

ENERGY & STORE DEVELOPMENT CONFERENCE

E+Sd 2013

Hilton Baltimore
Baltimore, Maryland
September 8-10, 2013

DEADLINE TO RESERVE A TABLE: AUGUST 1

Manufacturer/Retailer Exchange Sessions

Sunday, September 8 4:30pm – 7:00pm

Monday, September 9 4:30pm – 7:00pm

Guidelines

- All individuals who participate in the Exchange Sessions must be officially registered for the conference. The conference registration form and conference registration fee of the key contact must accompany the table reservation form and \$750 payment. There are no “exhibits only” passes available at the event.
- The manufacturer/retailer exchange is not an exhibition. It is a technical exchange and an opportunity to get to know supermarket operators and answer their questions concerning your company and the development of new equipment, products and services.
- Displays must be limited to promotional material only. Audio, video or electrical equipment is not allowed except a laptop with a self-generating power source - electrical outlets will not be available. Pop-up displays, backdrops and product displays of any kind are not permitted. This policy will be strictly enforced.
- A six-foot table with skirting and standard sign with your company name will be provided by FMI.
- Table space location will be assigned by FMI and vendors will be required to remain in the assigned location. Vendors can begin table set-up at least one hour before each session. More information will be provided to the key contact closer to the conference date. Vendors may be required to remove their materials after each session.
- Vendors must staff their table during the entire duration of the manufacturer/retailer exchange. Early departure is not allowed, nor is the setting up of private dinners with retailers prior to the end of the exchange on either day.
- Please email a description of your company for inclusion in the conference directory. Please include company name, address, website, sales contact information and company description. Description should be no longer than 50 words and should include a brief overview of your company's products and services. Retailers have requested that new products/services be identified in the description. Descriptions should be sent to dstewart@fmi.org by **August 1, 2013**.

Registration forms will be accepted
on a first-paid, first-served basis.

www.fmi.org/events/



THE VOICE OF FOOD RETAIL 

E+sd 2013

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TABLE RESERVATION FORM

DEADLINE TO RESERVE: AUGUST 1

Table forms must be submitted with a conference registration, or be tied to an attendee that is already registered for the conference.
All table information will be communicated to the attendee reserving the table.

REGISTRANT INFORMATION (taken from the individual registration form)

Please provide the conference attendee's information below. This person will not be listed in the M/RE section of the directory unless also listed as the sales contact.

Attendee Name

Direct Phone

Email

COMPANY INFORMATION (this will be published in the conference directory)

Company

Company Phone

Mailing Address

City

State/Province

Zip

Website

SALES CONTACT (this will be published in the conference directory)

Name

Phone Number

Email

COMPANY DESCRIPTION (this will be published in the conference directory, 50 word maximum)

NOTE: Retailers have requested that suppliers focus on new products/services. ____ Email to dstewart@fmi.org by **August 1, 2013**.

PLACEMENT INFORMATION (please list your 3 primary competitors)

1. _____ 2. _____ 3. _____

PROGRAM AD

Manufacturer/Retailer Exchange participants can increase visibility with the industry's leading retailers by purchasing a full page ad (4x9) in the conference directory, which is distributed to each attendee. Please send a high-resolution pdf or eps file to dstewart@fmi.org and \$500 ad fee to FMI by **August 1, 2013**.

PAYMENT INFORMATION

Table reservations will be accepted only if this form is accompanied by the \$750 payment (\$1250 if also purchasing an ad), the key contact's registration form and registration payment. Sorry, we cannot bill. *By purchasing table space you agree to abide by the display guidelines (see reverse).*
Due to fire code regulations, no exceptions can be made. The MRE Guidelines are also available for download on the E+sd meeting page.

Mail to FMI:

FOOD MARKETING INSTITUTE
P.O. Box 758870, Lockbox 758870
Baltimore, MD 21275-8870
Ref#: 3800-004-0256

Fax forms with credit card information to: 202.220.0830

Questions: Contact Debbie Stewart at dstewart@fmi.org or 202.220.0828

☐ Table \$750 ☐ Ad \$500

☐ Enclosed is my check for \$_____ (payable to FMI in USD drawn on a U.S. bank) Ref. #: 3800-004-0256

If paying by credit card, fax this form with credit card information to **202.220.0830**.

☐ Please charge \$_____ to my: ☐ AMEX ☐ MasterCard ☐ VISA

NOTE: Space is limited and table reservations will be made on a first-paid, first-served basis. Refunds will be provided if a table is unavailable. Please note, all table information will be communicated to the attendee registering for the table.

CHECKLIST

Have you completed everything?:

- ☐ Sent Registration Form
- ☐ Submitted Table Form
- ☐ Emailed Company Description
- ☐ Included Payment
- ☐ Made Hotel Reservations

ACCOUNT NUMBER

EXPIRATION DATE

CARDHOLDER NAME (please print)

CARDHOLDER SIGNATURE (Required for all credit card payments)

