



ISPE DVC 2023 31ST ANNUAL SYMPOSIUM & EXHIBITION



ISPE®

Delaware Valley
Chapter

MAY 16 | LINCOLN FINANCIAL FIELD | PHILADELPHIA, PA

Exhibitor and Attendee Registration (Action Required)

The contacts listed in the MayYourShow system are for internal coordination purposes only and are not automatically registered to attend the Symposium. All table/booth exhibitors, speakers, and general attendees must register on the Ticket Tailor site to get a badge. Each company may register for two exhibitor badges per table or three exhibitor badges per booth to get in early for setup. Everyone else from your company can register as an attendee.

<https://www.tickettailor.com/events/ispedvc/840950>

Advanced registration is free and will close on **Friday, May 5th**. Walk-ins will be charged \$20.00 at the door. We can accept credit cards, cash, or Venmo - @ispedvc.

For registration questions, contact susanpadien@comcast.net.

Table/Booth Number

There will be a large, printed map with table and booth numbers and exhibitor names to reference when entering the Symposium. In addition, volunteers will be onsite to help exhibitors locate their exhibit space.

Setup and Teardown

Setup is only available on the day of the Symposium. Lunch will be provided for exhibitors. All exhibits must remain fully intact until the Symposium has officially ended.

Exhibit Hall Setup: 10:00 am – 1:00 pm

Exhibit Hall Teardown: 5:00 pm – 7:00 pm

Tables, Chairs, Wastebaskets, and Carpet

Exhibitors do not need to order anything extra beyond purchasing their table or booth. Booths come with an 8' foot table, premium tables are 8' feet, and standard tables are 6' feet. Each table is set with a black wide skirted tablecloth. Chairs will be easily accessible and visible during setup hours to bring to your table if needed. To reduce our environmental impact, individual wastebaskets are not provided or available to order. The stadium is carpeted; exhibitors do not need to bring their own.

Electricity

All 8' premium tables and 10' booths have electricity. All standard 6' tables do not have electricity. Electricity will already be set up when you arrive, and you can hook up your equipment without hiring labor. Due to the table's location, electricity cannot be added on with an additional fee.

Banner Graphics

Tabletop and booth graphics are not permitted to be double-sided. All tabletop displays should be confined to the table, with a height limit of 60" above the table. The maximum width of the display shall be 72". It is solely within Management's right to determine whether the exhibit's character and/or attire/table/booth personnel is acceptable and in keeping with the best interests of other exhibitors and the Exhibition per the Terms & Conditions.



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Badge Scanners and Attendee Lists

This Symposium does not offer a lead-capturing service. However, as the Symposium grows, we hope to implement this technology in the future. A copy of the attendee list with the people who opted in will be distributed after the event. It will not include email addresses.

Career Fair Suite

Each company can bring one floor-standing banner or poster on an easel outside the suite door to promote their company. Companies can decorate and brand the inside of their suite however they wish. Companies may only use the suites for career fair-related activities. Private receptions or educational presentations are strictly prohibited in the career fair area. The food order is due Friday, May 5th.

Company Listing in MapYourShow

Even if a [sponsored listing package](#) was not purchased, exhibitors still need to update their basic listing with company information. Exhibitors are responsible for uploading logos, company descriptions, and documents in the [MapYourShow directory](#). Select “Exhibitor Directory Listing.” Under Company Information, select “Edit Information.” If changes are made, you must select the approve button again for it to go live. We recommend using the checklist tool to ensure everything is done. To see your public listing, click [here](#). You may purchase enhanced listings at any time.

Agenda

For the full schedule, visit: <https://ispe-dvc-symposium.org/about-the-show/agenda/>

Volunteers

Thank you for being patient as our volunteers review your questions between their regular work duties and after-hours. If you are interested in becoming a volunteer, contact [Sandra Bones, CPSM](#).

