



**ISPE San Francisco/Bay Area Chapter
30th Annual Vendor Night Exhibit Show
Thursday, March 30, 2023**



Oracle Park

Home of the
San Francisco Giants
24 Willie Mays Plaza
San Francisco, CA 94107

**Join Us For
Our Signature Event**

**OUTDOOR EXHIBIT SHOW
150+ Exhibitors
1000+ Attendees**

**Great Networking
Free To Attend Exhibit Show
FREE PARKING**

Register Today at:
<http://atdevents.net/register.php>

30TH ANNUAL VENDOR NIGHT EXHIBIT SHOW

Thursday, March 30, 2023

Oracle Park (formerly AT&T Park)
24 Willie Mays Plaza
San Francisco, CA 94107
HOME OF THE SAN FRANCISCO GIANTS!

Exhibitor Set-Up	Noon-4:00 pm
Presentation TBD	3:30-5:00 pm
Exhibits Open	4:00-8:00 pm
Complimentary Game Day Food	5:30 pm

INVOICE AND REGISTRATION FORM

To Select Your Exhibit Table, please use the on-line registration system:
<http://atdevents.net/register.php>

To Select a Table for Vendor Night Online: Use the pull down box showing the available tables. Select your table number. (Only available table numbers are shown, if a table number is not listed that means it's already been reserved by another company.) After selecting your table, scroll down to payment options. **If you do not want to pay by credit card, select the pay by check option. Please do not mail a check. We are changing accounts. Prior to the event we will contact you with instructions to pay.**

Scroll down for detailed registration instructions

Attendee Registration

Free To Walk Show and Visit Exhibits

Exhibitor Table Tops (Electrical Included)

\$2500 Exhibit Table (see diagram)

All tables are 6' x 2.5'. Max Width 72".
Everything must fit on your table top. No items can be hanging off the table. Roll up floor signs are allowed. No affixing items to the venue (including walls or doors).

FIRST NAME: _____

LAST NAME: _____

TITLE: _____

COMPANY: _____

E-MAIL: _____

ADDRESS: _____

CITY: _____

STATE: _____ ZIP: _____

PHONE: _____

**Outdoor Exhibit Show
Tables Are In Covered Concourse Area
Dress Warmly!**

Exhibitors, please list Your Company Coordinator.

