



**GLOBAL CLINICAL
SUPPLIES GROUP**

EXHIBITOR GUIDE



GCSG 2026
SAN DIEGO | APRIL 26-29

THANK YOU for your support of the GCSG 2026 US Conference! We are looking forward to seeing you in San Diego.





GCSG US CONFERENCE CONTACTS

Exhibitor/Vendor Help

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



Kim Buchanan
Exhibitor Coordinator



Lisette Wijnen
Assistant Exhibitor Coordinator

Sponsorship Help

For questions or concerns regarding sponsorships, please contact: SponsorshipHelp@mygcs.com



Katy Ostertag-Johnson
Marketing Coordinator



Steve Deroxtra
Assistant Marketing Coordinator

Speaker/Presentation Help

For questions or concerns regarding speakers/presentations, please contact: PresentationHelp@mygcs.com



Michele Pierce
Presentation Coordinator



Hope Foudoulakis
Assistant Presentation Coordinator

General Conference Help

For general questions or concerns regarding the conference, please contact: ConferenceHelp@mygcs.com



Nicole Gray
US Conference Chair




Amanda Anderson
US Conference Vice-Chair

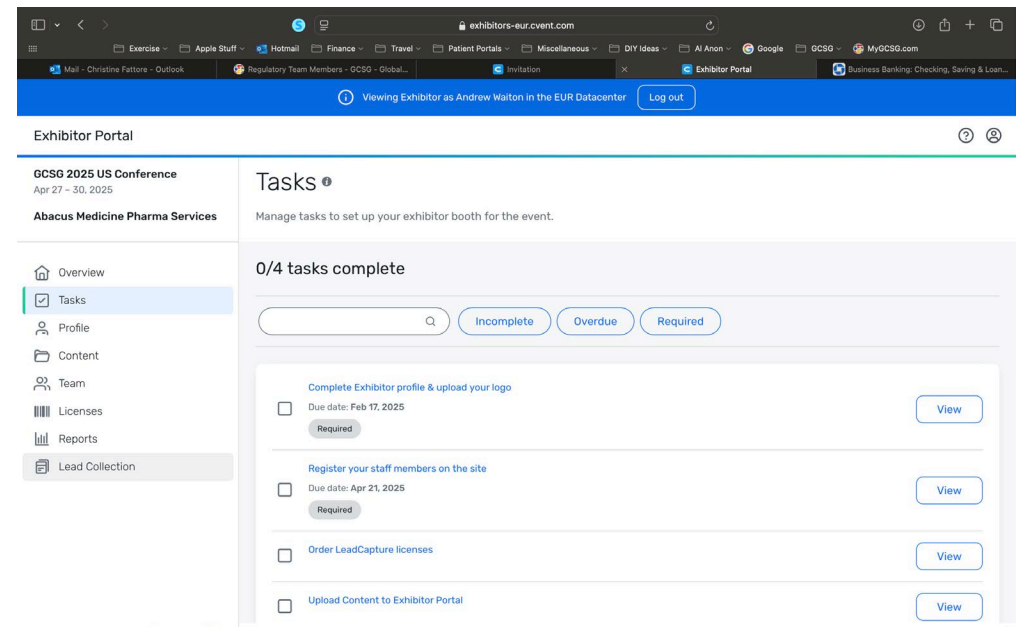


Please be sure to have the domains mygcs.com and cvent.com whitelisted in your company, so you receive emails from GCSG



EXHIBITOR PORTAL

- **What is it?** An electronic repository where each vendor with a tabletop and/or sponsorship can upload information about their company so that it will be displayed in the app at the GCSG Conference
- You have received an email with instructions to log into the portal
- Please open the **Tasks** tab to complete the tasks listed 
- Complete your profile and add content
- Add your registered attendees
- LeadCapture licenses are stored in the portal
- Vendors can pull reports and collect information from leads in the portal

