

**EXHIBITOR  
FAQs**

Revised 2.13.2020

# BIOCYCLE CONNECT WEST 2020

**Building Best-In-Class  
Organics Recycling Programs**Local Policies  
Food Waste Collection  
Processing Infrastructure  
Markets

March 30–April 2, 2020 • Sacramento, CA • DoubleTree By Hilton Sacramento

**Conference Venue****DoubleTree by Hilton Hotel  
Sacramento**2001 Point West Way  
Sacramento, California 95815  
(916) 929-8855BIOCYCLE CONNECT WEST 2020  
will be held at the DoubleTree by Hilton  
where exhibits will be located in the hotel  
ballroom.**Airport Transportation**

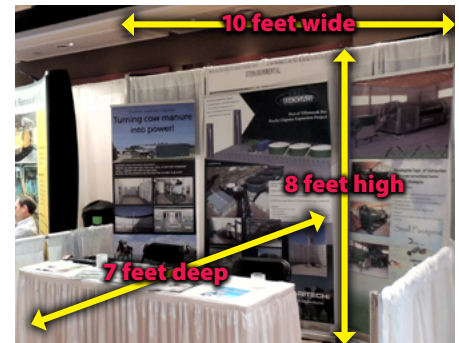
- Taxi/rideshare
- Parking: \$10 per vehicle, per day

**Hotel Room Reservations**BIOCYCLE CONNECT WEST 2020  
Special guestroom rate:  
\$149/night + taxes  
(Rate available until March 8, 2020)  
Reserve Online/Call (916) 929-8855**Audiovisual Services**For television, large monitors, etc.:  
AVMS, Darryl Joyce [djoyce@avms.com](mailto:djoyce@avms.com)**Questions?**Teri Sorg-McManamon  
610-967-4135 ext. 133  
[advert@jgpress.com](mailto:advert@jgpress.com)**Exhibit Registration Package**

A maximum of two companies/organizations permitted to share one exhibit space.

Exhibit registration fee of \$2295 includes:

- One 10' (wide) x 7' (deep) booth space (located in carpeted ballroom)
- Free WiFi access in conference area
- 8' Back Drape and 2, 3' Side Drape
- 6' Skirted Table, 2 chairs and wastebasket
- (1) Booth Identification Sign
- Two Conference registrations (includes attendance of sessions, breakfasts, lunches)

Exhibit elements (i.e., flags, banners, etc.) must be contained within maximum dimensions: 10' wide x 7' deep x 8' high  
**Electricity (5 AMP, 120 volt): additional \$115****Exhibit Specifications This is NOT an equipment show.****Preferred materials are pop-up banners, free-standing floor displays, literature, video monitors.****If you plan to display light equipment, adherence to these parameters is required:**

- Maximum weight for crate/content: 1,000 lbs.
- Crates should be no larger than 5' long x 3' deep x 4' wide.
- All shipments are subject to receiving/storage fees.
- Electricity limited to one 10 AMP, 120 volt outlet for use with computer, screen, exhibit lights.
- Equipment may not run, produce any noise or odor and is not permitted to hold water.
- Exhibit elements (i.e., flags, banners, etc.) must be contained within maximum dimensions: 10' wide x 7' deep x 8' high

**Exhibit Shipping**Shipments must be sent directly to **STL, Ltd.**, the official material handling contractor and decorator for BIOCYCLE CONNECT WEST 2020. You will receive an email from STL with a link and temporary password to access the Exhibitor Kit, which will include complete instructions and labels for both advance and direct shipping. Shipments are NOT to be sent directly to the hotel and may be returned to exhibitor.**Exhibit Ballroom Schedule**

Exhibit Ballroom open all day during Conference sessions on Tuesday &amp; Wednesday, March 31 and April 1. Continental breakfast, Buffet lunch and Coffee breaks, held in Exhibit Ballroom

**Exhibit Set Up And Registration****Monday, March 30  
2:00 PM – 7:00 PM**All exhibits must be completely set up by  
7:00 PM on Monday, March 30**Tuesday, March 31, 2020**

7:30 – 9:00 AM	Continental breakfast
10:15 – 11:00 AM	Coffee break
12:15 – 1:45 PM	Buffet lunch
3:30 – 4:15 PM	Refreshment break

**Wednesday, April 1, 2020**

7:30 – 8:30 AM	Continental breakfast
9:45 – 10:30 AM	Coffee break
12:15 – 1:45 PM	Buffet lunch
2:00 – 5:00 PM	Exhibit tear down

**Cancellation Policy**

Refund	If Cancelled By
\$2,295.00	January 24, 2020
\$1,721.25	January 31, 2020
\$0.00	February 1, 2020

**Questions?**Teri Sorg-McManamon  
610-967-4135 ext. 133  
[advert@jgpress.com](mailto:advert@jgpress.com)**Terms And Conditions**

By registering to exhibit, your company/organization agrees to follow the Terms and Conditions set forth by The JG Press, Inc. (dba BioCycle). The BioCycle CONNECT WEST 2020 Conference venue is a hotel ballroom wherein exhibit space is limited to pop-up and freestanding floor displays. Exhibitors wishing to display "light equipment" — refer to the Light Equipment Parameters above. Contact Teri Sorg-McManamon, 610.967.4135, ext. 133 with a detailed description including weight and dimensions of equipment to be displayed within allotted exhibit space.

Equipment or devices producing noise or odors are not permitted. If these requirements are not met, The JG Press, Inc. reserves the right to require modification of any exhibit.

It is the responsibility of the exhibiting company to pay for additional charges incurred. At no time should any miscellaneous expenses be the responsibility of The JG Press, Inc.

**Certificate of Insurance**

BioCycle Conference exhibitors assume responsibility and agree to indemnify and defend The JG Press, Inc. (dba BioCycle) and DoubleTree By Hilton Sacramento and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The Exhibitor understands that neither The JG Press, Inc. nor the DoubleTree By Hilton Sacramento maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

**Send Certificate Of Insurance to  
Teri Sorg-McManamon at [advert@jgpress.com](mailto:advert@jgpress.com)**