

12TH ANNUAL
BIOFLORIDA

Celebration of
Biotechnology



FAQS

THURSDAY MAY 7, 2015 • 9:30 AM – 1:00 PM
RTI SURGICAL, PROGRESS PARK • ALACHUA, FL



We want to ensure this vendor show and experience is a valuable business opportunity for your company. This document will provide you with all of the necessary information to prepare for the show.

I have already signed up to become a Sponsor and/or Vendor for this year's Celebration but have not yet received an invoice or receipt for payment. How can I obtain that?

Please email admin@bioflorida.com to ensure that your Sponsorship Commitment Form has been received. We will process payment and email you a receipt.

**Where and when is the Celebration being held?
Is it the same location and time as last year?**

The Celebration is at the same location as last year at RTI Surgical in Progress Park. The address is: 11601 Research Circle, Alachua, FL 32615. The 2015 Celebration will be held from 9:30 am - 1:00 pm.

Will I receive a Table and/or Booth Number?

Table and/or Booth numbers (i.e., space assignments) are assigned by the event organizers and are given to each vendor upon arrival to the Celebration. When you arrive, please go to the Vendor Check-In Booth to get your table assignment and lunch vouchers. Top sponsors will receive first choice of table locations. Every effort is made to encourage traffic flow past all tables.

**I need electricity for my Table and/or Booth.
How do I sign up for electricity, and does it cost extra?**

Electricity is available on a limited basis for \$50 and must be requested by April 30th. If you have not already indicated on your Sponsorship Commitment Form that you require electricity, please email Patti Breedlove at pbreedlove@sidmartinbio.org. When emailing your request, please use the following subject line: Electricity Requested – 2015 Celebration.

What are the directions to Progress Park and where should I park?

All Celebration vendors and attendees should park in the designated grass lot across from RTI. Directions to Progress Park can be found at www.sidmartinbio.org/find-us.

What time can I start setting up my vendor table and when can I start to pack up?

Vendors can start setting up their Table and/or Booth at 8:00 am the day of the event (Thursday, May 7th). All Tables and/or Booths must be set up by 9:15 am. Tear down should start at 1:00 pm and must be completed by 2:00 pm. Please do not break down your Table and/or Booth before 1:00 pm when the Celebration is officially over!

I'd like to ship materials directly to the Celebration site.

What is the shipping address?

Please follow the steps below to ship materials to the event:

1. Clearly label your materials with the text "Celebration of Biotech Event" and ship them to:

Attn: Andrew Campbell
UFCD, University of Florida
2046 NE Waldo Road, Suite 1150
Gainesville, FL 32609
Phone: (352) 294-0847

Clearly mark all packages
"Celebration of Biotech Event"

2. Ship materials so that they do not arrive prior to April 30. Limited space is available to store materials so any materials received before April 30 will be refused.
3. After shipping your materials, email acampbell@dce.ufl.edu with a list of how many items shipped and their estimated size.
4. When you arrive at the event for set up, please visit the Vendor Check-In Booth to pick up your shipped materials.

What is the dress for this show?

Dress is business casual, as the event will be primarily outside under tents and quite warm during this time of the year. Some will wear business suits and jackets but most participants wear something comfortable. A business shirt and slacks is acceptable!

How do I obtain my lunch vouchers as a Sponsor and/or Vendor?

You will receive a welcome packet with your lunch vouchers when you arrive at the Vendor Check-In Booth. You may use these to purchase food and beverages with the food vendors. Free Water will be available for all vendors and attendees.

Where can I access a map to Progress Park?

A map of Progress Park can be found by visiting the Progress Park website at: www.progressparkfl.com.

I need to stay overnight. Do you have a list of local hotels?

Gainesville is approximately 15 miles away from Alachua. Mention Progress Park to receive discounted rates. Rates do not include taxes. All listed hotels offer free wireless Internet.

Baymont Inn & Suites | (352) 332-8292

\$65 (exterior room)/\$75 (interior room);
complimentary breakfast

Best Western Gateway Grand | (352) 331-3336

\$89 (standard room); *complimentary continental breakfast*

Comfort Inn University | (352) 264-1771

\$80; *complimentary hot breakfast*

Country Inn and Suites | (352) 375-1550 x422

\$92 (standard room); *complimentary hot breakfast buffet*

Courtyard by Marriott | (352) 335-9100

\$115

Hilton UF Conference Center Gainesville | (352) 371-3600

\$142

Quality Inn Alachua | (386) 462-2244

\$75; *complimentary continental breakfast*

Residence Inn by Marriott | (352) 264-0000

\$121 (studio)/\$131 (1-bedroom);
complimentary hot breakfast buffet

**SpringHill Suites by Marriott Gainesville | (352) 376-8873
x523 or x505**

\$109; *complimentary hot breakfast buffet*

TownePlace Suites by Marriott | (352) 415-1111

Brand new – opened February 2015

\$99 (studio suite); *complimentary continental breakfast*

Additional questions?



BioFlorida, Inc.
561-653-3839
admin@bioflorida.com



Co-Chairs:

Patti Breedlove

pbreedlove@sidmartinbio.org
(386) 462-0880

UF Sid Martin Biotechnology
Incubator

Jenny Highlander

jhighlander@rtix.com
(386) 418-8888

RTI Surgical