General Questions / MYS Questions / Login / Payment: symposium@ispedvc.org

Sponsorship: Carrie Wilson, Mainstay, cwilson@megr.com

Education: Chris Ashworth, IPS, cashworth@ipsdb.com

Career Fair: Ellen Venezia, Genesis, evenezia@genesisaec.com

Issues with site errors or uploading content to MapYourShow: service@mapyourshow.com

Special Events

Signing up for a special event does NOT register you for the Symposium. Separate registration is required.

9:30 am – 1:00 pm [CEU Morning Education Event](#)

This is an opportunity to earn up to 3.0 PDH on the morning of the ISPE DVC Symposium & Exhibition. The program has two tracks (each with two sessions, A & B) and a panel discussion. Breakfast and lunch are provided.



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Location: South Lounge Suites. Registration is in the same area as the Symposium, at the Tork Club & Suite Entrance. Take the escalator to the second level. Turn left at the career suites, and walk down towards the end of the hall to the South lounge suites.

Registration Required. Tickets are \$45.00-\$110.00 and will increase by \$20 after May 5th.

1:30 pm – 2:30 pm: Women in Pharma Speed Networking Event

This is also an opportunity for you to learn more about the WIP community and our upcoming events. This networking event will begin with a 10-minute introduction providing time for everyone to grab a drink and get into place. Following are approximately ten round-robin conversations (each 3-minute round will include 1 minute for introductions and a 2-minute discussion). It will conclude with fifteen minutes of open networking for meeting new people or continuing conversations.

Location: In-between the bar and Stage 2 on the show floor.

Pre-Registration is not Required. Everyone is welcome and encouraged to join. Free to attend.

3:30 pm – 4:30 pm: Emerging Leaders Happy Hour & Networking Event

Networking event with engaged emerging professionals ready and eager to impact the pharmaceutical industry. Drinks will be provided.

Location: Tork Club Suite 39. Take the escalator to the second level. Turn left at the career suites, and walk down towards the end of the hall to the South lounge suites.

Registration Required. Free to attend up until May 5th; \$15 per person after.

5:00 pm – 7:00: Evening Networking Party

After a long day at the Symposium, unwind at an outdoor evening of networking and fun with an open bar from 5:00 pm – 7:00 pm! Enjoy stadium snacks, dessert, an open bar, and field games while partying with new colleagues and friends. Pictures of the location are [here](#).

Location: Miller Tent

Pre-Registration is not Required.



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Social Media

Live floor plan: https://ispedel23.mapyourshow.com/8_0/exhview/index.cfm

Link to your company profile and presentation on the app: https://ispedel23.mapyourshow.com/8_0/#/

Tag the ISPE DVC LinkedIn page: <https://www.linkedin.com/company/ispe-dvc/>

Use #ISPEDVCSymposium and #ISPEDVC

Symposium App

Please encourage your connections and BD/Marketing teams to post about the app. Attendees can log into the free app (no download necessary!) to add presentations and special events they want to attend to their calendars, read about the speakers, view details about each company, and see the live floor plan.

https://ispedel23.mapyourshow.com/8_0/#/

Event Promotion on LinkedIn



The event is listed on LinkedIn to increase visibility and allow you to directly invite your LinkedIn connections and clients to attend the Symposium. Accepting the LinkedIn invite does not automatically register people to attend the Symposium; they still need to do it through the [Ticket Tailor](#) site.

<https://www.linkedin.com/events/2023ispedvcsymposiumandexhibiti7044083698773684224/>

Invite Your Connections to the Event

The more people you invite, the more attendees will come to see your presentations and stop by your table/booth or career fair suite to grow your network and business. When inviting people, you can sort your contacts by location and company. Once you “Attend,” you can select “Share” then “Invite.”

