

IMPORTANT DATES



Hackathon Sept. 23-24 // Hiring Mixer Sept. 26 // Conference Sept. 25-27 // Expo Sept. 26-27

August 21:

- Advanced Freight Receiving Opens for Exhibitor Booth Materials (Rossi Expositions)

August 25:

- Sponsor Information Form Due (DevNetwork)

September 1:

- Dedicated wifi / hardline internet form due Team San Jose

September 13:

- Payment details order form due (DevNetwork)
- Block party F&B order(DevNetwork)
- Coffee service for booth (DevNetwork)
- Lunch for booth staff team (DevNetwork)
- Lead retrieval service (DevNetwork)
- Certificate of Insurance (DevNetwork)

September 15:

- Advanced Pricing Deadline for Exhibitor Extras (Rossi Expositions)
 - Furniture (tables, chairs, stools, other seating options)
 - Signage
 - Booth Cleaning Services
 - Carpeting
 - Display Labor
 - Freight Handling – advance shipments, show site shipments, etc.
 - Printed materials (banners, hard wall panels)
 - Turn key booth options
 - AV Equipment
 - Rigging
 - Additional Power
- Welcome Bag Inserts due to Rossi Warehouse

September 19:

- Advanced Freight Receiving Deadline for Exhibitor Booth Materials (Rossi Expositions)

BOOTH INFORMATION



Booth Equipment

All 10' x 10' expo booths will be equipped with a 6' exhibitor table, 1 tablecloth, 2 chairs, general wifi, and 500 Watts / 5 Amps of power.

All 20' x 10' expo booths will be equipped with 2 6' exhibitor tables, 2 tablecloths, 4 chairs, general wifi, and 500 Watts / 5 Amps of power.

All 20' x 20' expo booths will be equipped with general wifi, and 1000 Watts / 10 Amps of power.

Booth Staffing

Booth workers and ambassadors must staff their booths during all Expo operating hours, and are not permitted to solicit outside the Halls. Unstaffed booths for any length of time or abandoned/ dismantled before 5pm on September 27 will be fined \$1,500.

Exhibit Hall Flooring

The Expo Hall is NOT carpeted. There will be aisle carpet, but booth spaces will not be carpeted. The aisle carpet will be dark gray. It is recommended you carpet your booth space. Carpet can be ordered via the Rossi Expositions portal.

Show Schedule

CONFERENCE HOURS

MONDAY, SEPTEMBER 25, 2017

12:00 PM – 6:00 PM – Workshop Day
6:00 PM – 7:00 PM – Opening Night Reception
6:00 PM – 8:00 PM – VIP Party
6:00 PM – 10:00 PM – Partner Events

TUESDAY, SEPTEMBER 26, 2017

9:00 AM – 5:00 PM – Sessions / Workshops
9:00 AM – 6:00 PM – Expo Open
4:30 PM – 6:00 PM – Expo Block Party
5:30 PM – 7:30 PM – Hiring Mixer
6:00 PM – 10:00 PM – Partner Events

MONDAY, SEPTEMBER 27, 2017

9:00 AM – 4:30 PM – Sessions / Workshops
9:00 AM – 5:00 PM – Expo Open
6:00 PM – 10:00 PM – Partner Events

EXHIBITOR MOVE-IN HOURS

MONDAY, SEPTEMBER 25, 2017

1:00 PM – 6:00 PM

TUESDAY, SEPTEMBER 26, 2017

7:00 AM – 8:00 AM

EXHIBITOR MOVE-OUT HOURS

WEDNESDAY, SEPTEMBER 27, 2016

5:00 PM – 8:00 PM