



# 14th Annual PDA Global Conference on Pharmaceutical Microbiology

## EXHIBITOR NEWSLETTER

OCT. 21-23 | ROCKVILLE, MD

EXHIBITION: OCT. 21-22

RAPID MICROBIOLOGICAL METHODS WORKSHOP: OCT. 23-24

TRAINING COURSES: OCT. 25

The [14th Annual PDA Global Conference on Pharmaceutical Microbiology](#) is **less than two months away**. This newsletter provides upcoming exhibitor due dates and information about exhibitor registration, hotel reservations, and available sponsorship opportunities!

**\*Show Hours:** All events take place in the Exhibit Hall unless otherwise noted. ***Please be sure to arrive in the Exhibit Hall 15 minutes prior to scheduled break times in case sessions conclude early.***

### Sunday, October 20, 2019

1:00 p.m. - 7:00 p.m.	Exhibitor Set Up
3:00 p.m. - 7:00 p.m.	Registration Open

### Monday, October 21, 2019

7:00 a.m. - 5:30 p.m.	Registration Open
8:00 a.m. - 11:00 a.m.	Exhibitor Set Up
11:30 a.m. - 7:00 p.m.	Exhibit Hall Open
11:45 a.m. - 1:30 p.m.	Grand Opening of Exhibit Hall with Lunch, Exhibitor Tech Talks & Poster Presentations
3:30 p.m. - 4:15 p.m.	Refreshment Break & Poster Presentations in Exhibit Hall
5:45 p.m. - 7:00 p.m.	Networking Reception & Poster Presentations in Exhibit Hall

### Tuesday, October 22, 2019

7:00 a.m. - 5:30 p.m.	Registration Open
7:00 a.m. - 8:30 a.m.	Continental Breakfast - Exhibitors are welcome to attend!
9:45 a.m. - 4:00 p.m.	Exhibit Hall Open
10:00 a.m. - 10:45 a.m.	Refreshment Break, Passport Drawing & Poster Presentations in Exhibit Hall
12:30 p.m. - 1:30 p.m.	Networking Lunch, Exhibitor Tech Talks & Poster Presentations in Exhibit Hall
3:45 p.m. - 4:30 p.m.	Refreshment Break, Passport Drawing & Poster Presentations in Exhibit Hall
4:30 p.m. - 7:00 p.m.	Exhibitor Breakdown

\*Schedule subject to change. Follow [agenda](#) provided on our website for latest updates.

## Deadlines and Forms

[Service Kit](#): The Service Kit includes information regarding shipping your exhibit materials. For your materials, we highly recommend you ship through the show decorator as they will deliver your materials directly to your booth. Shipping sent through another service may incur additional fees, handling fees by the hotel, and storage fees.

[Lead Retrieval Services Available](#)- Order your lead retrieval Services through Expo Logic. We are offering a limited time deal if you reserve before October 1<sup>st</sup>, 2019.

[Exhibitor Registration and Company Product Form](#)- was due on **July 29, 2019**. As an exhibitor you will receive 1 Full Conference badge and 1 Exhibit-Only Pass per 10' x 10' booth space. Please note there will be a \$50 change fee for any submissions/substitutions made after this date. Submitted forms must have the "Privacy Agreement" portion filled out for each attendee at the time of submission.

[Electrical/AV Form](#)- Submit your order forms directly to the hotel if you wish to order electricity or AV needs for your booth.

[View your company's abstract on file](#). Your listing will appear on our Conference website and in our Final Program. Provide a company description (50 words or fewer) by email to [caballero@pda.org](mailto:caballero@pda.org) about your company's products and services. Submissions received after **July 29, 2019** are not guaranteed inclusion in the Final Program.

[Hotel Reservations](#) A block of rooms has been reserved for Conference participants at the **Bethesda North Marriott Hotel & Conference Center**. The rate is \$249 for single rooms, plus applicable state and local taxes. Reservations must be secured **by Sept. 16, 2019**. After this date, reservations can be made on a space- and rate-available basis only. [Book your room online](#).

[Promotional Tools](#): We encourage you to share our Conference ads on your website and social media and in other marketing materials to promote your participation.

**Sponsorship Packages Available** by request only. Elevate your brand awareness and visibility by taking advantage of the available exclusive sponsorship options. Consider one of our high-profile, cost-effective Sponsorship Packages or advertising options to bring additional attendees to your exhibit space. Contact the Sales team to view our Sponsorship Packages.

It's always a pleasure working with you, and please let us know if we can assist in any way!

The PDA Sales Team

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