



Illuminate Philadelphia Table Sponsor Guide
Tuesday 10/15/2024

EVENT THEME

Lighting – More Than An Island. Join us on our tropical getaway through clothing, swag, décor, or anything you can creatively come up with! There is a prize for best interpretation of the theme. Please take some time to coordinate with your team and your rep to best represent the theme. If you need any advice, please reach out to the organizers of the event.

EVENT DETAIL FOR EXHIBITORS

Set up: 7:30am – 9:30AM

Doors open at 8:30, first session at 9, please be prepared by at least 10am

Break down: 6:30-7:30pm

Thank you for participating in our 2024 Illuminate Philadelphia Conference. Your participation is helping to drive our organization's impact within the Philadelphia area design community.

Each tradeshow table comes with (1) free full admission ticket which includes access to 4) CEU presentations plus all food and drink.

- Tables will be grouped by agent where appropriate
- Tables are 6' and we are not providing linens
- **Please bring AT LEAST (1) EXTENSION CORD and (2) POWER STRIPS**
- You will receive a copy of the registration list of attendees
- Standing displays/pop up banners may only available in the Premiere area due to space constraints
- Additional booth members **MUST REGISTER ON THE WEBSITE** for an accurate headcount.
 - o Cost to attend is \$0 for non-CEU attendance, \$25/\$30 for CEU attendance based on IES membership
- Breakdown will begin after 6:30pm at the end of the happy hour
 - o Breaking down early will disrupt the event, please do not break up the party early

Parking is available on site at the CIRA Center, located at 2929 N 30th St Station, Philadelphia, PA 19104. Choose Level 3 on the Cira Center elevator and walk towards the sky bridge that connects Cira to 30th St Station. CYTO is located on the right-hand side before the bridge. There will be some room for storing boxes and various articles at CYTO, we do not anticipate running out of storage space but please be prepared to store things in your car during the event.

If entering from the street, proceed to the second floor of the CIRA center. This is not the fastest route, we recommend entering through the Cira Center garage or from 30th St Station through the Sky Bridge (2nd floor). PLEASE DON'T ENTER ON THE GROUND FLOOR.

If you have questions, please call Laura Zimmerman at 609-238-6128 or email lauraz@ses95.com – the venue does not have all of the information about this event.

Additional details about arrivals are below.

EVENT GIVEAWAY

IES PHL Is now accepting Giveaway gifts! We will have a QR code passport game that will function in two parts – first to establish leads for each sponsor and the second to allow for each lead to receive one entry into the giveaway per each scan. We are accepting financial gifts, giftcards, and experiences (Visit to your showroom, Sports Tickets, Concert Tickets etc). Each vendor will receive a list of their scanned leads and the general list of attendees after the event.

SOCIAL MEDIA #ILLPHL

Please use the hashtag #ILLPHL when posting to your social media accounts. IES PHL is looking to collect and share those photos, so please post as much as possible!

Additional Arrival Information:

If coming from Regional Rail: Exit at 30th Street Station and take the crosswalk "Bridge" from 30th Street to Cira Center. Once through doors - proceed straight to the end of the walkway where you will see a Citizens Bank ATM. Make a Left and enter through the double doors at CYTO|PHL

If coming by Car: Enter the garage at 2929 Arch St - Cira Center. Take a Ticket and Park Car. Do Not Enter Your Credit Card*** Once inside the garage take your ticket with you. Take Elevators to the 3rd Floor Bridge. Exit Elevators and make a Left through double doors. Once through the doors, make a Right at Citizens Bank ATM. Enter CYTO|PHL.

If coming by Uber/Lyft: Enter the ground floor at Cira Center. Take Escalators up to Main Floor - ***If you require elevator access, check in at the main desk in the lobby and they will give you a badge and elevator access. Once at the top of Escalator, make a LEFT and proceed straight to the end of the walkway where you will see a Citizens Bank ATM. Make a Left and enter through the double doors at CYTO|PHL

For Parking Validation: You must bring your ticket with you to CYTO|PHL. We will stamp your ticket on the Striped Side. Take a Ticket to the Main Garage and Pay. You will pay \$15.00 for your parking.

*****Again, if you put your credit card in upon arrival, we can not reverse this and you will not receive the discount. The Parking Garage has a clearance of 8'2" at entrance and you must park in the open air lot. When exiting you must bear left at the exit to clear the garage. The covered garage has a 7'2" clearance and can accommodate large 4X4 vehicles**