NAME: _____

EMAIL: _____

TEL: _____

CREDIT CARD PAYMENT

Type of Credit Card

Circle One



Name on Card: _____

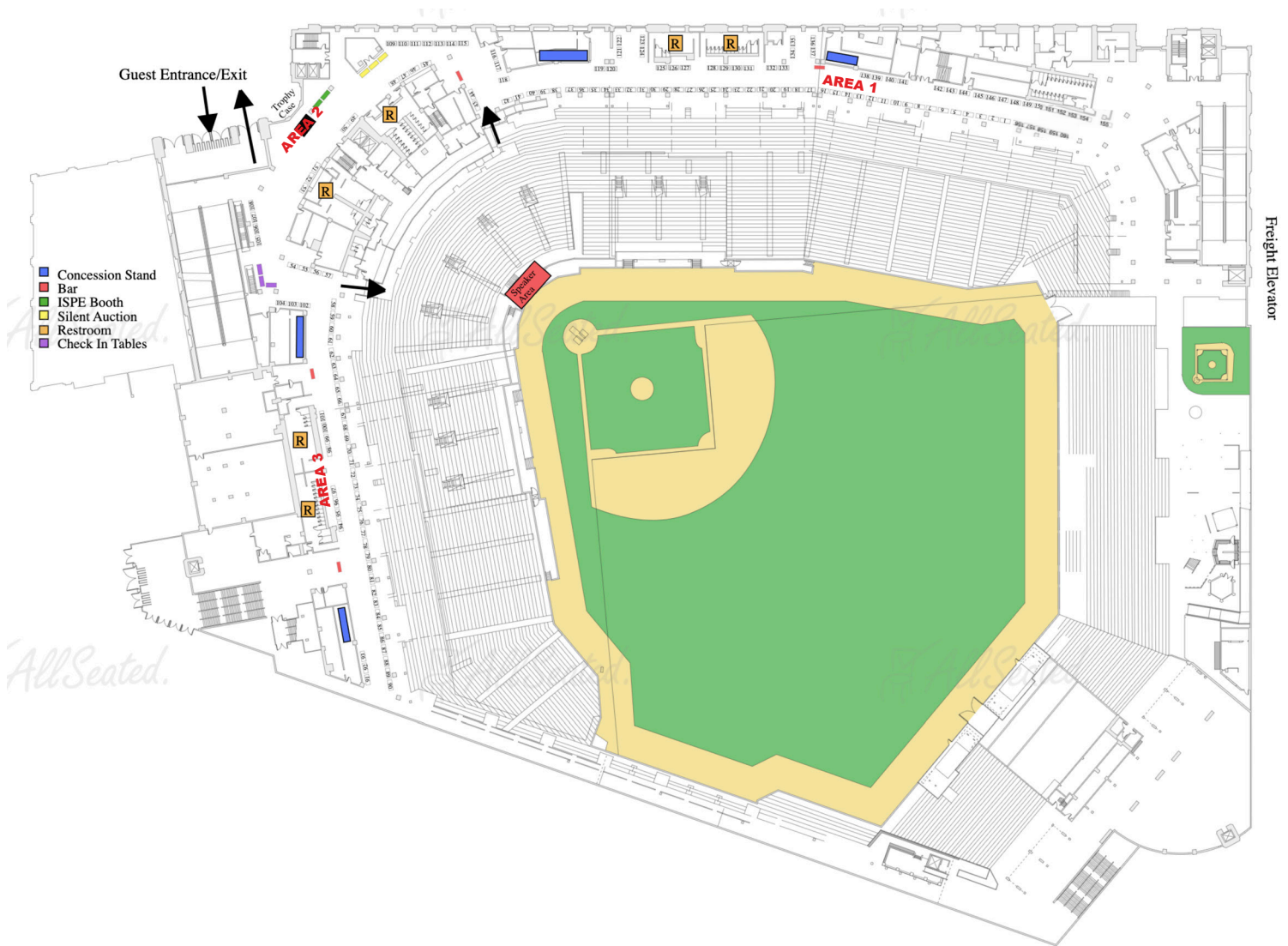
Credit Card #: _____

Exp Date: _____

Signature: _____

Vendor Night Exhibit Area Outdoors on the Promenade Concourse

