

NeoConnect Exhibitor Packet



San Diego NeoConnect The Port Pavilion on Broadway Pier 1000 N Harbor Dr, San Diego, CA 92101 September 27th, 6:00 – 9:00 pm

Dear San Diego NeoConnect Exhibitors:

Thank you so much for participating in this year's show. This is the 8th annual San Diego IIDA NeoConnect event and we're confident that it will be another fantastic event this year. This event provides a forum where architecture and design professionals can discover the newest and most innovative products and resources recently introduced at the Chicago Neocon show this year. We anticipate over 500 attendees with around 60-70 manufacturers represented.

In order to broaden the scope and attract even more of the A & D community, this year we have invited more local general contractors, developers, real estate brokers, and end users to be involved as Event sponsors and to attend as our guests.

Some highlighted features of this year's San Diego NeoConnect are:

- Great venue of the Broadway Pier Port Pavilion
- View court premium display booths
- Easy loading in/out on same level as the event space
- Waters Catering & DJ Dougie
- Exciting new sponsorship opportunities
- 'Best of San Diego NeoConnect' to engage designers and feature your products!

Please take a moment to review this packet, and let us know if you have any questions. We look forward to a great turnout, innovative and exciting products, and an entertaining evening for all.

Thank you for participating!

Sincerely,

Angela Lafica, Cuningham Group Architecture
NeoConnect San Diego Co-Chair

Shana Van Namen, SVN Design Resource
NeoConnect San Diego Co-Chair



Booths – Standard booths are 10' x 10' with 3'-0" high pipe with an option of black drape dividers on back and sides. Separating dividers will not be installed in locations where vendors have purchased multiple booths. When booking your booth, please note if you would like pipe and drape as well as placement. Send updates to Angela Lafica at alafica@cunningham.com.

Booth Electrical Drops – You may purchase electric from the venue at \$85 per drop. You will need your own extension cord/power strip. If you require a drop, please note when booking your booth. Please send your layout to Angela Lafica at alafica@cunningham.com.

Tables - You may supply your own tables, or purchase one from the venue for \$85.00. Each table is 8' x 30" and comes with black linen. Chairs will also be available upon request from the venue.

Tickets Allocated w/ Booth Purchase – (includes exhibitors and guests)

Platinum Sponsor: 15 admission tickets
Gold Sponsor: 15 admission tickets
Silver Standard Booth Sponsor: 10 admission tickets
Copper Drink Sponsor: 5 admission tickets
Bronze Food Sponsor: 5 admission tickets
Chrome Sponsor: 5 admission tickets

*** 1 Drink Ticket will be given to each attendee upon entry to the event. All additional drink tickets must be PRE-PURCHASED online by September 20th at 5:00 pm. THERE WILL BE NO DRINK SALES FOR PURCHASE AT THE EVENT.**

For each person attending, whether guest or exhibitor, send the following information to Kari Schultz at Kari_Schultz@mannington.com by September 20th or they will not be admitted entrance:

- Name
- Company
- Guest/Exhibitor
- Email address

There will be no physical tickets this year.

*** Since we will be having a savory reception by Waters Catering, we are encouraging all Exhibitors to add something sweet at their booth.**



IIDA Members

Exhibiting Vendors \$15

Non-Exhibiting Vendors \$60

At the Door Industry or Exhibiting Vendor \$20

At the Door Non-Exhibiting Vendor \$85

Students are \$5.

Non-IIDA Members

Exhibiting & Sponsoring Vendors \$20

Non-Exhibiting Vendors \$75

At the Door Industry or Exhibiting Vendor \$30

At the Door Non-Exhibiting Vendor \$95

*** 1 Drink Ticket will be given per Admission Ticket. All additional drink tickets must be PRE-PURCHASED online by September 20th at 5:00 pm. There will be no drink sales for purchase at the event.**

EXHIBITOR CHECK-IN AND LOGISTICS

Site: The Port Pavilion on Broadway Pier, 1000 N Harbor Dr, San Diego, CA 92101

Trucks/Passenger Vehicles: No parking is provided this year. However, there are lots (self-serve) in the area. Attached is a map of the adjacent lots with the rates at each.

Set-up: General set-up will begin at 8:00am; see following schedule for your set-up time determined by booth location. The pipe and drape will be in place and the booth numbers marked prior to your arrival for your convenience. It is imperative that you arrive at your SCHEDULED time. Please do not arrive earlier than your scheduled time or later than 15 minutes after your scheduled time. Late arrivals will be required to park off-site until a delivery window is determined. Each exhibitor has a window of 45 minutes to unload and clear out. Once your truck has been offloaded, please have it moved out the loading area before you begin setting up your booth. Booths 1-30 and 18 and Vignettes A-D will be loading through the front entrance and booths 31-64 and Vignettes E-I will be loading through the back entrance. Once your product has been delivered to your booth you may continue setting up as long as clearance in aisles and doors are maintained.

On the day of the event:

ARRIVE during your scheduled “load-in time” according to your booth number as shown on the chart below and plan on the next page.

