



isaac knapp  
district dental society

## ALL DAY MEETING – APRIL 30, 2021

**Grand Wayne Center** (120 W Jefferson Blvd, Fort Wayne)

### VENDOR – BOOTH INFORMATION

All Day Meeting Vendor

Thank you for being a part of our 2021 All Day Meeting! We are honored that you decided to spend time with us and enrich our day with your presence! We have a full day planned for attendees and interacting with YOU is a big part of the day!

#### About your booth space:

- Each booth space is 10X10 and includes an 8' skirted table with two chairs. If you reserved 2 booth spaces, they will be side-by-side.
- Up to 2 boxed lunches (unless otherwise specified) will be provided with any additional requests given on your registration.
- Black pipe and draping will separate booths. You are welcome to bring signs/banners, etc as long as it fits in the space allocated. Each space will be marked with a small sign with your company name and booth space #.
- Event agenda, booth assignments and map will be distributed one week prior to the event. We will have volunteers on hand during set up time to direct you to your space.
- **Event attendees arrive at 7:30 am and leave by 4:00 pm on Friday, April 30, 2021**

#### Important Dates, Times, and Parking:

- **Booth Setup Times:**
  - Thursday, April 29, 2021 from 4:00 - 7:00 pm
  - Friday, April 30, 2021 at 7:00 – 7:30 am (If you need earlier, please contact me)
- **Parking/Unloading Docks:**
  - Use the Webster Street Dock for any load in/out needs. The Grand Wayne Center will have flatbed dollies at that dock that you may use
  - Please refer [here for a list of available downtown parking options](#).

#### Hotel Block Information:

- A block of rooms has been held at the Hilton Fort Wayne at the Grand Wayne Convention Center for a discounted price.
  - A direct booking link with discount rate will be sent out as soon as it becomes available.
  - You can also enter the group code IKD or mention Isaack Knapp District Dental if calling

#### Registration Information:

- We will send out booth space information 2 weeks prior to the event. Please review company name and representative information. Contact Jamee ASAP for any changes or corrections.



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If you are bringing an item for the drawing, please let us know and we will split the drawing giveaways this year. We will give some away right before lunch and then also at the end of the day. Please indicate if you would like your prize given away before lunch or at the end of the event.

Please reach out to Dr. Ben Clinkenbeard or myself for any questions. We are looking forward to having you as a part of our event!

Phone number to use to reach Jamee on the day of the event: 260-312-2536.

Jamee Lock | Executive Director

[jlock@ikdds.org](mailto:jlock@ikdds.org)

**\*SPECIAL VENDOR OFFER\* - ORDER YOUR OWN COPY OF THE IKDDS MEMBER DIRECTORY.**

**IKDDS Member Directory - \$15**

Order online by April 1, 2021:

<https://form.jotform.com/200495737866165>