



GLOBAL CLINICAL
SUPPLIES GROUP

Vendor Pre-Registration Call November / December 2024



GCSG 2025
SAN ANTONIO | APRIL 27-30

AGENDA

- Registration Opening
- BD/Sales/Marketing Representative Registration
- Tabletop Exhibits
- Sponsorships
- Registration Demo
- Questions



REGISTRATION OPENING



REGISTRATION FOR TABLETOP EXHIBITS & SPONSORSHIPS

- **TUESDAY**
- **3 DECEMBER 2024**
- **11AM EST**



DECEMBER 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				





REGISTRATION SYSTEM 2025 IS SIMILAR TO LAST YEAR

- A new registration system was implemented for the GCGS US 2024 conference
- Registration is simple and fast; a demo is included at the end of this presentation
- On December 3th, vendors will be registering to purchase a tabletop and/or sponsorship(s), but will **NOT** be registering any attendees
- An email will be sent after payment to register the appropriate BD/Sales/Marketing/Senior Executive representative



BD / SALES / MARKETING REGISTRATIONS



GENERAL REGISTRATION

- No later than 3 weeks after payment for your exhibit/sponsorship purchase has been received, you will receive an email containing a registration link for the appropriate number of BD/Sales/Marketing/Senior Executive representative registrants
 - NOTE: It is recommended that you register **as soon as possible** after receiving the link to guarantee your spot. Substitutions can be made at any time.
 - NOTE: For companies paying with credit card, the person who is making the tabletop/sponsorship purchase will receive BD/Sales registration link by 12 Dec
- Each registration includes a 1-year membership to GCSG allowing access to information from current and prior conferences, the full member network and other member benefits
- All companies will be limited to a **total 2 BD/Sales/Marketing/Senior Executive representative** registrations (excluding speakers or committee members)
- Additional vendor call will be scheduled in early March to remind of conference details; we recommend both marketing and BD teams to attend





SPONSORSHIPS

- **Diamond, Platinum & Gold sponsorships**
Ability to purchase up to two (2) BD/Sales/Marketing/Senior Executive representative registrations
- **Silver sponsorship or below**
Ability to purchase one (1) BD/Sales/Marketing/Senior Executive representative registration
- **Purchase of multiple sponsorships (Silver and below)**
Ability to purchase BD/Sales/Marketing/Senior Executive representative registrations is additive up to a MAXIMUM of two (2)
- **Total purchase \geq \$20,000 on sponsorship & tabletop exhibits (does not include registration fees)**
Ability to purchase one (1) additional delegate pass for a **VP-level** executive



PAYMENTS

- Full payment is expected within four weeks of registration
- Failure to comply may result in tabletop exhibit and/or sponsorship(s) being offered to wait-listed vendors
- A \$150 administrative fee will be assessed for
 - Payments made via any method other than credit card
 - Payments requiring the manual processing of a credit card



SUBSTITUTIONS

- Substitutions can be made via the **online registration** system at any time up until the start of the conference
- We recommend registering attendees as soon as you receive the registration link from GCSG
 - The total number of BD/Sales/ Marketing representatives allowed to register for the conference is capped
 - Once sold out, no additional BD/Sales/ Marketing representatives can be added



CANCELLATIONS

- Cancellation requests must be submitted via the online registration system
- Cancellation requests received at least 6 weeks prior to conference start, i.e. prior to 16 March 2025, will receive
 - Individual conference registration – refund of registration fee paid less a \$250 administrative fee
 - Exhibitors/Sponsors – a 50% refund of fees paid

No refund can be given for cancellations received less than 6 weeks prior to conference start