Please see other pages showing zoomed in areas



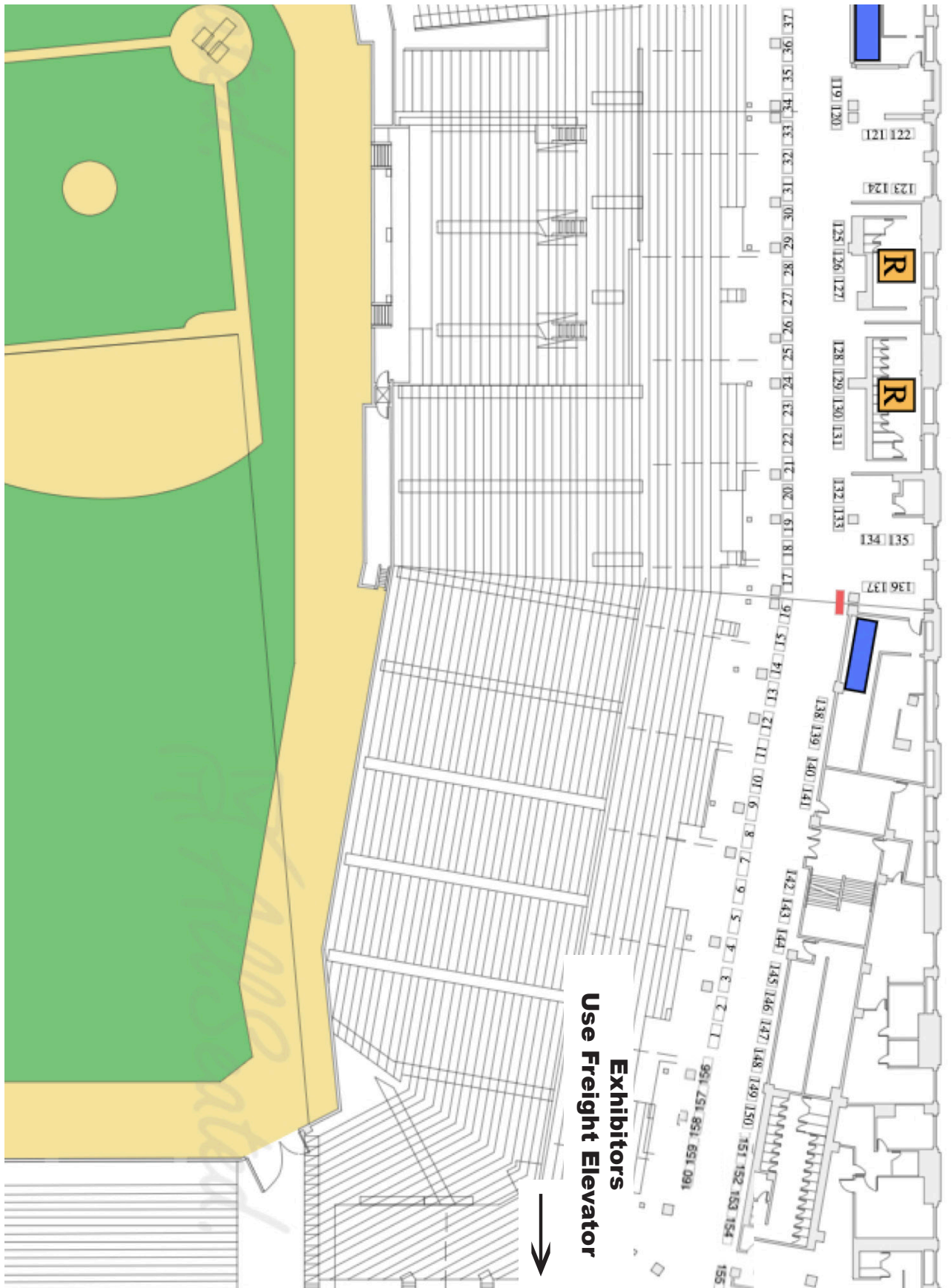


ISPE®

San Francisco |
Bay Area Chapter

Area 1 Tables 1-37 and 119-160

- Concession Stand
- Bar
- ISPE Booth
- Silent Auction
- Restroom
- Check In Tables



