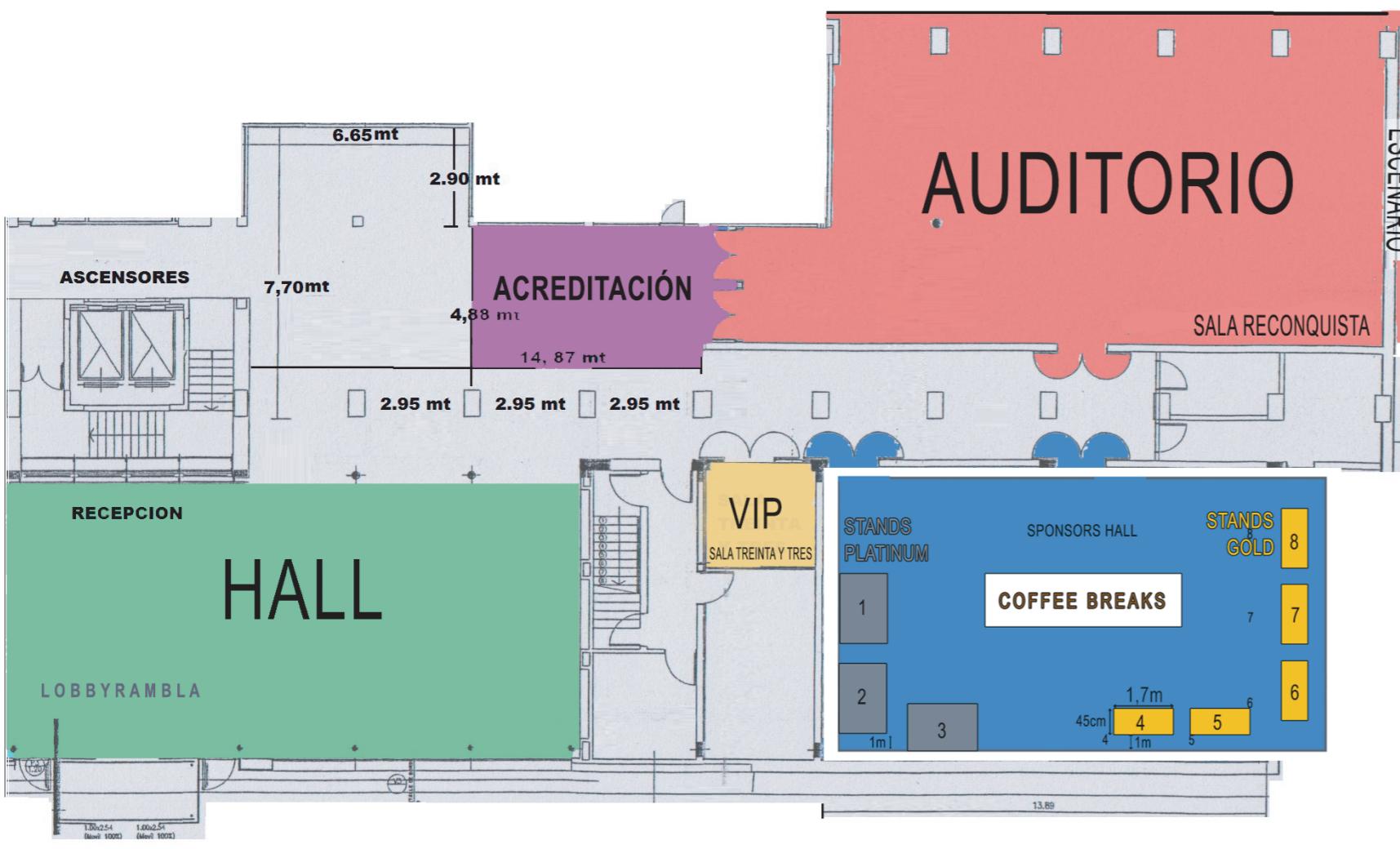
# Sponsor's Manual

August 21-22  
Hotel NH Columbia

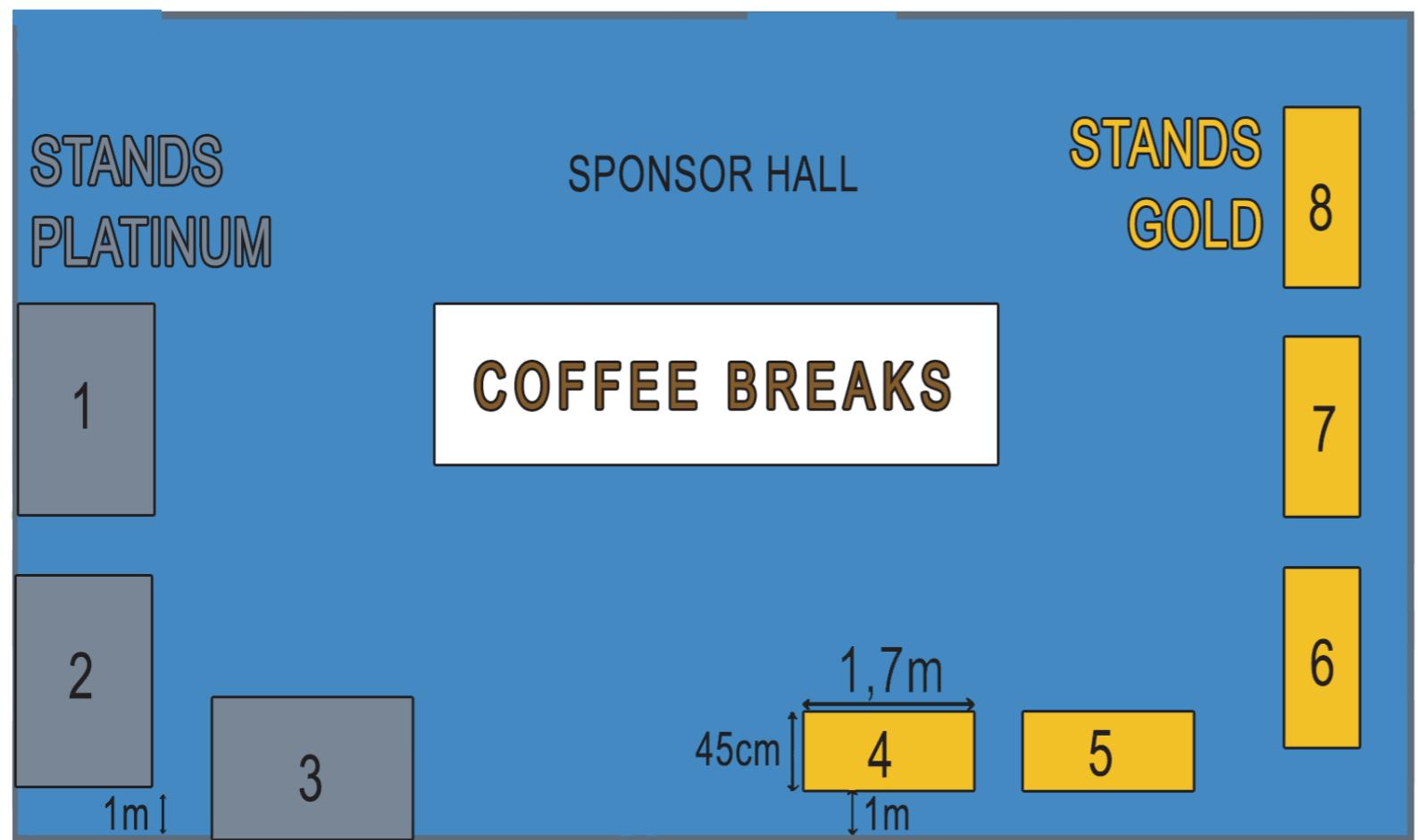


DEV  
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MONTEVIDEO 2019

# Event map.



# Sponsor's Maps.



# Information to send.

In case of having a company in charge of the assembly of your stand, we would appreciate sending the following information before August 20<sup>th</sup> to: [sponsors@devopsdays.uy](mailto:sponsors@devopsdays.uy)

- Name a responsible person during the assembly of your space (send name, email and cell phone).
- Information of those people who will attend your stand (send name, email and cell phone).



# Logistics.

## **Income and removal of materials:**

-You must enter and remove materials for the assembly of the stand, only by the accesses to the NH Columbia hotel, on Misiones Street. Identification will be required for admission.

## **Assembly of the exhibition area:**

Platinum and Gold Sponsors

-Will have access to conditioning their space on the afternoon of August 20<sup>th</sup>, from 2:00 p.m. until 7:00 p.m.