TABLETOP EXHIBITS

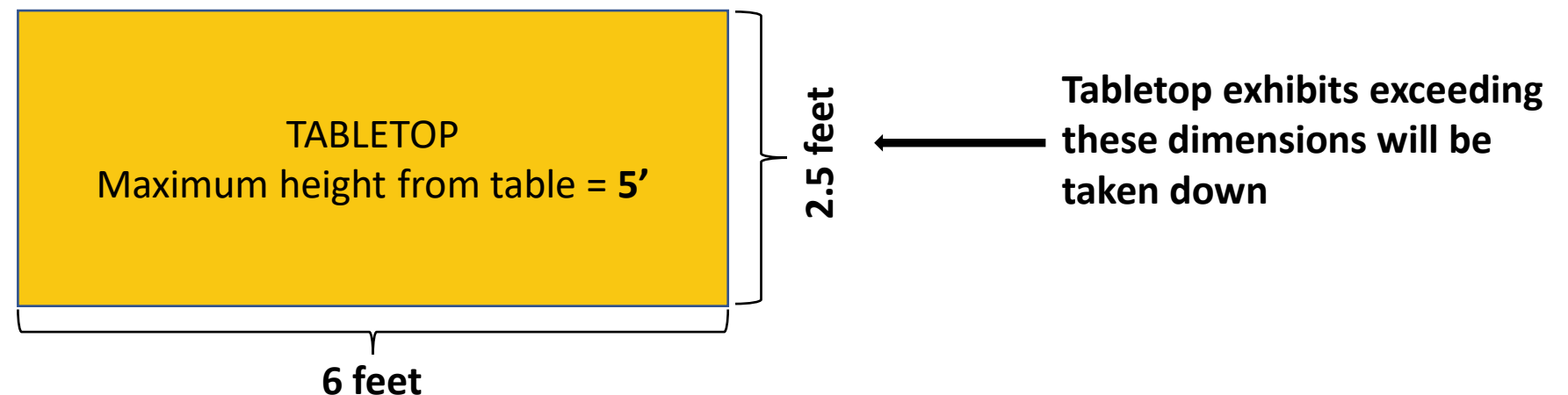


TABLETOP SIZES AND FEES

- Skirted table approximately 2.5' by 6' in size, with 115v power strip/3 prong socket, 2 chairs and WiFi
- **No exhibition materials are allowed on the floor**
- Two types of tabletops
 - Premium – **\$7,000** (attendee registration extra) – 11 tables available
 - General – **\$5,500** (attendee registration extra) – 56 tables available

Subject to change

- Tabletop size



PREMIUM VS STANDARD TABLETOPS

Standard Tabletop	Premium Tabletop
Number of BD/Sales reps allowed to register: 2	Number of BD/Sales reps allowed to register: 2
Located in Exhibit Hall, open during scheduled networking hours	Premium location in the foyer, right outside the exhibit hall & plenary session room; visible branding and foot traffic throughout the event
Participation in Vendor Reception and Vendor Prize Drawing Networking Activity	Participation in Vendor Reception and Vendor Prize Drawing Networking Activity
Recognition as a conference exhibitor on the GCSG website and conference app	Recognition as a premium conference exhibitor on the GCSG website and conference app

- Conference logo banners will be provided for your use in email signatures or on your company website, LinkedIn or other social media platforms
- The **2025 US Conference Exhibitor & Sponsorship Agreement** has all the details





REGISTRATION WAITLIST FOR TABLETOPS

- In the event the tabletop exhibits sell out, a wait list will be created; during registration, you will need to click a button to be added to the waitlist
- Companies will be notified in the order that they joined the waitlist if exhibit space becomes available





EXHIBIT GUIDANCE

- All exhibit materials must fit completely on the tabletop provided (approximately 2.5' X 6')
- No exhibit materials are allowed on the floor in the exhibit area
- Exhibitors may only install tabletop displays with a maximum height of 5' from the top of the table
- One tabletop per company (including subsidiaries or sister companies) is permitted.
 - A company is defined by the highest level of the organization regardless of brand differentiation within the overall organization
- Exhibitor personnel must wear their registration badges at all times
- Exhibitors are responsible for bringing set-up/tear down materials (scissors, tape, etc.)





Cvent LeadCapture

- We will be offering Cvent LeadCapture app for purchase
 - \$249 for 1 license
 - \$448 for 2 licenses
- Each license can only be installed on a single device
- App will allow user to scan QR codes on attendee badges to obtain:
 - Name
 - Title
 - Company
 - E-mail address
- Purchase can be made at time of tabletop/sponsorship purchase or added at any time up until the start of the conference



SPONSORSHIPS



SPONSORSHIPS

- Currently planning for approx. 52 sponsorship opportunities ranging in price from \$500 to \$15,000
- All sponsorships include
 - Recognition on website and conference app
 - Recognition on signage at the event
 - Recognition on slide carousel projected in plenary room before, after and between sessions
- Additional benefits may include
 - Recognition by Master of Ceremonies
 - Logo on sponsored item (App, Lanyard, etc.)
 - Ability to provide items with logos to attendees (table drop, etc.)



See [sponsorship package descriptions](#) for complete details!