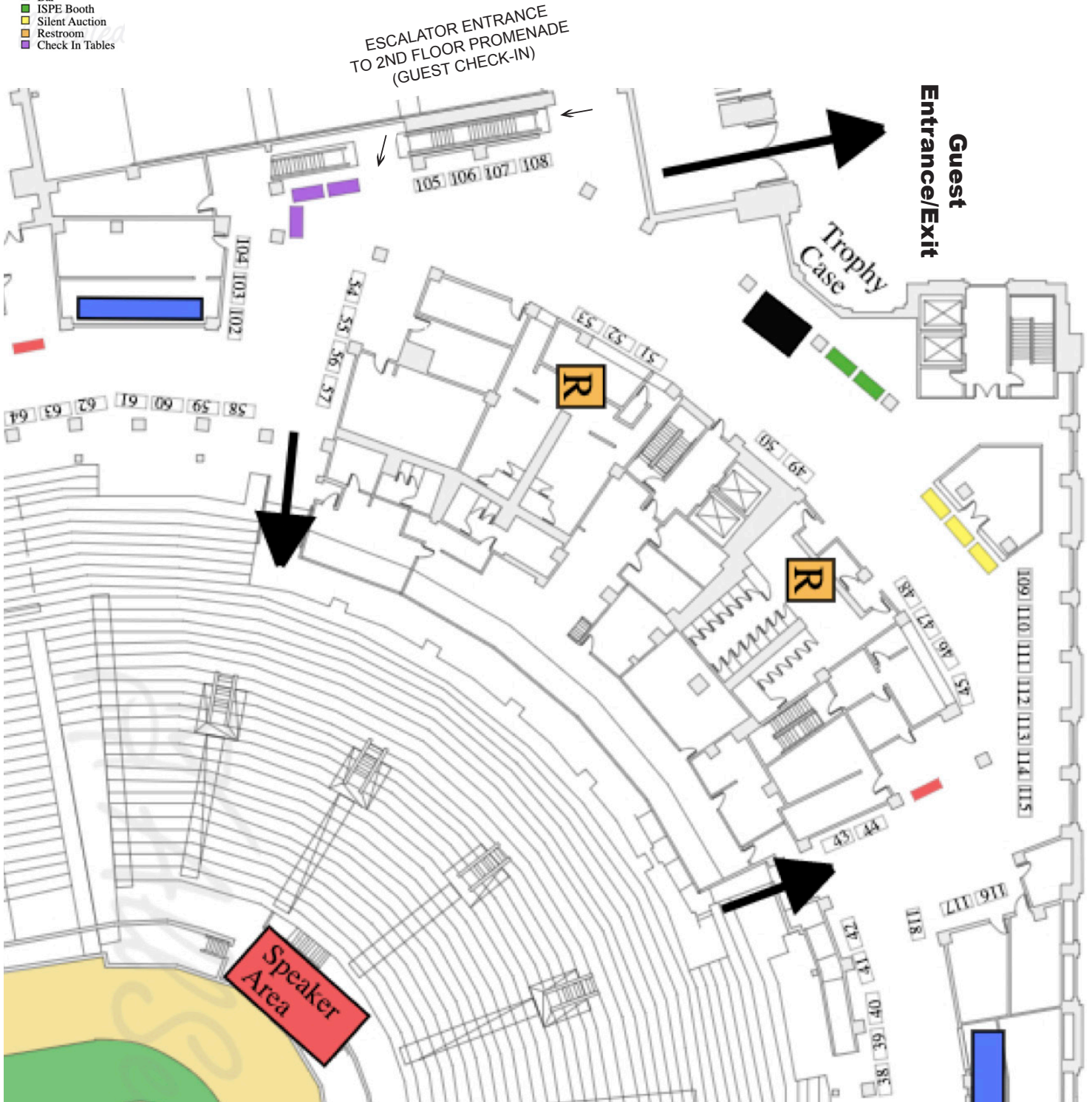


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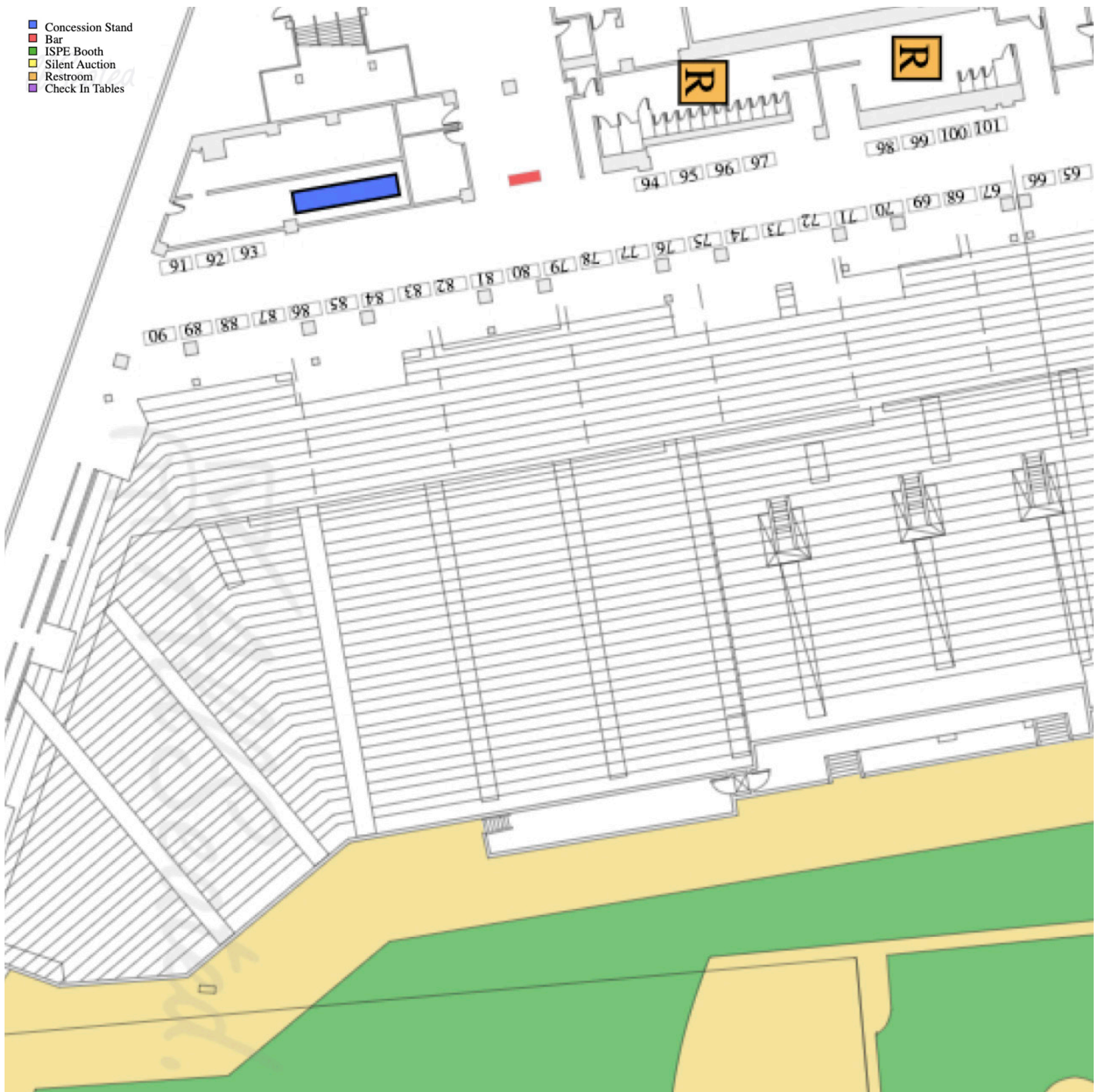
Area 2 Tables 38-66 and 102-118