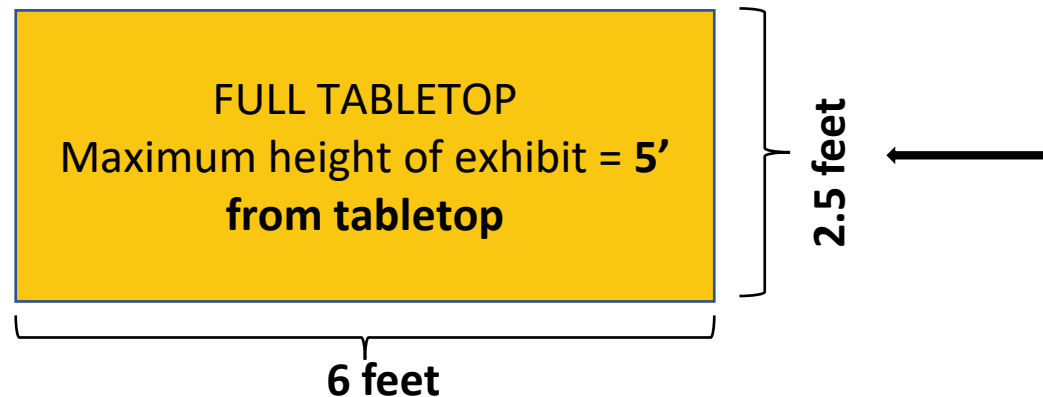




STANDARD vs PREMIUM TABLETOP EXHIBITS

Standard Tabletop Exhibit	Premium Tabletop Exhibit
Located in Exhibit Hall, open during scheduled networking hours	Premium location in the foyer, right outside the Exhibit Hall & plenary session rooms; visible branding and foot traffic throughout the event
Recognition as a conference exhibitor on the GCSG website	Recognition as a premium conference exhibitor on the GCSG website

- Skirted table approximately 2.5' by 6' in size, with 115v power strip/3 prong socket, 1 chair & Wi-Fi
- **No exhibition materials are allowed on the floor**
- Tabletop size



Tabletop exhibits exceeding these dimensions will be taken down!





EXHIBIT REQUIREMENTS

- 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
- Exhibitor personnel must always wear their registration badges
- Exhibitors are responsible for bringing set-up/tear down materials (scissors/box cutters, packing tape, etc.)



NOTE: GCSG encourages all exhibitor and sponsor participants to attend sessions and workshops to meet attendees, network, build relationships and learn



EXHIBITOR SET-UP AND TEAR DOWN

- **Set-up**

Sunday, April 26th from 2:30 PM to 5:45 PM

- **Breakdown**

Wednesday, April 29th from 1:00 PM

- Vendors are responsible for boxing, taping and labeling any materials to be returned (please bring your own tape, scissors, shipping labels etc.)

- **Exhibitor Hall Hours**

Monday, April 27th – 7:30a-8:15a | 12:30p-1:30p | 3:15p-4:30p

Tuesday, April 28th – 7:30a-8:15a | 12:15p-2:30p | 4:00p-6:00p

Wednesday April 29th – 7:30a-8:45a | 11:45a-12:45p

- **Please note:** The exhibit hall will be locked during all workshops, lectures and plenary sessions to protect our vendors property when unattended



For full agenda, see mygcsg.com or the conference app



VENDOR LAY-OUT





VENDOR TABLETOP NUMBERS

Company Name	Tabletop #
4G Clinical	8
Acnos Pharma CTS, LLC	29
AdiraMedica	71
Advanced CTS Corp.	5
Almac Group	7
Ancillare	39
Atreo	16
AWT Healthcare	30
BAP US, Inc.	41
Bertrand Clinical Label	9
Biocair	40
Bionical Emas	31
Bluefin Clinical, Inc.	28
CalCog	21
Catalent	35
CCL Clinical	63
Client Pharma	73
Clinical Services International	11
Clinical Supply Consulting	44
Clinical365 LLC	57
Clinigen	70
Cold Chain Technologies	68
COREX Logistics	10
Cure Pharma	65
Endpoint Clinical	54
Euromed Pharma	47

