



PPXRD-17

Pharmaceutical Powder
X-ray Diffraction Symposium

21 - 24 May 2023

ICDD Headquarters - Newtown Square, PA, USA



EXHIBIT AND SPONSORSHIP OPPORTUNITIES

EXHIBIT INFORMATION

WHEN & WHERE

Exhibits for PPXRD-17 will be held 21-24 May at ICDD Headquarters. The ceiling height is 95 inches and the room is carpeted. Active exhibit hours will take place during the morning and afternoon coffee breaks, and lunch breaks. Coffee breaks and lunches will be served near the exhibit area. Exhibit set up will take place from 2:00 - 4:00pm EDT on 20 May 2023 and 7:00 - 8:00am EDT on 21 May 2023.

EXHIBIT FEE

The cost for a 60 x 24 inch tabletop exhibit is \$1,600 USD per table. The fee includes a company table sign, two chairs, one power strip, and one free registration (coffee breaks, lunches, and transportation included) for the exhibit staff member (\$1,200 value). **Limit one booth per company.** Please note: The provided tables cannot take very heavy loads. Instruments are permitted as long as they fit within the 60in x 24in space, however the instrument cannot be turned on. Publications, brochures, and small equipment, like a laptop, are allowed. Exhibitors may bring their own backdrops, as draping is not provided, however, it must fit within the table space.

SHIPPING DETAILS

Exhibit materials can be shipped directly to ICDD Headquarters; the shipping address will be included in your contract packet. There will not be a drayage company or machinery to move shipped items onsite. Items sent to ICDD will need to be small enough to be carried, moved on a small cart, or pallet jack to the exhibit space.

FLOOR PLAN

The floor plan will be drafted one month before the symposium begins. Exhibitors will be notified of their table location at that time.

EXHIBITOR REGISTRATION

One attendant per table top is permitted to work the exhibit, as included in the exhibit fee. The exhibit attendant is welcome to participate in the full symposium, at no additional charge. There will be an opportunity for your attendant to give a 3-5 minute presentation on your company/exhibit during the program.

PRODUCT & SERVICES DESCRIPTION

Please provide a brief description (150 words or less) of the products to be displayed, and/or services to be represented at your tabletop exhibit. This description will appear on the PPXRD website and in the Program Book. E-mail descriptions to sjennings@icdd.com as soon as possible, but no later than **3 April 2023**.

CONTRACT & CERTIFICATE OF INSURANCE

Once your application has been received and processed by ICDD, the exhibit contract will be emailed to you. The contract will include Rules and Regulations for exhibiting at PPXRD-17. It is mandatory that the contract be signed and emailed back to ICDD. Your company must also supply a Certificate of Insurance along with the signed contracts. A Certificate of Insurance is provided by your insurance company and states the amount of general liability insurance carried by your company. Details regarding the criteria for insurance will be outlined in the Rules and Regulations of your Exhibit Space Contract. No company will be permitted to exhibit at PPXRD without a signed contract and Certificate of Insurance.

CANCELLATION POLICY

Cancellations received by 3 April 2023 will receive a 50% refund. There will be no refund for booths canceled after 3 April 2023.

EXHIBIT APPLICATION FORM

Company Information: Complete this section AS IT SHOULD BE PUBLISHED on the PPXRD website and Program Book.

Company Name: _____ Website: _____
 Company Phone: _____ General Email: _____

Exhibit Attendant: One staff member per table. All information should be typed as you would like it to appear on Name Badge.

First Name: _____ Last Name: _____

Exhibit staff can attend the symposium, lunches, and coffee breaks as part of the booth fee; there is no additional cost, even if speaking at the conference.

Primary Contact: This information in not published.

First Name: _____ Last Name: _____ Address: _____
 City: _____ State: _____ Zip Code: _____
 Country: _____ Email: _____ Phone: _____

RETURN APPLICATION FORM TO:

Email: sjennings@icdd.com **Fax:** +610-325-9823

Mail: ICDD Conference Services Dept., 12 Campus Blvd., Newtown Square, PA 19073-3273

Questions or Concerns: Contact Stephanie Jennings - sjennings@icdd.com / 610-325-9814 ext. 163

Payment Information: Limit one (1) booth per company

Number of tables being purchased: 1 **Total Amount Due:** \$1,600 USD

Method of Payment:

Credit Card: Please see "Pay by Credit Card" under the Products tab on the ICDD website for credit card instructions. Please type "PPXRD Exhibit" in the "Invoice #" section. Please complete upon submission.

| Order Details | |
|---------------|--|
| Invoice #: | <input type="text" value="PPXRD Exhibit"/> |

Request an Invoice: ICDD Conference Services Department will send you an invoice for payment. Invoice must be paid before PPXRD begins.

