

Join us for Our Social Event of the Year!
ISPE Los Angeles Chapter
30th Annual
Vendor Night Innovation Showcase
Thursday, May 23, 2024

80+ Exhibitors
600+ Attendees

Free To Attend Exhibit Showcase
Free Technical Session
Complimentary Appetizers
Great Networking

2-4PM Technical Session
Exploring Artificial Intelligence In The Life Science Industry

4-8PM Exhibit Show

Onboard The Queen Mary
1126 Queens Highway
Long Beach CA, 90802

THIS YEAR'S THEME
ROARING 20'S
DRESS TO IMPRESS

Register Today:

<https://atdevents.net/event.php?id=604>



ISPE

Greater Los Angeles
Area Chapter



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ISPE Greater Los Angeles Chapter

30th Annual Vendor Night Innovation Showcase

May 23, 2024

Aboard The Queen Mary in Long Beach

SCHEDULE

Noon - 3:30PM	Exhibitor Set Up	Grand Salon
2:00 - 4:00PM	Indoor Technical Session Exploring Artificial Intelligence In The Life Science Industry Free To Attend	Queens Salon
4:00 - 8:00PM	30th Annual Vendor Night Innovation Showcase Indoor Exhibit Show	Free to Attend Must be 21 or older
8:00PM	Show Ends / Exhibitor Tear Down	See you next year!

Thank You ISPE LA Chapter's Annual Sponsors

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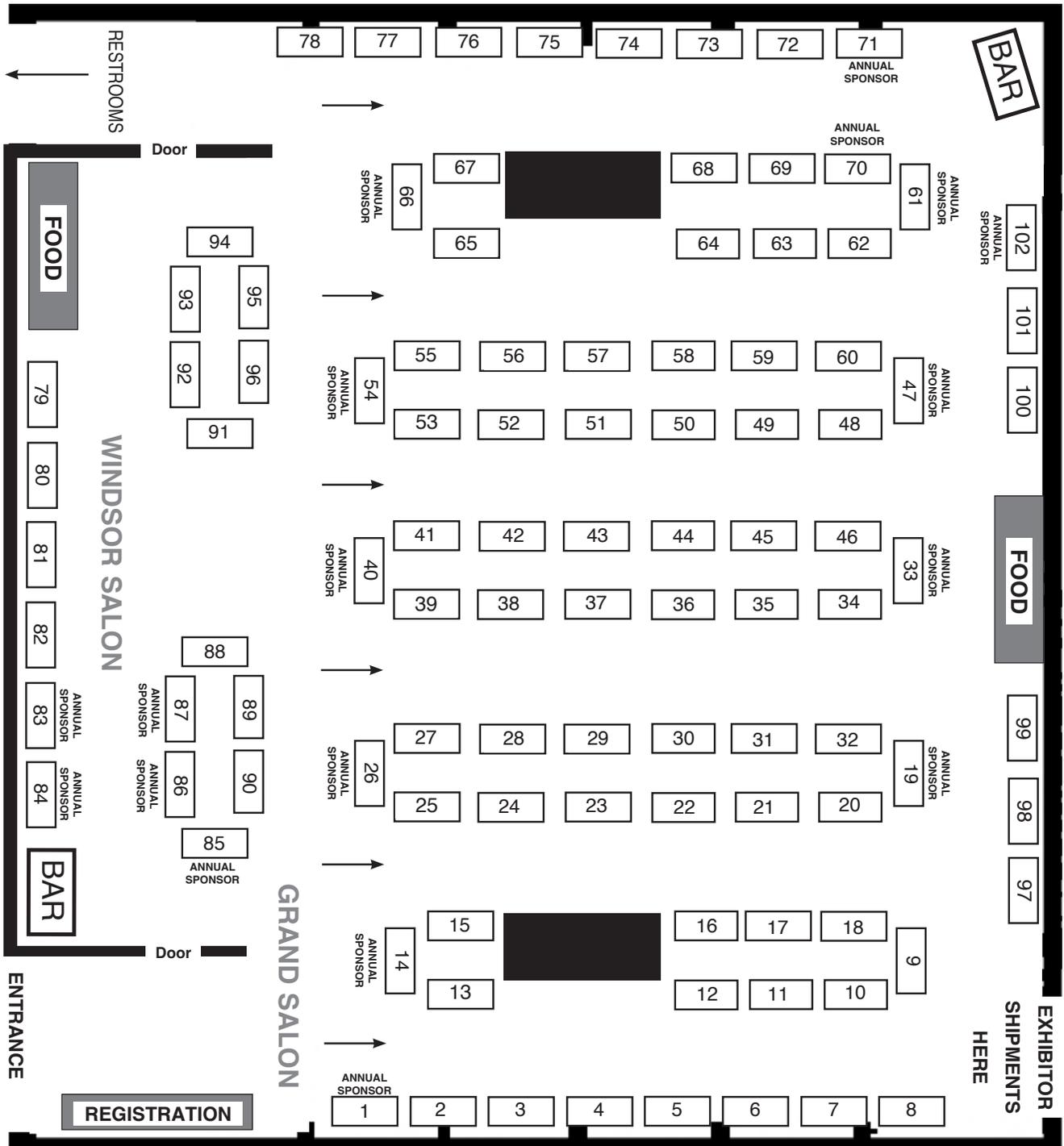
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**ISPE Greater Los Angeles Chapter
30th Annual Vendor Night Innovation Showcase
May 23, 2024
Aboard The Queen Mary in Long Beach**

