



LPRC  
LOSS PREVENTION RESEARCH COUNCIL

# IMPACT

2019

## SOLUTION PARTNER INFORMATION

Thank you for participating in this year's IMPACT conference and Solution Center Experience.

The IMPACT planning committee has outlined the solution partner process to facilitate more retailer-solution partner interface. IMPACT is not a typical conference exhibit hall -- we promote an environment based on research, learning, and networking instead of a traditional sales model.

Here is this year's format, instructions, and guidelines.



## GETTING STARTED:

**Register** - [Click here](#) to register your team. To check if you have already registered, see attached. Please note you cannot register multiple people under one email -- registrants' email must match your corporate email, and registrants must register one at a time.

Solution Partner (SP) will only demonstrate to attendees from tables during designated Solution Center times (subject to change):

- Tuesday, Oct 1 from 10:45am – 12:30pm and 4:45pm – 6:00pm
- Wednesday, Oct 2 from 10:00am – 10:45am

## SHIPPING:

**The University does not have shipping/receiving; you SHOULD NOT ship directly to the conference site.**

1. Send your packages ahead of time to your hotel (please confirm with them). You will be responsible for loading/unloading and setting up your display/table.
2. Ship to **UF Mover Guys** offsite storage facility located at - 2331 NW 13th St. Gainesville FL, 32609. Offsite storage is available Sept 9 – Oct 7. Deliveries are accepted Monday – Friday 8am – 5pm.

- You must complete the following shipping/receiving form and send to Amy Shewmaker: [amy@lpresearch.org](mailto:amy@lpresearch.org)
- Your shipment must arrive at the offsite storage by Friday, Sept 27<sup>th</sup>
- Your shipment will be moved to the conference site morning of Sunday Sept 29 and stored in the Rion Ballroom until you arrive for set up
- Please label all your packages with LPRC IMPACT, company name, and table number

### Return Shipping Options:

1. You may personally take your items to the local UPS Store or FedEx a few miles from campus
2. Have the UF Mover Guys take your packages to FedEx or UPS
  - **You must preprint ups/FedEx labels BEFORE arriving at the University and adhere them to your packages during Wednesday break down**
  - The UFMG team will pick your boxes up from conference site on Wednesday, Oct 2 at 3pm and drop off to the appropriate carrier Thursday, Oct 3 for return. Regular and Freight shipping both permitted.

## TABLE SET UP/BREAK DOWN:

**Location - University of Florida - Reitz Union Rion Ballroom 3<sup>rd</sup> Floor**

Two committee members will be on site during set up/break down to direct your team and answer any questions: David Magersupp (678)-215-6125 and Mike Gulli (518)-376-3461.

**Set up hours: Sun Sept 29, Noon – 5pm and Mon Sept 30, Noon – 5pm.** (We recommend setting up on Sunday to avoid Monday university traffic.)

**If you are driving your table materials to the University:** Continue past the UF Visitor Parking Garage to access the circle drive for loading/unloading. Take elevators to the 3rd floor to Rion Ballroom. Print your parking pass ahead of time to display in car while setting up for Monday. Sunday parking permit not required.

### Set up requirements/resources:

- The Reitz Union has a few hand trucks and carts available for moving equipment; Please check with RU Hotel desk upon arrival, located as you walk in from the circle drive.
- SP will provide all needed resources; power/extension cords. **The University does not have cables, zip ties, tape, etc. for use. You may be instructed to visit the local DIY store to purchase.**
- To rent monitors, TVs, TV stands, etc. Please contact our third-party AV specialist **BEFORE SEPT 9** – Elaine Brevoort [embrevoort@aol.com](mailto:embrevoort@aol.com) (352)-354-0296.
- SP agrees to the University of Florida's [terms and conditions](#)
- SP set up area is comparable to a 10x10 space. Back drops and pop up banners are welcome, anything larger than a 10x10 is not permitted. Two chairs will be provided at each table.
- Table dimensions: 6' x 30" and is 36" tall. Table skirts will be provided; however, you're welcome to use your own.
- Passenger Elevator: 3'5" w x 6'6" d. If your equipment will not fit in a standard elevator contact Jessi for special arrangements.

### Take down hours: Wed Oct 2, 1:15pm – 3pm.

- SP will bring all needed packing tape, labels, scissors, or other materials to pack and ship boxes.
- SP will need to print all shipping labels prior to arriving on site and label each box with LPRC IMPACT, company name. **THERE IS NO PRINTING OR SHIPPING/RECEIVING STATION ON SITE.**

## RESEARCH POSTER PRESENTATION:

This year at IMPACT, solution partners who have recently funded an LPRC Research Project will be showcasing a poster next to their table which is being created by our Research Team Lead, Kenna Carlsen. [kenna@lpresearch.org](mailto:kenna@lpresearch.org).

- If you haven't registered and/or selected a table in the [Solution Center](#), please do so before participating
- Participation in this poster session is free with your table
- Each poster will follow a specific format, contact [kenna@lpresearch.org](mailto:kenna@lpresearch.org) for more info
- Posters are not required

## GAMIFICATION RULES AND GUIDELINES:

This year, attendees will utilize a mobile app to receive conference info (logistics, agenda, etc.) and participate in the Mad Scientist gamification similar to years before. Conference gamification challenges are designed to increase attendee participation and traffic/flow during the Solution Center Experience, breaks, and lunch and learns.

**All SPs are required to participate in the conference gamification and will be provided a code specific to their table upon arrival for table set up.** SPs will give this code to any attendee visiting their table, which will count towards points in the conference gamification.

To further drive interaction at your table, the conference committee will permit SPs to host their own raffle at their table. (This will be separate from the Mad Scientist gamification and voluntary).

## RESEARCH LAB TECHNOLOGY:

Our team is developing specific tracks that will give the LPRC Research Lab a more cohesive feel. **Solution Partners currently exhibiting technology or solutions in the lab must make any changes and/or updates by Friday, Sept 20.** For more information and schedule a refresh, please contact our project coordinator, Natanya Cruz: [natanya@lpresearch.org](mailto:natanya@lpresearch.org) or (352)-339-6219.

We look forward to seeing you at IMPACT 2019!

# LPRC IMPACT SHIPPING/RECEIVING FORM

MEMBER INFORMATION		
COMPANY NAME:		
TABLE NUMBER:		
COMPANY ADDRESS:		
CONTACT NAME:		
CONTACT NUMBER:		
CONTACT EMAIL:		
DELIVERY INFORMATION		
DELIVERY ADDRESS:	UF MOVER GUYS: Brad Stumpff - 2331 NW 13th St. Gainesville FL, 32609 <b>(PLEASE NOTE LPRC, YOUR COMPANY AND YOUR TABLE # ON BOX(S))</b>	
CARRIER NAME:	UPS, Fed Ex, etc.	
TRACKING numbers (optional):		
Will your shipment arrive on a palette?	Yes or No	
PER PACKAGE HANDLING FEES	TOTAL NUMBER OF PKGS SENT:	TOTAL SENT CHARGES:
\$25 – Weight < 20lbs		
\$50 – Weight < 20 – 100lbs		
\$75 – For each 100lbs rounded to the nearest 100lbs.		
PER PACKAGE HANDLING FEES	TOTAL NUMBER OF PKGS RETURNING:	TOTAL RETURN CHARGES:
\$25 – Weight < 20lbs		
\$50 – Weight < 20 – 100lbs		
\$75 – For each 100lbs rounded to the nearest 100lbs.		
<b>TOTAL CHARGES</b>		

**Please complete this form and send to Amy Shewmaker – [amy@lpresearch.org](mailto:amy@lpresearch.org)**