Cancellation Policy: Cancellations received by 3 April 2023 will receive a 50% refund. There will be no refund for booths canceled after 3 April 2023.

SPONSORSHIP OPPORTUNITIES

COMPANY LOGO ON PPXRD WEBSITE \$300 USD

Place your logo in front of PPXRD-17 potential attendees and registrants for the months leading up to the symposium. Your logo will be shown from the time of purchase and approval to 31 May 2023 on the PPXRD website.

COFFEE BREAK SPONSOR \$350 USD

Place your company logo front and center as attendees relax and prepare for the next session. Located in the ICDD Lounge, the break station will provide high traffic and exposure for your company! Sponsorship includes "thank you" signage with sponsor logo in the break area. Interested in providing promotional items during your coffee break? Items can be provided by sponsoring company and placed in coffee break area. Only seven (7) sponsorships are available.

AFTERNOON ICE CREAM BREAK \$500 USD (EXCLUSIVE - 1 AVAILABLE)

Take this *exclusive* offer to place your company logo front and center as attendees relax and prepare for the next session with ice cream! A variety of frozen treats will be served during one afternoon break. Sponsorship includes "thank you" signage with sponsor logo in the break area. Interested in providing promotional items during your ice cream break? Items can be provided by sponsoring company and placed in break area. Only one (1) sponsorship is available.

PRE-SYMPOSIUM EMAIL BLAST \$500 USD

Secure your spot in the pre-registration email blast message and send your personalized company message to the pre-registration attendee list. Direct email marketing to this targeted list of attendees is the most powerful and cost-effective advertising you can use to promote your business, generate leads, and enhance your company's exhibit experience. One email will be sent with all sponsors at this level.

BANNER STAND SIGNAGE \$600 USD

Placed in high-traffic areas of the symposium near the registration area and classroom. Your message will be seen throughout the entire event. ICDD will provide printing, the banner will be 24inx72in. Sponsor must provide an electronic PDF of banner by **18 April 2023** to Stephanie Jennings - sjennings@icdd.com. Limit one (1) per exhibiting company.

PROGRAM BOOK ADVERTISEMENT (ONE-PAGE, DOUBLE-SIDED) \$800 USD

The Program Book is provided to all attendees onsite and contains details about the scientific program, schedule, exhibitors, and general information to help them navigate the symposium. Sponsor must provide ICDD with a two-page, 8.5inx11in, electronic PDF of their advertisement by **18 April 2023** to Stephanie Jennings - sjennings@icdd.com. ICDD will provide printing. If your ad is not received by the deadline, it will not be included in the final program.

| Platinum Level Sponsor - \$3,000 | Gold Level Sponsor - \$2,000 |
|--|--|
| Company Logo on PPXRD Website | Company Logo on PPXRD Website |
| Exclusive Pre-symposium Email Blast | "Gold Sponsors" Pre-symposium Email Blast |
| Program Book Advertisement (one-page, double-sided) | Program Book Advertisement (one-page, double-sided) |
| Company Logo on All Printed Symposium Materials | Company Logo on All Printed Symposium Materials |
| One (1) Coffee Break Sponsorship | |
| Electronic Copy of the Final Attendee List (emailed on the last day of the symposium) | |

If you have an idea for something not listed above, let us know. We are happy to work with our sponsors!

SPONSORSHIP APPLICATION FORM

Sponsorships will be assigned on a first-come / first-serve basis.
There is limited availability, so please don't delay.

First Name:

Last Name:

Mailing Address:

Email:

Phone:

PLEASE CHECK THE OPTION(S) THAT YOU WOULD LIKE TO SPONSOR:

Company Logo on PPXRD website - \$300 USD

Coffee Break Sponsor (7 available) - \$350 USD

EXCLUSIVE Afternoon Ice Cream Break (1 available) - \$500 USD

Pre-symposium Email Blast - \$500 USD

Banner Stand Signage - \$600 USD

Program Book Advertisement (one-page, double-sided) - \$800 USD

Gold Sponsor - \$2,000 USD

Platinum Sponsor - \$3,000 USD

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Order Details

Invoice #:

PPXRD Sponsor

Request an Invoice: ICDD Conference Services Department will send you an invoice for payment. Invoice must be paid before PPXRD begins.

Cancellation Policy: No refunds will be issued if sponsorship is canceled.