-In case of special requirements don't hesitate to contact us. You must inform details of your special needs until August 22<sup>th</sup>, to [sponsors@devopsdays.uy](mailto:sponsors@devopsdays.uy)



# Invitations.

## Accreditations with QR code:

-Attendees must register previously, including sponsors. Sponsors will have personalized invitations, for each person on their staff, whom require prior registration.

-Any other issue regarding the staff that will be in charge of the stands let us know: [sponsors@devopsdays.uy](mailto:sponsors@devopsdays.uy)

## Assistants:

-Due to data protection laws, the organization does not deliver the database of assistants. Each of the attendees will have a credential with a QR code printed with their identification. The sponsor may request the attendees to scan their credentials to obtain the information.



# Infrastructure for the stands.

The basic infrastructure that DevopsdaysMontevideo will provide for the assembly and conditioning of your space is the following:

## **WiFi connection:**

-Wifi: 20 megabytes of download and 10 megabytes of upload.



## **Electric connection:**

-Universal extensions will be provided.

## **Furniture:**

-Rectangular table: 1.83cm long, 45.5cm wide.  
4 chairs.



## **Maximum height of the stand areas:**

-The ceiling height of the room is 2.5 meters.

# During the event.

## Coverage:

The Sponsor will provide the personnel to be at disposal for the stand during the event. It's up to the sponsor having a permanent presence or not however, we request the space to be kept in good conditions. The turning on and off of the equipments of the stands will not be responsibility of the organizer.



# Post Event.

The stands must be dismantled on thursday, August 22<sup>th</sup>, when the event finishes. We remember leaving the space in the same conditions that it was received.



# Raffles.

- Raffles may be held during the event, prior coordination with the organization.
- Send details until Monday, August 19<sup>th</sup> with information of the products to be raffled and when they will be available to [sponsors@devopsdays.uy](mailto:sponsors@devopsdays.uy)
- Those products will have to be carried on the day of the event.



# Brochures.

The brochures or flyers destined to put in the event bags, should be delivered until Monday, August 12<sup>th</sup> at the offices of Communicare.

**Address:** Zabala 1572 between Cerrito and Piedras

**Telephone:** + 598291146903

**Cell phone:** +598098712525

**Email:** [sponsors@devopsdays.uy](mailto:sponsors@devopsdays.uy)



# General benefits of sponsors.

We remind you that you can access the conditions of each category of sponsorship by clicking here:

<https://devopsdays.org/events/2019-montevideo/sponsor/>



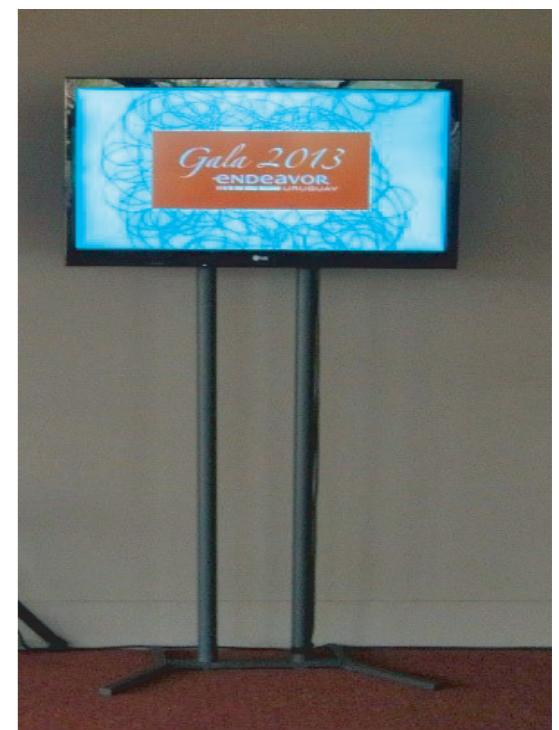
# Additional items.

The following items can be provided with additional costs.

-Hostess

-LED screens

For more information contact: [sponsors@devopsdays.uy](mailto:sponsors@devopsdays.uy)



# Contact.

Remember that, if you have any specific questions or requests, we can help you. Contact us when you require to: [sponsors@devopsdays.uy](mailto:sponsors@devopsdays.uy)

**Telephone:** +598 291146903

**Cell phone:** +598 098712525