



SPONSOR KIT

CROWNE PLAZA PHILADELPHIA
CHERRY HILL, NJ
OCTOBER 17 & 18, 2016

QUICK FACTS

SHOW NAME: Digital Dealer Workshops Northeast

SHOW DATES: October 17th - 18th, 2016

SHOW LOCATION: Crowne Plaza Philadelphia - Cherry Hill

SPONSOR MOVE-IN

Monday	October 17th	7:00AM - 10:30AM
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SHOW HOURS

Monday	October 17th	11:30AM - 6:30PM
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Tuesday	October 18th	7:00AM - 4:30PM
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SPONSOR MOVE-OUT

Tuesday	October 18th	4:30PM - 6:00PM
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MOVE-OUT NOTE: All Sponsors are responsible for making arrangements for outgoing shipments to include packing/labeling boxes and notifying preferred courier to pick up shipment from the Hotel's loading dock. All packages left unclaimed after 30 days will be discarded by the Hotel.

DISPLAY EQUIPMENT:

Each Executive Sponsor table will include a 6' skirted table, 2 chairs, electricity, wifi access, and table ID sign.

ROOM RESERVATIONS:

Hotel rooms at the Crowne Plaza are available at the DDWNE discounted rate of \$119 plus tax/per night. The booking link is available on your team's Sponsor Dashboard and Staff Registration Confirmation email.

TOTE INSERTS:

Executive Sponsors receive the opportunity to include a branded promotional item and/or marketing collateral no greater than a 6 page bound document in the official DDWNE Attendee Tote Bag. The total number of promotional materials will be included in an email reminder approximately 30 days prior. Please be sure to complete and attach the Tote Insert label to each box.

BREAKFAST / LUNCH COLLATERAL:

Breakfast and Lunch Sponsorships include an opportunity to place collateral on dining tables during the applicable meal time. Please be sure to complete and attach the Lunch / Breakfast Collateral label to each box.

ASSISTANCE:

If you have any questions or would like assistance, please contact our Sponsor Services team at exhibitorconciierge@digitaldealer.com.

PACKAGE RECEIVING AND HANDLING



All boxes/packages will be accepted no earlier than 3 business days or less prior to the start of DDWNE. The Crowne Plaza will not accept pallet deliveries and is not responsible for loading or unloading deliveries from courier trucks. To ensure packages are delivered to the correct onsite location without delay, please complete and attach the applicable shipping label to each box/package.

OUTGOING PACKAGES:

All Sponsors are responsible for making arrangements for outgoing shipments to include packing/labeling boxes and notifying preferred courier to pick up shipment from the Hotel's loading dock. A \$5.00 per package fee will be assessed for all outgoing packages left for the hotel to ship. All packages left unclaimed after 30 days will be discarded by the Hotel.

**SPONSOR TABLE
DISPLAY EQUIPMENT**

GROUP/EVENT NAME: Dealer Communications / Digital Dealer Workshops Northeast

CROWNE MEETING DIRECTOR: Brian Harrison

EVENT DATES: October 16th - October 18th, 2016

SHIPPING

To: _____
Sponsor Onsite Representative

Sponsor: _____
Sponsor Company Name

**Crowne Plaza Philadelphia - Cherry Hill
Digital Dealer Workshops Northeast
2349 West Marlton Pike
Cherry Hill, NJ 08002**

**ITEMS WILL ONLY BE ACCEPTED BETWEEN
OCTOBER 12TH - OCTOBER 17TH, 2016.**

**LUNCH/BREAKFAST
SPONSORSHIP
COLLATERAL MATERIALS***

GROUP/EVENT NAME: Dealer Communications / Digital Dealer Workshops Northeast

CROWNE MEETING DIRECTOR: Brian Harrison

EVENT DATES: October 16th - October 18th, 2016

SHIPPING

To: _____ Chantelle Bean- Event Management

Digital Dealer Onsite Receiving Contact

Sponsor: _____
Sponsor Company Name

**Crowne Plaza Philadelphia - Cherry Hill
Digital Dealer Workshops Northeast
2349 West Marlton Pike
Cherry Hill, NJ 08002**

**ITEMS WILL ONLY BE ACCEPTED BETWEEN
OCTOBER 12TH - OCTOBER 14TH, 2016.**

*Table collateral opportunity only available to DDWNE Lunch/Breakfast Sponsors.

TOTE INSERT MATERIALS*

GROUP/EVENT NAME: Dealer Communications / Digital Dealer Workshops Northeast

CROWNE MEETING DIRECTOR: Brian Harrison

EVENT DATES: October 16th - October 18th, 2016

SHIPPING

To: _____ Chantelle Bean- Event Management

Digital Dealer Onsite Receiving Contact

Sponsor: _____

Sponsor Company Name

**Crowne Plaza Philadelphia - Cherry Hill
Digital Dealer Workshops Northeast
2349 West Marlton Pike
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**ITEMS WILL ONLY BE ACCEPTED BETWEEN
OCTOBER 12TH - OCTOBER 14TH, 2016.**

*Tote insert opportunity only available to DDWNE Executive Sponsors.

SPONSOR TABLE DISPLAYS



All Executive Sponsorships include a 6ft wide exhibit space located in Grand Ballroom B & C. All Sponsor's display equipment must fit within the 6ft space or the display may not be approved for the show. All display banner stands must be placed on top of or behind the Sponsor's table. All tables must be pushed against the wall. Each Sponsor table must be set and ready to welcome attendees by 10:30AM on Monday, October 17th. Please refer to the images on this page for examples of approved Executive Sponsor tables.

DIGITAL
Dealer[™]
WORKSHOPS

CROWNE PLAZA PHILADELPHIA - CHERRY HILL, NJ
OCTOBER 17-18, 2016

WORKSHOP LOCATION

CROWNE PLAZA PHILADELPHIA CHERRY HILL
2349 Marlton Pike West, Cherry Hill, NJ 08002

CONTACT US WITH QUESTIONS ON EXHIBITING

EXHIBITORCONCIERGE@DIGITALDEALER.COM

DIGITALDEALERWORKSHOPS.COM

(561) 995-9090