URx Conference 2019 Exhibitor Info & Logistics

Sponsor Attendees

Please email the [Name, Email, and Title] of your team members attending to us at team@urxconference.com by **[April 26, 2019]**

Shipping

Shipments to the venue may not arrive earlier than May 2nd, 2019. Ship to:

[Sponsor Company Name] URx Conference
The Hilton Parc 55 Hotel
55 Cyril Magnin St.
San Francisco, CA 94103

*Sponsors are responsible for carrying out all undistributed materials at the end of all events.

Community Showcase

- The community showcase is our exhibit and networking area consisting of lounges and exhibit tables. While we encourage you to bring your branded banners and make the space your own, the general rule for our community showcase is to be a good neighbor. No exhibits will be permitted that interfere with the use of other exhibits or impede access to them or impede the free use of aisle space. Kiosk personnel are required to confine their activities within the exhibitor's kiosk space.
- To maintain our relaxed lounge atmosphere please plan to store boxes, excess giveaways, literature and other items under your exhibit table (out of plain view). If you need additional storage, please let us know after you have finished setting up and a member of the the URx Team will assist you onsite.

Lounge

- Lounges come in 3 sizes and come with a 6Ft Table and 2 Conference chairs.
  - 6x6 - Requires seating for 4
  - 6x8 - Requires seating for 8
  - 10x10 - Requires seating for 12
- We encourage you to add accents such as rugs, coffee tables, etc. Your lounge should be welcoming to attendees and express your brand! Please see attached pdf for inspiration.

Exclusive Branded Room

- These private spaces have between 500 - 600 Sq/ft. The room will come furnished at no cost to you. With the exception of scheduled programming, this is a private space for you to use freely throughout the conference for meetings, demos, or to simply mingle with attendees.
- Branded Rooms can be set up by your choice of theatre, conference, classroom, or reception style seating for at least 30 people. You can also choose to have the space empty and furnish it yourself through Blueprint studios.

URx19 Exhibitor Contractor

Blueprint Studios is the official URx19 vendor for furniture rentals.
Blueprint Studios Contact: Jessica Rodriguez (jessica@blueprintstudios.com)
Rentals Website: https://www.blueprintstudiosnorcal.com/

Load-In: May 6, 2019 | 7am - 9am
Load-Out: May 7, 2019 | 4pm - 6pm

Notable Deadlines:

- Signed Contract and 50% Deposit – April 22nd
- Printing Graphics – April 22nd
- Final Edits and Changes without Penalty – April 26th
- Final Balance Payment in Full – April 29th

Rental Guide for URx Conference Sponsors*

Ordering Process
1. Visit rentals website (https://www.blueprintstudiosnorcal.com/)
2. Select rentals and create "wishlist" of items
   a. Note the following of each item:
   b. Product ID
   c. Item Name
   d. Item Color
   e. Quantity
3. Email Jessica Rodriguez (jessica@blueprintstudios.com)
   a. Subject: URx Conference Sponsor Order – (Sponsor Company)
4. Include Detailed Rental Information
   a. Sponsor Company and Contact
   b. Wishlist
5. See Notable Deadlines.

*URx will be covering all labor costs when using Blueprint Studios.

**While you are free to use your own vendor or bring your own furniture, please note that all rentals are subject to approval by the URx Team.

Sponsored Sessions

If you are providing a sponsored session please email the following to us at team@urxconference.com by **[April 19, 2019].** If we do not receive your content by this date we cannot guarantee its inclusion in the conference program.

- Session Title & Description
- Speaker(s) Headshot & Bio