Company Name	Tabletop #
Experic	17
Global BioPharm Solutions	22
Imperial	27
Inceptua	37
Infuserve America	46
Inthera Ltd.	60
Intrinseque Health	66
ISS	42
Jeiven	61
Korio	12
Loftware	13
Marken	26
McKesson	64
Medidata Solutions Inc	36
Midwinter Solutions	75
Myonex	1
NewLife Medicals (USA), Inc	53
Novitan	43
Novus Clinical Ltd	33
N-SIDE	49
Orifarm	23
Oximio	14
Parexel	67
PCI	20
Peli BioThermal	50
Perceptive eClinical	34

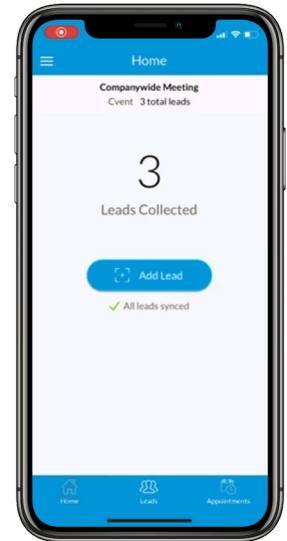
Company Name	Tabletop #
Poxy Clinical	4
Prevail InfoWorks	56
QuickSTAT	3
RxE2	58
RxSource	78
SANACLIS	74
Septa Pharma Inc.	48
Shengsheng International	6
Signant Health	72
SimpliCT	19
Specialty Pharmasource LLC	45
SupplyRx, Inc.	25
Sutphin Drugs Inc	15
Suvoda	62
Taikun Pharma Service	55
Tanner Pharma	51
TecEx Medical /VAT IT	18
Tenthpin	2
Thermo Fisher Scientific	52
Trialzen	24
Uniphar	69
Veeva Systems	59
World Courier	76
Xerimis	77
Yourway	32
ZS Associates	38





LEAD CAPTURE APP

- GCSG is offering Exhibitors the option to purchase our LeadCapture App, which can be used to scan potential leads during the event
- You can procure a license in the registration system by managing your registration and entering the sponsorship/tabletop confirmation #
 - The LeadCapture licenses are on the same page as the sponsorships; scroll down to find the option to procure them
- Each license gives ONE person the ability to scan leads during the event. The pricing for licenses is as follows:
 - Individual license = \$249
 - Additional licenses for same company = \$199 each
- Once purchased, an email with instructions, helpful links for setting up the app and a license key to access the app will be sent; the license key cannot be shared between attendees
 - **Attendees must be registered for the event before being assigned a license!**
- Purchasing the app will give you the ability to scan QR codes printed on each registrant's badge
- Information provided will include:
 - First Name, Last Name, Job Title, Company and e-mail address
- If a registrant is not wearing their badge, you can add their information manually by tapping 'Add Lead.'
- You will be able to Qualify Leads by answering additional questions (if you wish) such as budget, timeframe for purchasing a solution, etc.
- At the end of the conference, you will be able to export the collected leads in a tidy Excel file for follow-up



VENDOR RAFFLES

- GCSG will host raffles with prizes awarded to attendees who scan QR codes provided to each exhibitor
- Exhibitors **may** also participate in a separate vendor raffle by donating a prize; donating exhibitors can choose one of the following options to select a winner:
 - Request that GCSG select a winner from the attendee QR code scans, or
 - Provide the name of a winner directly to the GCSG vendor team
- Prize collection and recognition
 - Exhibitors participating in the vendor raffle should **submit** their donated item (e.g., gift card, wine, AirPods, iPad) to GCSG on Wednesday morning, prior to the raffle
 - Raffle drawings will take place during Wednesday morning and afternoon plenary sessions
 - The donating company's name will be announced when the prize is awarded
- Exhibitors are free to conduct their own prize draw at their tabletop exhibit



SOCIAL MEDIA

- In an effort to support the growth and awareness of GCSG and the value it brings to our industry, we encourage exhibitors to share posts on LinkedIn and similar mediums prior to, during and after the conference.
- Please use the following hashtags: **#GCSG26** when posting on social media
- Additional information and updates can be found on the GCSG LinkedIn Page: <https://www.linkedin.com/company/mygcsg/>
- Conference logo banners are available for your use in email signatures or on your company website, LinkedIn or other social media platforms ([Download now!](#))