TABLE DIAGRAM



REGISTRATION INSTRUCTIONS

Register Multiple Attendees with Google Forms: <https://forms.gle/GMr8nAuKZR4K7tZp8>

Exhibit Table and Attendee Registration: <https://atdevents.net/event.php?id=604>

Sign In with your User ID and password. Click on the event of interest, then select a registration button. Complete the registration form, select "Continue". **Now you are officially registered.** Follow instructions below for payment options.

ISPE Members:

To verify your ISPE Membership status, sign in using your ISPE Member as your User ID.

Non Members:

Sign in and register. If this is your first registration on this site, "Create a new Account" by using only letters (no numbers or special characters) for your User ID.

To Select a Table for Vendor Night: \$2,000 Fee Per Exhibit Table

Select Exhibitor Table Registration purchase option. On the next page there is a pull down box showing you the available tables. Select your table number from the pull down box. (Only the available tables are shown, if a table number is not listed, it's already been reserved by another company.) After selecting your table, scroll down to payment pay.

Credit Card Payments:

Please follow the steps above to register online then "Click here to pay for registration" which will bring you to our secure merchant account site (a PayPal company). Enter credit card information then "Continue". Add your security code and email address for an immediate email receipt. (The other fields on this page do not need to be completed.) Your payment is connected to your profile on the event registration site. Click "I Authorize this transaction" then confirm "Submit Transaction For Processing". The charge is finalized when you see "Your transaction was approved!" Take a screenshot for your records. An immediate receipt will be sent to the email address provided during payment.

To verify registration, payment status or to pay for an event after registering:

Sign in then select "Edit Account/Modify/Pay registrations" on the top right side. *On this page you can update your contact information.* Continue by selecting "Click here to view/pay registrations". You will see a list of registrations and payments. To pay for an unpaid item, click "Pay Now". The charge is finalized when you see "Your transaction was approved!". Take a screenshot for your records. An immediate receipt will be sent to the email address provided during payment.

Instructions for ISPE Members Including New and Renewing Members and Members of Other ISPE Chapters:

If you are an ISPE Member in California, **please do not set up a new account.** You will be added to or updated in our system within a few days of joining ISPE or renewing your Membership. When you are added to our site the first time, you will receive a welcome email with your sign in credentials (including a password automatically set by the site).

To be recognized as an ISPE Member, sign in using your ISPE Member number for your User ID.

Then enter the password you created or the password assigned by our site (see welcome email for details).

