GDC

SPONSORED SESSION

If you have a Sponsored Session at GDC this year, the following information and deadlines pertain to you:

INCLUDED DELIVERABLES:
- Room set theater style
- Mobile session evaluation form during session to be run by Show Management (Results will be provided by Show Management approx. 2 weeks post-show)
- (2) Conference Associates (CAs) to scan badges at the door
- **Standard conference A/V set** is provided which includes: (1) screen, (2) wireless microphones, (1) podium mic, (1) aisle mic, and (1) LCD projector

RECORDING:
- **February 21:** If you would like to record your program, the following two options are due by this date:
    1. Purchase a Vault recording package (if you haven't already).
    2. If you prefer to hire your own film crew, you *must* hire a union shadow by this date
- Recording your session(s) is not permitted without authorization. We must adhere to strict union labor rules at the Moscone center. Unauthorized recording will be stopped immediately.

INTERNET:
- Please note - internet is **not included** in your package. We recommend you do NOT rely on the onsite Wi-Fi for your presentations. The best option is to embed pre-recorded videos into presentations and play them during the presentation.
- **March 2:** If you would like to order internet you will need to order directly through The Moscone Center by this date: https://www.moscone.com/mtgplanners/facsvcs/internet.shtml If you have any questions, contact Mike Montes with The Moscone center at MMontes@moscone.com.

SPEAKERS:
- All sponsored session speakers will be registered for an Expo Plus Pass to gain access to the full Sponsored Session.
- Speakers must arrive at least 15 minutes prior to the session start time to allow time for A/V staff to mic them.
- Your session must end by the slated end time of your session. All materials, attendees, etc. must vacate the room to allow for the next session. No exceptions can be accommodated.
- All speakers/presenters must bring their own laptop(s) and dongle(s). We do not pre-load presentations or provide laptops. You will need to bring your own laptop and the A/V tech will assist with setup.

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ON-SITE:
- If you bring pop-up banners or signage with you on-site, <u>they are NOT allowed outside of the session room</u> (ie. in the hallway, outside of the session room doors, etc.). They are allowed only within the session room. Show management will remove pop-up banners or signage of any kind if they are placed outside of these parameters.

CONTACT INFO:
- Contact elizabeth.frias@informa.com for general questions regarding your session.