

2017 Florida ACG Capital Connection® Exhibitor Set-up & Tips



Wednesday & Thursday, November 8-9, 2017
Hyatt Regency Grand Cypress, Orlando, FL

Information for your 2017 Florida ACG Capital Connection® Exhibit Table

Attendees for Conference

- Each Private Equity & Investment Banker exhibiting firm receives TWO tickets to the conference; if you have NOT done so already, please email your 2nd attendee to info@acgflorida.com. The sooner we have the names, the sooner they will show up on the attendee list and in the DealSource App (launching THURSDAY, October 12th).

Hotel Rooms – Make SURE you have yours

- ACG Florida has a special rate of \$234, available until SOLD OUT or through Saturday, October 17, 2017. The link to reserve your room is available here – <https://resweb.passkey.com/go/ACGFLOIDA>

Golf & Tennis

- We still have room (pre-registration ends 10/31/17) for golfers and tennis players on Wednesday, 11/8.
 - Register for golf here (\$195) – <https://www.acg.org/florida/events/2017-florida-acg-capital-connection-golf-tournament>
 - Register for tennis here (\$90)- <https://www.acg.org/florida/events/2017-florida-acg-capital-connection-tennis-tournament>

Exhibit Table

- Set-up of your table begins at approximately 2:00 pm on Wednesday, 11/8 and tear-down will be Thursday, 11/9 at 4:00 pm. This gives you over 14 hours to host as many meetings as you would like, with other exhibitors, via the DealSource Scheduling Software. Each exhibiting firm will be provided with a 6' x 30" skirted table – we encourage you to bring your logoed table cloths, collateral, gadgets, premium items, raffle items etc.
 - 20 minute meeting times available through the software include:
 - Wednesday, 11/8

3:00 to 3:20 pm	4:00 to 4:20 pm
3:20 to 3:40 pm	4:20 to 4:40 pm
3:40 to 4:00 pm	4:40 to 5:00 pm
 - **Wednesday, 11/8, 5:30 to 7:30 pm – PEG & IB exhibitors host their tables during the All-Invited Capital Connection Welcome Reception (Wine Tasting) – this is a great time to have attendees who are NOT exhibitors and have reached out to you to meet to come by your table. **ACG Florida will be purchasing bottles of wine to have set-up at each exhibitor table for you to pour while you host your table.****
 - Thursday, 11/9 (you will be in the same location, and we will be adding a round table with chairs behind you exhibit table)

7:30 to 7:50 am	10:50 to 11:10 am
7:50 to 8:10 am	11:10 to 11:30 am
8:10 to 8:30 am	11:30 to 11:50 am
8:30 to 8:50 am	11:50 to 12:10 pm
8:50 to 9:10 am	LUNCH KEYNOTE
9:10 to 9:30 am	2:20 to 2:40 pm
9:30 to 9:50 am	2:40 to 3:00 pm
9:50 to 10:10 am	3:00 to 3:20 pm
10:10 to 10:30 am	3:20 to 3:40 pm
10:30 to 10:50 am	

- Signage with your company name will be provided by ACG Florida at your table.
- Items for your exhibit table should be sent to the Hyatt Regency Grand Cypress for arrival no earlier than Friday, November 3rd and no later than Tuesday, November 7th. Set-up begins at 2:00 pm on Wednesday, November 8th and tear-down will be Thursday, November 9th at 4:00 pm.
- The following information must be included on all packages to ensure proper delivery:

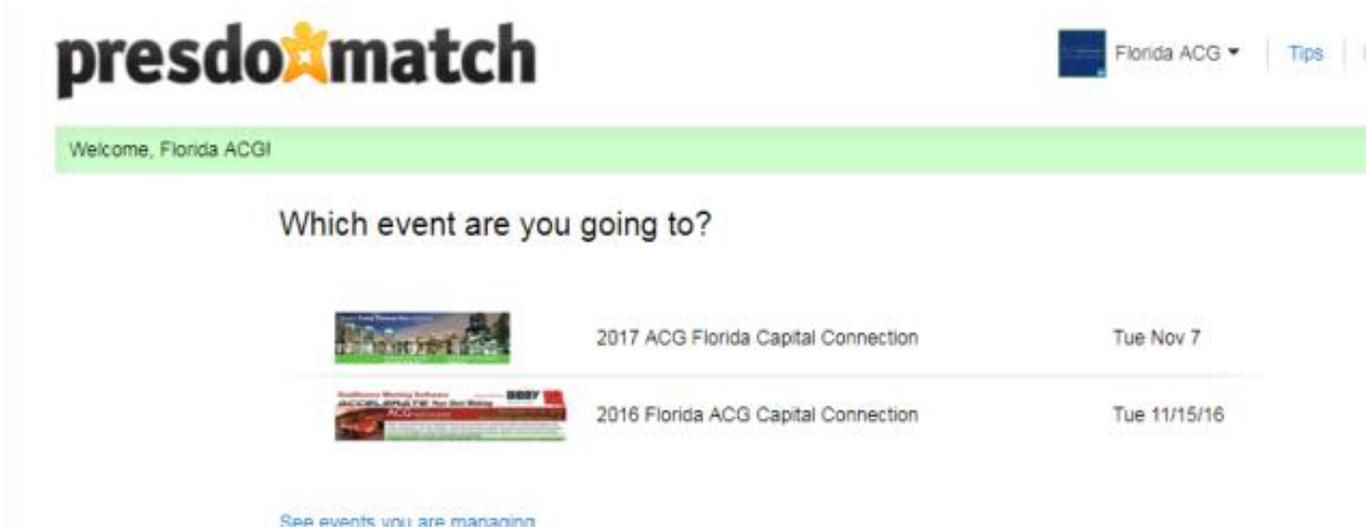
Hyatt Regency Grand Cypress
 One Grand Cypress Boulevard
 Orlando, FL 32836
 Hold for Sherry Smith/Florida ACG Capital Connection
 c/o **YOUR COMPANY NAME (FOR EXHIBIT TABLE)**
 (1 of 1, 1 of 2, etc.)



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

DealSource Scheduling Software

IF YOU WERE AN EXHIBITOR in 2016, you may see both events on Presdo, PLEASE be sure and choose the 2017 ACG Florida Capital Connection.



**Participation in DealSource software is limited to exhibitors only – you are welcome to reach out to general attendees on your own.* Also, REMEMBER that the software tool only works for those that use it. Some exhibitors may choose to reach out via email and/or phone, so if you get no response through the software, you may want to reach out another way.

The DealSource tool is powered by Presdo Match, and is the same software used at ACG Boston and at the 2016 Florida ACG Capital Connection in Amelia Island.

- **Access & Login:** We plan to launch the software on **October 12th**, and you will 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. You can search for ACG Florida on both the app store or google play to use on your smartphone or links are below:
 - iPhone – <https://itunes.apple.com/us/app/fl-acg-cap-con/id1167789461?mt=8>
 - Android – <https://play.google.com/store/apps/details?id=com.presdo.match.acg2016floridaacgcapitalconnection>

- **Manage Your Profile:** Some of your company profiles have been pre-populated, however, you have the opportunity to update/change/add. 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 and filter by company, location, deal criteria, and more. You can also view which of your LinkedIn contacts will be in attendance, and send a LinkedIn connect request to DealSource participants that are not currently your contacts.
- **Scheduling Meetings:** Contact the person you'd like to meet with and send them a message, 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.