2023 ISPE DVC Symposium and Exhibition

Event by ISPE Delaware Valley Chapter (ISPE DVC)

Tue, May 16, 2023, 1:00 PM - 7:00 PM (your local time) [Add to calendar](#) ▾

1 Lincoln Financial Field Way, Philadelphia, Pennsylvania, US, 19148
Lincoln Financial Field

Event link · <https://ispe-dvc-symposium.org/>



and 178 other attendees





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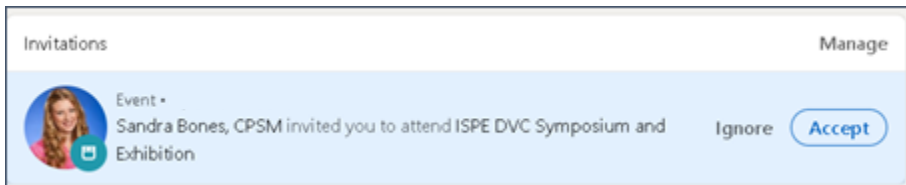


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Your connections will get this notification like this:



Responses are visible to the host, your connections, and others who responded.

Share the Event

Promote your involvement on LinkedIn when doing your social media posts.

Shipping

Inbound: ALL deliveries MUST be scheduled via email with the event coordinator Colette Brandt at CBrandt@eagles.nfl.com.

Loading Dock Hours

Monday thru Friday: 7:00 am – 5:00 pm

The following information should be included in the email to complete the delivery:

- A. Arrival Date and Time
- B. Delivery/Shipping Company Name
- C. Description of product being delivered
 - Including the number of packages
 - Special Instructions
- D. Driver Information (if applicable):
 - Driver name
 - Vehicle description
 - License plate information



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The shipping address should read as follows:

Lincoln Financial Field

c/o: Colette Brandt

One Lincoln Financial Field Way Philadelphia, PA 19148

Attn: ISPE Tradeshow / (name of person who will be looking for the packages)

No packages will be accepted more than 10 days prior to an event.

Delivery Guidelines

- Deliveries are to be made only during the hours of operation for the loading dock except with advance authorization by LFF management.
- Deliveries made at times other than when the loading dock is open or deliveries that are not scheduled will be refused by Stadium Control. This includes any deliveries made during a stadium lockdown period prior to any event.
- All persons making deliveries are required to check in with Stadium Control to obtain a delivery credential.
- All deliveries will be received by the Warehouse Receiving Manager.
- Carpenters are responsible for transporting pallets from any Delivery Trucks to Event Space. Additional charges for Carpenter Hours will be billed to the client as needed.
- Security will not sign for any deliveries made by any shipper (US Mail, FEDEX, UPS, etc.) without advance authorization. Any deliveries received outside the hours of loading dock operations will be signed for by security and will be documented in the delivery log and properly stored in Stadium Control.
- Stadium Control Security reserves the right to inspect or refuse any and all deliveries.

Freight shipped to the Symposium is easily accessible to pick up next to the elevators.

Outbound: There are no onsite exhibitor services for return shipping. Exhibitors are responsible for bringing pre-printed shipping labels and bills of lading. Out of the walking path, outgoing freight must be dropped off in the open area next to the freight elevator, where they will be originally picked up for the day, or the area behind the North bar if there is no more room. Shipments left at tables/booths may be disregarded.

Parking and Directions

Download detailed driving instructions for exhibitors or attendees at:

<https://ispe-dvc-symposium.org/directions>

Exhibitors with freight park in **L Lot**.

- To enter the event, walk the Tork Club & Suite Entrance on the lower level to register. Exhibitors will have access to an elevator.
- At the Symposium conclusion, exhibitors exit the stadium the same way they came in, using the elevator to access vehicles in L Lot.



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Attendees can only park in **K Lot** (west side) next to the Eagles Pro Shop and Miller Lite Tent (where the networking after-party will be). K Lot is accessible on 11th Street, not on Pattison Avenue.

- To enter the event, walk along the stadium's perimeter to the Turk Club & Suite Entrance on the lower level to register.
- At the Symposium conclusion, exit near Stage 1 and walk down the exterior ramp to Pepsi Plaza and the Miller Tent to enter the networking event area or access vehicles in K Lot.