- Concession Stand
- Bar
- ISPE Booth
- Silent Auction
- Restroom
- Check In Tables



Area 3 Tables 67-101

- Concession Stand
- Bar
- ISPE Booth
- Silent Auction
- Restroom
- Check In Tables



Registration Instructions

Registration Website: <http://www.atdevents.net/register.php>

- 1) Click on the link above then log in using your username and password.
- 2) Click on the event of interest (click on pdf link to download the event flyer if needed)
- 3) Scroll through the list of registration options and click on the one that applies to you.
- 4) Select the payment option of your choice and follow instructions to pay (if necessary).
- 5) Card Payments: Select "Online Payment", then "Continue".
 - a) On the next screen, select "Click here to pay for registration".
 - b) You will be directed to our secure merchant account site (a PayPal company).
 - c) Enter your credit card information then click "Continue".
 - d) On the next screen enter your Card Security Code "CSC" and the email address for payee (or person assisting.)
 - e) Click on "I Authorize this transaction". Confirm your purchase by clicking on "Submit Transaction For Processing". The charge is finalized on the next screen when you see "Your transaction was approved!". Take a screen shot. An immediate receipt will be emailed to the address provided in the previous screen.

ISPE California Chapter Members: If you are an ISPE Member in California, **please do not set up a new account and please do not pay the non member rate.** You should already be in our system (takes a few days after joining).

How To Find Your ISPE Member Number or Update Your Account to a Member Account:

To update your existing account to a Member account, or to add your new ISPE Member account to our website, please forward your confirmation email from ISPE or your ISPE Membership information to ksyre@cox.net. We need your Chapter name, your ISPE Member number, join date and expiration date. To retrieve this information, log onto the ISPE website. Click on "Account" on the top right side, then "My Account". Your Membership information (not including your chapter affiliation) is on the left side. Please take a screen shot or make a pdf of the page, then email it along with the name of your chapter to: ksyre@cox.net to update your profile on the [atdevents.net](http://www.atdevents.net) site.

ISPE Members of Other Chapters: You will not be in our system unless you have previously set up an account or have been an ISPE Member of any ISPE California Chapter in the past. Please set up a new account (follow instructions for Non-Members). Then update your account to a member account (see above).

Non Members: If you do not have an account, you can set one up on the site using only letters for your username.

FREQUENTLY ASKED QUESTIONS: HOW DO I KNOW IF I AM REGISTERED (APPLIES TO PAID AND UNPAID EVENTS)? I REGISTERED BUT DID NOT PAY, HOW CAN I PAY FOR AN EVENT AFTER REGISTERING? HOW TO UPDATE YOUR INFORMATION ON THE ATD REGISTRATION SITE?

It's easy to see your current and past registrations and to pay for anything outstanding.

Log in (<http://www.atdevents.net/register.php>) with your username and password, then click on "Edit Account/Modify/Pay registrations" on the top right side. *On this page you can update your contact information.* Continue by selecting "Click here to view/pay registrations". A list of registrations will come up. The unpaid items will have "Pay Now" in the "Payment" column. Click "Pay Now" for the item you want to pay, which will bring you to our secure payment site. The charge is finalized on the next screen when you see "Your transaction was approved!". Take a screen shot. An immediate receipt will also be emailed to the address provided.

