

## 2018 Florida ACG Capital Connection® Exhibitor Set-up



Monday - Wednesday, November 12-14, 2018  
The Vinoy Renaissance St. Petersburg Resort & Golf Club

### Important Information for your 2018 Florida ACG Capital Connection® Exhibit Table

#### Attendees for Conference

- Each Private Equity exhibiting firm receives TWO tickets to the conference; if you have NOT done so already, please email your 2<sup>nd</sup> attendee to [info@acgflorida.com](mailto:info@acgflorida.com). The sooner we have the names, the sooner they will show up on the attendee lists and in the App. Additional attendees from your company can be added for only \$350/person.
- IB Exhibitors had the option to register and pay for ONE person TWO. If you registered for TWO tickets to the conference and you have NOT done so already, please email your 2<sup>nd</sup> attendee to [info@acgflorida.com](mailto:info@acgflorida.com). The sooner we have the names, the sooner they will show up on the attendee lists and in the App. Additional attendees from an IB firm are only \$250/person

#### Exhibit Table

- Set-up begins at approximately 12:00 pm on Tuesday, 11/13 and tear-down will be Wednesday, 11/14 at 4:00 pm. This gives you the opportunity to host as many meetings as you would like, with other exhibitors, via the DealSource Scheduling Software and general attendees, to be scheduled outside the software.
- 20 minute time slots set up in DealSource (Presdo) software:
  - Tuesday, 11/13
    - 2:00 to 2:20 pm
    - 2:20 to 2:40 pm
    - 2:40 to 3:00 pm
    - 3:00 to 3:20 pm
    - 3:20 to 3:40 pm
    - 3:40 to 4:00 pm
    - 4:00 pm – WE WILL BE SETTING UP for WINE Tasting but your table is open to you for NON software schedule meetings
  - Wednesday, 11/14
    - 7:30 to 7:50 am
    - 7:50 to 8:10 am
    - 8:10 to 8:30 am
    - 8:30 to 8:50 am
    - 8:50 to 9:10 am
    - 9:10 to 9:30 am
    - 9:30 to 9:50 am
    - 9:50 to 10:10 am
    - 10:10 to 10:30 am
    - 10:30 to 10:50 am
    - 10:50 to 11:10 am
    - 11:10 to 11:30 am
    - 11:30 to 11:50 am
    - 11:50 to 12:10 pm
    - 12:10 to 2:00 pm - LUNCH KEYNOTE; your table is open to you for NON-software scheduled meetings
    - 2:00 to 2:20 pm
    - 2:20 to 2:40 pm
    - 2:40 to 3:00 pm

- **“Exhibit”** during the **Capital Connection/Wine Tasting (wine provided by ACG Florida)** from 5:30 to 7:30 pm on Tues, 11/13. This is a great opportunity to network with those you don’t have scheduled meetings set up with, **ALL while enjoying cocktails and appetizers and pouring wine.**
- Each exhibiting firm will be provided with a 6’ x 30” skirted table (for logoed table cloths, collateral, gadgets, premium items, raffle items etc.). Due to the size of the ballroom, only IB exhibitors are able to have a round table with chairs (for your pre-scheduled and impromptu meetings) in the Exhibit Hall, the Palm Court Ballroom. The diagram is below with table #s provided for shipping and meeting purposes. We will have plenty of extra chairs available for your use.
- Signage with your company name will be provided by ACG Florida at your table.
- Bring an ample supply of business cards!
- Items for your exhibit table should be sent to the The Vinoy Renaissance for arrival no earlier than Wednesday, November 7<sup>th</sup> and no later than Monday, November 12<sup>th</sup>.
- The following information must be included on all packages to ensure proper delivery:

The Vinoy Renaissance  
 501 5<sup>th</sup> Ave. NE  
 St. Petersburg, FL 33701  
 Hold for Sherry Smith/Florida ACG Capital Connection  
 c/o **YOUR COMPANY NAME (FOR EXHIBIT TABLE)**  
 (1 of 1, 1 of 2, etc.)

- *ACG Florida is not responsible for any items lost or damaged. All packages should be insured at the appropriate value.*

### **Return Shipping**

- Packages shipped out may be assessed a handling fee per box, in addition to the actual shipping cost.

### **DealSource Scheduling Software**

The DealSource tool is powered by Presdo Match, and is the same software used at ACG Florida the last two years.

- **Access & Login:** The week of October 8th, you’ll receive an email directing you to log in to a private social network dedicated solely to this event. The network is both web and mobile-based, accessible via your desktop, smartphone, or tablet through a browser and app.
- **Manage Your Profile:** You can choose from the option of pulling your personal information from your LinkedIn profile or creating a new profile from scratch.
- **Exhibitor Directory:** View an interactive directory of exhibitors.
- **Scheduling Meetings:** Contact the person you’d like to meet with and send them a message or “request meeting”, which goes to their email and messages within the tool, to set up a meeting — the tool will provide mutually available times and locations.
- **Confirming Meetings:** All meetings are confirmed by both parties, so you are meeting with who you want, when you want.
- **Export Your Calendar:** On the day of the event, you will receive pop up reminders to your phone with a photo of the person you are meeting and the time and location of the meeting if you have downloaded the app. For web-based users, export your meetings directly into your Outlook calendar!
- **Post-Event Access:** Maximize your ROI. Manage your connections made post event – the tool is accessible for one year after the event.