SHIPPING MATERIALS TO AND FROM CONFERENCE VENUE

Neither the resort nor GCSG will accept responsibility for your material shipments

RECOMMENDED OPTION - DRAYAGE

- GCSG is partnering with SITE Event Logistics to support exhibitor shipments.
 - SITE Event Logistics will ensure your shipment arrives on time.
 - Packages will be delivered directly to the hotel on **Sunday** and placed **at your tabletop**.
 - This is the **easiest and most reliable option** for Sunday setup.
- **Contact:**
Dean Haddow – dean@siteeventlogistics.com
+44 7596 288 989
- *Note: SITE Event Logistics is a recommended supplier and is not affiliated with GCSG.*

ALTERNATIVE OPTION - FEDEX

- The FedEx Office onsite is **CLOSED ON SUNDAY**.
 - Packages must be picked up Saturday or wait until Monday.
 - Ship using your own FedEx account and coordinate directly with FedEx.
 - You are responsible for instructing FedEx to deliver the package(s) to your tabletop or room.
- Important Notes:**
- The resort will **not** notify the shipper when packages arrive.
 - The resort will only accept prepaid shipments.



Please note this is different from previous years!



RECOMMENDED: DRAYAGE THROUGH

Available Shipping Services

- **Option 1** – Door-to-Stand All-Inclusive Service:
SITE collect your materials from your premises and deliver them directly to your stand — hassle-free and fully managed.
- **Option 2** – Courier Shipments via Advance Warehouse:
Send your materials to our advance warehouse prior to the event. SITE will ensure they are safely delivered to your booth in time for setup.

Key Shipping Deadlines

To ensure timely delivery, all shipments must arrive at SITE's advance warehouse before 22nd April (customs cleared).
Please consider the transit time & customs formalities when planning your shipments

- If you are choosing the door-to-door option, please follow the below guidelines:
 - EU Collections, UK, and ROW: **6th April**
 - USA: **13th April**

Important Customs Note

- Please be aware that the venue cannot act as the Importer of Record. For accurate import guidance and to obtain the correct shipping address, contact SITE as early as possible.

SITE's Recommendations

- Send your materials to SITE's advance warehouse

[Download SITE Instructions HERE](#)

2026 US Conference Shipping Information & Labels
(Site Logistics - drayage)

FedEx will NOT be open on Sunday, April 26th!

This year, the conference hotel has very different requirements for receiving materials for the US Conference. Please review the attached information to learn more about an alternative method of shipping to the hotel that will guarantee you receive your materials in a timely manner at the start of the conference.

GCSG will not be able to assist you in accessing your tabletop exhibit on Sunday if you ship directly to the hotel.

[DOWNLOAD DRAYAGE SHIPPING INFORMATION & LABEL TEMPLATES](#)



Sign up to the SITE Portal with access code [3346](#)



ALTERNATIVE: SHIPMENT DIRECTLY TO/FROM THE VENUE

Preparing Your Shipment

FedEx Office is committed to providing you with an outstanding experience during your stay. All guest and event packages being shipped to the property must follow the address label standards (illustrated below) to prevent package routing delays. Please schedule your shipment(s) to arrive four days prior to the event start date to avoid additional storage fees. Use the name of the recipient who will be on-site to receive and sign for the package(s). Please do not address shipments using property employee names unless the items are specifically for their use (e.g., hotel specifications, rooming lists or signed documents); this includes arranging for deliveries to all areas on the property.

If a package has not been picked up by the recipient and no contact information is provided, the package will be returned to the sender, who will be responsible for all additional shipping fees. For more information on package retention, the Return to Sender process, or to schedule package deliveries, please contact the FedEx Office business center at **619.542.0198**. Package deliveries should only be scheduled after the recipient has completed the check-in process.

