



SCRS SITE SOLUTIONS SUMMIT PERFORMANCE SPONSORSHIP PLANNER Boca Raton, Florida | October 12-14, 2018

Please review the following items for your Performance Sponsorship and make note of each deadline.

Item	Description	Due	Point of Contact	✓
Discount Code for Registrations	Codes will be emailed beginning the first week of August after early bird rates have ended on 8/13.	n/a	Brittany Parrotte	
Half Page Program Ad	5.5" W x 3.375" H, 300dpi Acceptable file formats in order of our preference: eps, high res tiff, high res jpeg	8/17	Brittany Parrotte	
Attendee Bag Insert (optional)	Amount needed: 1,000 pieces Dimensions: You can elect to send pens, brochures, mints, balls, or any giveaway, as long as it is no larger than 8.5" x 11." Step 1: Let Brittany Parrotte know what you are sending to approve the item. Step 2: Send to the address to the right by 8/24/18	8/24	Brittany Parrotte SHIP TO: ATTN: Site Solutions Summit Re: Your Company Name 6144 Buckeye Parkway Grove City, OH 43123	
Pre-Show Attendee List	You will receive the pre-show attendee list the week of September 10, 2018.	n/a	Brittany Parrotte	
Staff Registration	Register your staff members using SiteSolutionsSummit.com. (2) Included (use code: 2018EXHIBIT), may purchase up to (2) additional for \$650 each (use code 2018EXHIBIT650)	9/13	Russell Kemmerle	
2018 Conference Details Available	Schedule an appointment with Sean Soth to reserve your 2019 booth space.	9/24	Sean Soth	
Exhibitor Kit Discounts	Advance Order/Shipment Deadline: September 28, 2018.	9/28	Kathy Moritz	
Booth Set-up	Friday, October 12, 2018, 8am-4pm. All exhibits must be set up by 4pm.	n/a	Sean Soth Brittany Parrotte	
Booth Dismantle	Sunday, October 14, 2018, after breakfast – all exhibits must be dismantled by 12:30pm.	n/a	Sean Soth Brittany Parrotte	
Post-Show Attendee List	You will receive the post-show attendee list the week of October 22 nd .	n/a	Brittany Parrotte	



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 CONTACT INFORMATION
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Name	Email	Contact for:
Sean Soth	Sean.soth@myscrs.org	Sponsorship and Exhibit Sales
Brittany Parrotte	Brittany.parrotte@myscrs.org	Bag Insert Confirmation, General Exhibitor Coordination
Brittany Parrotte	Brittany.parrotte@myscrs.org	Program Ad
Kathy Moritz	kmoritz@advantageexpo.com	Exhibitor Kit – Advantage Expo
Adam Clayman Jacquelyn Isanuk	aclayman@psav.com jisanuk@psav.com	Audio/Visual/Internet
Russell Kemmerle	Russell.kemmerle@myscrs.org	Staff Registration

For more Site Solutions Summit details, visit www.SiteSolutionsSummit.com.

For more exhibitor logistics details, visit www.sitesolutionssummit.com/exhibitors/general-logistics/.

EXHIBITOR SCHEDULE

Friday, October 12, 2017

- 8am-4pm | Set-up
- 4-5:30pm | Opening General Sessions
- 5:30-6:15pm | Plenary Session
- 6:30-8pm | Opening Reception in Expo Hall*

Sunday, October 14, 2017

- 8-9am | Breakfast Meet-Up in Expo Hall*
- 9am-12:00pm | Exhibitor Tear-Down
- 9:45-10:45am | Site Tank Presentation
- 10:45-11am | SPRIA Winner Announced

Saturday, October 13, 2017

- 7:30-8:30am | Premier Sponsor Breakfast
- 8:30-9am | Networking Break in Expo Hall*
- 9-10:35am | General Sessions
- 10:35-11:05am | Networking Break in Expo Hall*
- 11:05-11:45am | Plenary Session
- 11:45am-12:30pm | Site Patient Recruitment Innovation Award (SPRIA)
- 12:30-1:30pm | Clinical Connections Lunch
- 1:30-2:30pm | Breakout Session 1
- 2:30-3:00pm | Networking Break in Expo Hall*
- 3:00-4:00pm | Breakout Session 2
- 4:00-4:30pm | Networking Break in Expo Hall*
- 4:30-5:30pm | Breakout Session 3
- 5:30-6:30pm | Reception in Expo Hall*
- 7:15-8:45pm | SCRS Eagle Awards Gala and Dinner
- 8:45-10:15pm | SCRS Site Appreciation Reception

If you would like your logo or company description updated on the SCRS Site Solutions Summit website, please contact Brittany Parrotte with updated details.

<http://sitesolutionssummit.com/2018-exhibitor-information/>