To update your account with your current ISPE Membership information, forward your ISPE Membership confirmation email or your ISPE Membership card to us. Your ISPE Membership card can be found on the ISPE website (). Sign in then click "Welcome" on the top right side, then "My Account". Click on "Print Your Membership Card" located on the left side toward the bottom. Take a screenshot or make a pdf of your card, then email it to ksyre@cox.net

We request the following information: First and Last Name, Company Name, Email Address, Cell Number, Chapter Affiliation, ISPE Member Number, Join Date if available and Expiration Date.

Welcome Email or Password Reset Email Not Received:

Please check your spam folder for the welcome email or your password reset request email.

Details To Pay By ACH or Wire Transfer Help the ISPE LA Chapter Avoid Credit Card Fees

Account Name:	Greater Los Angeles Chapter of ISPE
JPMorgan Chase Bank Account Number:	000000305708189
ACH Direct Deposit: Routing Number:	322271627
Wire Transfer Routing Number:	021000021

Text Kimberly Syre for assistance (949-285-3848)

**ISPE Los Angeles Chapter, 5319 University Dr., Suite 641, Irvine, CA 92612
Tel: 949-387-9046 ISPE LA Federal Tax ID #95-4452996**



ISPE | Greater Los Angeles
Area Chapter

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EXHIBITOR INFORMATION

Cost for Exhibit Table: \$2,000

Table Size is 6' long by 2.5' wide

Set Up Time is Noon - 3:30 pm

ISPE Table Top Rules: Each exhibitor will be given a 6' x 2.5' table. These are tables, not booths. Bring your own table cover (some table covers will be available for those who do not bring one). All materials need to be on the table, however tall signs can be on the floor. Operating machinery is not allowed. TVs and laptops are allowed. Chairs will be available.

Venue/Shipping Information: The Queen Mary, 1126 Queens Highway, Long Beach, CA 90802 (562-435-3511)

Due to very limited storage space at the venue, it is requested that you plan to bring all materials with you the day of the event. If that is not possible, please ship your materials (no more than two days prior to the event). Packages should be shipped directly to The Queen Mary at the address above. CLEARLY label all parcels with the following information: HOLD FOR ARRIVAL: ISPE Vendor Night, May 23, 2024 [Your Name]; [Company]

Outbound Shipping: Pack completed shipping forms with your account number and return address (i.e. Federal Express, UPS, Airborne Express) with your display. Contact your carrier to arrange for pick up on May 24.

Submit Your Company Attendee Names: Attendance is free. We do not limit the number of attendees per company.

Individual Attendee Registration:

<https://atdevents.net/event.php?id=604>

Google Forms for Multiple Attendees (requires Google sign in):

<https://forms.gle/GMr8nAuKZR4K7tZp8>

With Google Forms you can upload an Excel file with your attendee list. File Name Example: ABC Company ISPE LA 2024 Vendor Night. Column names should be in this order: Company; First Name; Last Name; Email Address; Cell Number

Receipts: Receipts are emailed immediately after credit card payments are processed. The subject line is: "Order Confirmation". To receive an emailed receipt, be sure to add your email address when paying online.

Electricity will be given to each table. If more than one outlet is needed, bring a power strip and/or extension cord.

Theme: Roaring 20's is this year's theme. Feel free to get creative with your outfit and decoration of your table.

Hotels: We do not have a sleeping room block. Call Queen Mary at 562-435-3511 or your favorite hotel chain.

Food and Beverage: Exhibitors can have candy at their table, but not any other food or drinks.

Garbage and Trash Removal: Remove all materials and empty cartons from your exhibit area upon conclusion of the event. Do not leave valuables unattended. Neither ISPE nor the venue are responsible for lost, damaged or stolen articles.

Restrictions for Signage and Display Items: Nothing can be affixed to walls, or anything belonging to the venue with nails, push pins, tape, staples, or by any other means. You will be financially responsible for any damage caused.

Attendee List Not Available: Due to strict privacy laws in California, we do not distribute attendee lists.

Help Promote The Event: Please create posts on LinkedIn and share our posts. Event emails can be forwarded to your colleagues at local biotech, pharmaceutical, medical device and related industry firms.