Package Labeling Standards and FedEx Office Contact

(Guest Name) (Guest Cell Number)
c/o FedEx Office at Sheraton San Diego Resort
1380 Harbor Island Drive
San Diego, CA 92101
(Convention / Conference / Group / Event Name)

Box ____ of ____

FedEx Office Business Center
Sheraton San Diego Resort
1380 Harbor Island Drive
San Diego, CA 92101
Phone: 619.542.0198
Fax: 619.542.0506
Email: usa2011@fedex.com

Operating Hours
Mon.–Fri.: 7:00 a.m. - 5:00 p.m.
Saturday: 8:00 a.m. - 4:00 p.m.
Sunday: Closed

Shipments With Special Requirements

Meeting and event planners, exhibitors and attendees are encouraged to contact FedEx Office with any specific questions in advance of shipping their items. If you have any special needs (e.g., refrigeration requirements, after-hours delivery requests or changes to your meeting dates or rooms), please work directly with your Event Manager, who will communicate these needs to FedEx Office in advance of your event.

On-Site Package Delivery

In most cases, FedEx Office will complete delivery or pickup of packages within the conference and meeting rooms, lobby area and guest suites, but please consult with a FedEx Office team member for specific delivery limitations that may exist. In cases where a drayage company or a meeting decorator is used, FedEx Office team members will work closely with those vendors for proper package routing and release items directly to those vendors if they are on the property when the shipments arrive. Any decorator or drayage packages requiring overnight storage by FedEx Office will be assessed a handling fee. If your meeting/event is being handled by a drayage company or decorator, please ensure your shipments are being sent directly to the drayage company's or decorator's specified address. Items that require extra handling, such as pallet/crate breakdown or build up, multiple pickup or delivery points, or collecting or disposing of packaging materials, will be assessed an additional fee of \$70.00 per hour with a minimum of \$35.00 for 30 minutes. This fee will be assessed for each FedEx Office team member dedicated to perform these additional services. Please note that FedEx Office team members cannot lend out any moving equipment, which includes pallet jacks, dollies and flatbed carts.

Package Delivery to Guest Suites/Meeting Rooms

In most cases, FedEx Office will complete delivery or pickup of packages to guest suites, but please consult with a FedEx Office team member for any specific delivery limitations that may exist. FedEx Office is not authorized to leave packages unattended in guest suites and/or meeting rooms. A guest with authorization to sign for the delivery and approve any charges for handling and delivery fees must be present in guest rooms and/or meeting rooms.

Upon Your Arrival

Packages will be available for pickup at the FedEx Office business center; a handling fee will apply. Packages, pallets, crates, display cases and other heavier items may be scheduled for delivery by contacting our staff at **619.542.0198**; a delivery fee will apply. Package deliveries should only be scheduled after the recipient has completed the check-in process. In order to maintain the proper chain of custody, FedEx Office requires the package recipient's signature before a package can be released from FedEx Office. Release signatures are captured at the time of package pickup or package delivery to the recipient.

Upon Your Departure

FedEx Office offers pack and ship services and packaging supplies, such as boxes, tape, etc., which are also available for purchase at the FedEx Office business center. All outbound packages must have a completed carrier airbill affixed to each package. FedEx Express' shipping boxes and airbill forms are available and are complimentary. Outbound packages and freight to be picked up by a third-party courier should be coordinated directly with those vendors, and communication should be sent to FedEx Office indicating when those items will be picked up. FedEx Office will not make arrangements for freight or third-party courier transportation and/or pickup. Outbound handling fees will be applied to all packages and freight, regardless of carrier, in addition to shipping/transportation fees.

Package Handling And Storage Fees

Package weight	Package pickup or dropoff by guest	Package pickup or delivery by FedEx Office
Envelopes up to 1.0 lb.	\$4.00	\$7.00
0.0–1.0 lb.	\$4.00	\$7.00
1.1–10.0 lbs.	\$10.00	\$15.00
10.1–20.0 lbs.	\$15.00	\$20.00
20.1–30.0 lbs.	\$25.00	\$30.00
30.1–40.0 lbs.	\$30.00	\$36.00
40.1–50.0 lbs.	\$35.00	\$42.00
50.1–60.0 lbs.	\$40.00	\$48.00
60.1–150.0 lbs.	\$55.00	\$66.00
Pallets & crates*	–	\$150.00 or \$0.80/lb. > 187 lbs.

Package weights will be rounded up to the nearest pound.
*For inbound/outbound pallets or crates, the receiving and delivery charges are consolidated into a single fee of \$150.00 or \$0.80/lb. > 187 lbs., which is applied to each pallet/crate handled.