KEY DATES TO PROVIDE SPONSORSHIP/EXHIBITOR INFORMATION

Activity	Requirement	Due Date
GCSG Night Out	Signage, collateral, & giveaway items for approval; vector file logo	4 wks after purchase
Sunday Meet & Greet	Signage, collateral, & giveaway items for approval; vector file logo	4 wks after purchase
Vendor Showcase	Title & description	1 wk after purchase
Recharge Stations	Signage for each recharge station (~15-18)	6 wks after purchase
Sponsored Emails	Logo (vector file preferred); 120-word paragraph	Immediately after purchase
Digital Sign(s)	Vector File for logo- specifications will be provided upon purchase	6 wks after purchase

Logos will be required from all sponsors; the above dates are critical for the listed sponsorships



SOME IMPORTANT NOTES ...



SOME IMPORTANT NOTES FOR ALL VENDORS (1)

Website

- The [GCSG website](#) contains useful information, especially the North America events site. Please use it!
- The [Resources page](#) includes the Exhibitor and Sponsorship Agreement, the Sponsorship Opportunities document, shipping labels and more

More vendor information

- There will be another vendor call early March with the latest information



SOME IMPORTANT NOTES FOR ALL VENDORS (2)

Shipping process



- Materials shipped to the venue require a GCSG label
- Hotel will accept shipments starting on **April 23th**
- Exhibitor materials will be delivered to the Exhibitor Hall on Sunday afternoon

Logo's

- Exhibitors and sponsors need to provide TWO company logos (one in each of the following formats) within two weeks of purchase
 1. Vector file (.ai, .eps, .pdf, .svg)
 2. .jpeg or .png format



GCSG 2025 US Conference

Send to:

Hyatt Regency Hill Country Resort and Spa
9800 Hyatt Resort Drive
San Antonio, Texas 78251

Attn:

Company Onsite Contact: _____

Company Name: _____

Company Address: _____

No _____ of _____ pieces

Tabletop #: _____

Hotel will accept shipments starting April 23rd



GCSG CONTACTS

- For questions or concerns regarding exhibitor tabletops/registration, please contact: VendorHelp@mygcs.com
- For questions or concerns regarding sponsorship opportunities, please contact: SponsorshipHelp@mygcs.com



REGISTRATION DEMO





REGISTRATION PROCESS

[Registration Demo Video \(vimeo.com\)](#)

(previous conference example is similar to this conference registration process)

If not available an option to get on the waitlist will appear

Personal Information
Fill out the information below, then click Next to continue.

Registration Type
Sponsorship/Tabletop Purchase

* First Name * Last Name

* Email Address

1. Enter your personal info

Signatures or on your company website, LinkedIn or other social media platforms.

- See GCSG 2024 US Conference Exhibitor & Sponsorship Agreement for full details.

Tabletop Exhibit Space **\$5,500.00**

Tabletop Price: \$5,500 (48 opportunities available) **Selected**

Number of BD/Sales/Marketing reps allowed to register: 2 47 remaining

- Located in the Exhibit Hall; open during scheduled networking hours.
- Participation in Tuesday's Vendor Reception and Vendor Prize Drawing Networking Activity.
- Recognition as a conference exhibitor on the GCSG website.
- Conference logo banners will be provided for your use in email signatures or on your company website, LinkedIn or other social media platforms.

2. Select tabletops and/or sponsorship

Registration Summary
Take a moment to review your registration before continuing.

John Smith
john.smith@pharma123.com
Edit
Company
Pharma123

Sponsorships & Tabletops

Item	Price
Sessions	
Tabletop Exhibit Space	\$5,500.00
GOLD Sponsor - Patient Testimonial Presentation	\$10,000.00
MEMBER Sponsor - Check-in Gift	\$4,000.00
SUPPORTING Sponsor - Digital Signs - Tuesday	\$500.00

3. Review selection

If you require your company address on your invoice please complete the table below:

Address 1

Address 2

Country/Region City

4. Fill out invoice information

Payment

Service Fee

Select Payment Method

☐ Credit Card

* **Alternative Method**

Total Due \$20,000.00

5. Select payment method





GCSG 2025
SAN ANTONIO | APRIL 27-30

QUESTIONS: REGISTRATIONS, TABLETOPS & SPONSORSHIPS



WE'RE LOOKING FORWARD TO
SEEING YOU IN APRIL IN SAN
ANTONIO, TEXAS!