Receipts:

- 1) An immediate email receipt will be sent to the address given during the payment process.
- 2) Our system does not send email confirmations for free events, however, once registration is finished, you will see "Registration Complete" on your screen. Take a screen shot for your files.
- 3) If you register for a paid event by selecting "company or personal check", you will not receive an email confirmation. You will see "Thank you for completing your registration". We suggest you take a screen shot for your files.

ISPE San Francisco Chapter

5319 University Dr., Suite 641, Irvine, CA 92612. Chapter Tax ID #68-0282494

Have More Questions, Need Your Username or a Password Reset?

Email Kimberly Syre for assistance: ksyre@cox.net or call 949-387-9046

EXHIBITOR UNLOADING AND PARKING - Parking in Lot A is free for all attendees.

Unload your items at the Loading Zone located on 2nd Street at the corner of King Street. The event will take place in an outdoor area one floor below where our shows have been held. We will be in a covered area called Promenade Concourse.

We suggest taking Lyft, Uber or a taxi to the venue. This will help avoid bottle necking at the loading zone and will prevent you from having to walk back and forth to the parking lot.

For those with 2 people in vehicle (ideal situation): Drop off one person to check in at the loading dock while the other person parks in Lot A. **For those with only one person:** Giants staff will be on hand to bring your materials to your table while you park in Lot A.

After parking, please enter at the Loading Zone located on 2nd Street at the corner of King Street (if prior to 4pm). After 4pm, please enter on Willie Mays Plaza.



Driving Directions to Oracle Park

Please park in Lot A off of 3rd Street

Oracle Park Bag Policies:

In an effort to limit contact points and avoid lines at the gates, Oracle Park will enforce the following restrictions regarding bags: **No Backpacks** (including clear backpacks) and No bags larger than 16"x16"x8". All bags are subject to inspection upon entry. Exhibitors will be allowed to bring materials for set up, however, please do not bring backpacks to the event. If you have a large purse, please leave it at your table (you will not be able to walk around with it).

From the Peninsula/South Bay

Take I-280 north (or US-101 north to I-280 north) to the Mariposa Street exit. Turn right on Mariposa Street, then left on Third Street to get to Parking Lot A.

From the East Bay

Take I-80/Bay Bridge to the Fifth Street exit. Bear right onto Fifth St. Turn right onto Folsom and right onto Fourth St. Slight left onto Channel St and into Parking Lot A.

From the North Bay

Take US 101 south/Golden Gate Bridge to the Marina Blvd. exit. Continue on Marina Blvd. past Fort Mason and turn left onto Bay Street. Continue on Bay and turn right on The Embarcadero. Continue on The Embarcadero under the Bay Bridge until it turns into King Street. Turn left onto 3rd Street (the ballpark is on your left) and continue across the bridge to Parking Lot A.

These directions provide the most direct routes to the parking lot, but other city streets and freeway exits provide alternate routes.

USING PUBLIC TRANSIT

In San Francisco

Muni Metro Streetcar service to the Ballpark is available daily. You can transfer from any Metro line to streetcars serving the ballpark at Embarcadero Station. The N Judah and KT Ingleside/Third both stop at 2nd & King Station, adjacent to Oracle Park. There's also helpful information at the Muni Metro website.

From the Peninsula and the South Bay - San Mateo and Santa Clara

Take Caltrain from stations throughout Santa Clara and San Mateo counties directly to the ballpark - the Fourth and King Street Station is one block from the ballpark. Or take BART from Millbrae, SFO, South San Francisco, San Bruno, Colma or Daly City to downtown San Francisco. Then walk or transfer to Muni Metro to the ballpark (transfer from BART to MUNI Metro at Civic Center, Powell, Montgomery or Embarcadero). There is helpful information at the Caltrain Website or the BART website.

From the East Bay - Alameda and Contra Costa

Take BART to Embarcadero or Montgomery Stations and walk or transfer to Muni Metro. San Francisco Bay Ferry may also be an option. For schedules and online ticket purchase and boat reservations visit <http://sanfranciscobayferry.com/>

AC Transit also provides bus service from many East Bay cities to the Temporary Transbay Terminal, a short walk to the ballpark. For more information, visit www.ACTransit.org.

Please make sure to check driving directions or public transportation directions from your own starting point.