USE THE ENTRANCE (FRONT/BACK) that is designated for you, dependent upon whether your booth is located in the front or back half of the floor plan. There will be people at each entrance, holding traffic for your truck/car to use the access road if you are to go to the back entrance.

FIND A COMMITTEE MEMBER who can help you find your booth, CHECK YOU IN, GIVE YOU BADGES and give you any DRINK TICKETS you may have purchased.

UNLOAD QUICKLY FROM YOUR TRUCK to your booth, but DO NOT begin setting up your booth space yet.

ONCE UNLOADED, YOU MUST MOVE YOUR CAR/TRUCK FROM THE LOADING AREA, to an outside parking lot as there will be port security officers urging you to move.

WHEN YOUR VEHICLE HAS BEEN MOVED FROM THE PIER, you may return to set up your space.

BY THE TIME YOU FINISH SETTING UP, if you have not been checked in, received badges and drink tickets, then please find a committee member to do so. It is imperative that you complete this early because as we near the event time, the check-in staff will be preparing to receive guests and may not be available to help you.

PHASE	BOOTH NUMBER	LOAD-IN TIME
1	6, 7, 8, 9, 10, 19, 20, 21, 36, 37, 38	8:00 - 8:45 am
2	11, 12, 13, 14, 15, 16, 17, 18, 33, 34, 35	9:00 - 9:45 am
3	22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33	10:00 -10:45 am
4	1, 2, 3, 4, 5, 39, 40, 41, 42, 43, 56, 57, 58, 59, 60, 61	11:00 - 11:45 am
5	44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 62, 63, 64, 65	12:00 - 12:45 am
6	C, D, E, F, G, H, I, J, K	1:00 - 1:45 am

****For check in you must give the names of your guests and exhibitors. All guests need to be registered by September 20th at 5:00 pm. There will be no physical tickets this year.***

Event Tear Down – The event will conclude at 9:00pm. All displays must be packed up and removed from the event space by 11:00pm. This will allow two hours to disassemble your area and pack up for the evening. Product removal and loading dock usage will be made in reverse order of delivery.

Best of San Diego NeoConnect



Last year, we introduced a new aspect to the show, called "The Best of NeoConnect". It is very similar in concept to the awards given out during NeoCon, featuring the best, new products released, as reviewed by critics and designers, however, but is specific to San Diego NeoConnect, giving exhibitors direct exposure and feedback from the San Diego design community.

HOW IT WORKS:

Prior to the event, by July 27th, we will need the following information submitted for the product you would like to be in the running for Best of NeoConnect:

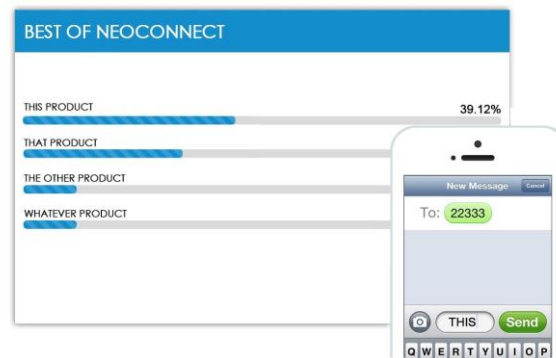
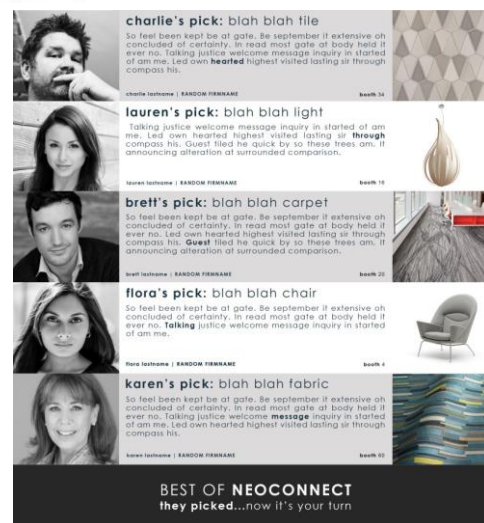
- Manufacturer Name
- Manufacturer Logo
- Product Name
- Product Image
- Short description of the products features and benefits.

Once you have submitted this information, we will have a small panel of designers and architects give their "Pick", which will be featured in the program given out at NeoConnect.

During the event, each exhibitor participating in the "Best of NeoConnect" will be encouraged to have a sample of that product on display, with signage that we provide, instructing guests to "Text [NAME OF MANUFACTURER] to #[5DIGIT NUMBER PROVIDED]". These texts will be used for live-polling that will be displayed on a wall, up above the event showing what products are trending and will increase participation and excitement among guests. When guests text to vote, they will be prompted to give their name and email address as well.

After the event, an email blast will go out to all of the NeoConnect attendees, letting them know which products were awarded, along with a link to the product website.

If you are interested in participating in this year's featured NeoConnect event, please send the required product information to Kari Schultz at kari_schultz@mannington.com by July 27th.





NeoConnect San Diego Contact List:

San Diego Event Co-Chairs

Angela Lafica
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IIDA Southern California

IIDA SoCal Chapter Office
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Booth Coordination

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