Package weight	Storage fee after 5 days
Envelopes up to 1.0 lb.	No charge
0.0–10.0 lbs.	\$5.00
10.1–30.0 lbs.	\$10.00
30.1–60.0 lbs.	\$15.00
60.1–150.0 lbs.	\$25.00
Pallets & crates	\$50.00
Over 6.5' in size	\$25.00

A one-time package storage fee will apply to each package received and stored for more than five (5) calendar days. Items measuring over 6.5 feet in size are considered oversize and will be assessed an additional oversize fee if stored for more than five (5) calendar days.

Additional Services

Items that require extra handling, such as pallet/crate breakdown or build up, multiple pickup or delivery points, or collecting and disposing of packaging materials, will be assessed an additional fee of \$70.00 per hour with a minimum of \$35.00 for 30 minutes. This fee will be assessed for each FedEx Office team member dedicated to perform these additional services. Please note that FedEx Office team members cannot lend out any moving equipment, which includes pallet jacks, dollies, and flatbed carts.

Terms and Conditions

Receiving, delivery and storage charges are payable at the time of delivery. Recipient may be required to present government-issued photo identification and sign for delivery. Shipper must comply with all applicable local, state and federal laws, including those governing packing, marking, labeling and shipping. OBTAIN FIRE, CASUALTY AND ALL OTHER INSURANCE ON PACKAGE CONTENTS PRIOR TO SHIPPING. Neither the Property nor FedEx Office and Print Services, Inc. provide such insurance. Neither the Property nor FedEx Office and Print Services, Inc. nor the employees, agents or contractors of either firm will be liable for any damages, whether direct or indirect damages, relating to or arising out of any loss or damage to any package or its contents, unless a package is lost after receipt on the Property, in which case such liability shall be limited to the lesser of \$100 or the liability of the carrier indicated above. By sending your package to the Property, you agree to be bound by any additional terms and conditions that the Property or FedEx Office and Print Services, Inc. may establish from time to time for receiving and delivering of packages.



Download FedEx Instructions HERE

2026 US Conference Shipping Information & Labels (FedEx)

FedEx will NOT be open on Sunday April 28th!

If you plan to set up your tabletop exhibit during the regular set up hours on Sunday afternoon, you will need to hand carry or pick up your tabletop from FedEx no later than Saturday afternoon. If you are not planning to use the drayage option for shipping, please carefully review the attached information to familiarize yourself with the FedEx process at this hotel.

GCSG will not be able to assist you in accessing your tabletop exhibit on Sunday if you ship directly to the hotel.

DOWNLOAD FEDEX SHIPPING INSTRUCTIONS & SHIPPING LABELS

The FedEx office is closed on Sunday 26 April



GCSG LABEL ON SHIPMENTS TO THE VENUE

For easy recognition we require all shipments to have a GCSG label in addition to the labels required by SITE and FedEx

RECOMMENDED OPTION - DRAYAGE



GCSG 2026
SAN DIEGO | APRIL 26-29

GCSG 2026 US Conference

Attn:
Company Onsite Contact: _____
Company Name: _____
Company Address: _____

No _____ of _____ pieces
Tabletop #: _____
Sponsorship: _____

ALTERNATIVE OPTION - FEDEX



GCSG 2026
SAN DIEGO | APRIL 26-29

GCSG 2026 US Conference

Send to:
Sheraton San Diego Resort
1380 Harbor Island Drive,
San Diego, California, USA, 92101

Attn:
Company Onsite Contact: _____
Company Name: _____
Company Address: _____

No _____ of _____ pieces
Tabletop #: _____
Sponsorship: _____

Hotel will accept shipments starting April 22nd

NON-RECOMMENDED OPTION

Even if exhibitors /sponsors don't use FedEx directly, all packages will go through FedEx, and FedEx will have to be paid for their services (receiving and handling). If a package is needed on Sunday, contact FedEx to keep the packages separated so that the hotel can access them on Sunday. The hotel would then bill them to their guest room.

The GCSG shipping label can be downloaded from the [Resources](#) page

