

# 6 Frame 6 Users Group



Be a part of the 21st Frame 6 Users' Group Conference. It will be held at The Wyndham Jacksonville Riverwalk, 1515 Prudential Drive, Jacksonville, Florida, USA 32207, Phone: 904-396-5100, June 11—14, 2007.

The Vendor Fair will be held Tuesday, June 12, from 4:30—8:30 PM. The Vendor Fair is open to vendors who provide products or services for the Frame 6.

### USER ACTIVITIES

Two and one half days of meeting will be kicked off on Monday, June 11, with a Users Only Fishing trip hosted by TurboCare.

Early Conference Check in for Users will be Monday, June 11th between 3 PM and 5:30 PM. The Welcome Reception for Users and Sponsors will be on Monday evening at The Wyndham Jacksonville Riverwalk, between 6 and 8 PM.

Breakfast buffets will be served to the Users every morning (Tuesday through Thursday) from 7:00—8:00 AM. The meetings will begin at 8:00 AM every morning. Lunch will be served to the Users from noon until 1 PM Tuesday and Wednesday. The Vendor Fair and reception will be on Tuesday evening from 4:30 PM until 8:30 PM.

GE will be providing the group with shop tours of their Jacksonville facility until approximately 4:00 PM on Thursday. Please include time for this tour in your itinerary. You will need to provide your own transportation.

### ROOM BLOCK—HOTEL RESERVATIONS

The Frame 6 Users Group has reserved a block of hotel rooms at a special Group rate of \$105.00 USD (plus tax) per night. The hotel will extend the rate from three nights before the conference to three nights after the conference for those who reserve a room in the block. Reservations are subject to availability and must be made no later than May 14, 2007 to get the group rate. Registering in the group block helps the Group keep meeting costs down.

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### Two Ways to Reserve a Hotel Room:

1. Register on line through the website at [www.Frame6UsersGroup.org](http://www.Frame6UsersGroup.org) by clicking on the button designated Hotel Reservations. Your Group Code is 0611886FR.
2. Call The Wyndham Jacksonville Riverwalk at 1-904-396-5100 to make your reservation. Tell the reservationist that you will be attending the Frame 6 Users Group Conference and your code is 0611886FR

If you incur any problems trying to register, please contact the conference coordinator, Wickey Elmo, at 704-753-5377 or by email at [wickelmo@frame6usersgroup.org](mailto:wickelmo@frame6usersgroup.org)

### VENDOR PARTICIPATION

Apply for space in the Vendor Fair by May 14, 2007, by completing the Vendor Application Form herein and faxing it to the number on the form. The form may also be mailed (after faxing) with a check to arrive by June 1, 2007 to the address on the form. No vendor will be allowed to participate who has not paid the requisite fees.

Cancellation: Fees are non refundable after June 1st. Registration fees will be refunded if cancelled prior to June 1st, less a 15% of total order cancellation fee.

### BOOTH SPACE

There are two sizes of booth spaces available. The nine 8 foot wide X 8 foot deep booth spaces are \$1,000.00 (USD) each. The 51 10 foot wide X 8 foot deep booth spaces are \$1,200.00 (USD) each. Each booth comes with a draped table and two chairs. Each booth space includes participation in the trade show by two representatives. Additional reps pay an additional \$100 each. No more than 4 reps are allowed to attend an 8 foot wide booth and no more than 5 reps are allowed to attend a 10 foot wide booth. For more than the allowable booth limit, please get an additional booth.

All reps must be named by the vendor company at least two weeks prior to the Vendor Fair so that appropriate badges may be made. No one is admitted to the Vendor Fair without the appropriate badge.

### CHOOSING YOUR BOOTH

Choose your booth space by referring to the Booth layout shown on page 6 herein. Decide on your top three preferred areas. Indicate your first through third location preference by number on the Vendor Application Form, page 5. Note that no guarantee is made as to availability of any area. Spaces are assigned on a first come, first served basis. Booth layout and placement is approximate. Your space number assignment will be on your confirmation. If your space choices are already assigned, you will be contacted for additional options.

### BEVERAGE TICKETS

Although the booth space fee helps to pay for the reception during the Trade Show, it does not begin to cover beverage service. If you care to purchase beverage tickets to distribute to the exhibition attendees, each ticket is \$7.00 prior to May 14, 2007. After that date and on site they are \$7.50 each. On-site, only cash or checks will be accepted. Unused tickets are not refundable.



Beverage tickets are a wonderful way to help draw the user to visit your table or booth. Meeting attendees must have a beverage ticket to get any beverage — tickets can only be obtained from the exhibitors.

### CONFIRMATION

Once you have faxed in your participation application, you should receive confirmation by email within 5 business days. If you do not receive confirmation with a booth number assignment, please call Wickey Elmo at 704-753-5377 to inquire.

## CONFERENCE PROGRAM BOOK— ADVERTISEMENTS

The Conference Program Book is wire bound and includes conference information such as the agenda, questions submitted in advance, and the attendee list. The back of the book is devoted to vendor advertisements. Placing an ad is one way to guarantee that an attendee will remember that you were a participant.

Please note that if you place an ad you will receive a copy of the book with the attendees listed. If you do not place an ad, you will only get a listing of the companies who have sent representatives.

Copies of the Conference Program Book are available only to Frame 6 User Group conference user attendees and advertisers. Additional copies are \$100.00 and are available ONLY to advertisers. Ad copy must be sent in by **May 14, 2007**. Ad copy may be camera-ready or graphics files, (e.g., .png, .bmp, .jpeg, .tif, .wpg, Power Point slide, Word document, etc.). Finished sizes are: **1/4 Page:** 3 1/4" wide X 4 1/4" long; **1/2 Page:** 6 1/2 " wide X 4 1/4" long; **Full Page:** 6 1/2" wide X 8 1/2" long—each with lots of white space.

Ads may be sent to Wickey Elmo at wickelmo@Frame6UsersGroup.org or to the address on the form.

## SPONSORSHIPS

The Group greatly appreciates past sponsors and encourages your participation as a sponsor. You may sponsor a lunch, break, or breakfast during the two and 1/2 meeting days. You may have up to 4 representatives attend the function you sponsor without additional cost. You may place literature on the tables and you may place a sign at the entrance to the function area saying that you are sponsoring the function. A Flat fee is charged for each event sponsorship.

## AVAILABLE SPONSORSHIP OPPORTUNITIES:

Shirts for Steering Committee: \$50.00 ea.  
Jackets for raffles: \$50.00 ea.  
Please sponsor above Shirts and Jackets in \$100.00 increments

Frame 6 Golf Shirts for All User Attendees:  
\$1,500 - Golf Shirts will be Navy Blue with the Frame 6 logo above the pocket.

Frame 6 Button Down Collar Shirts for All User Attendees: \$2,500— Button Down Shirts will be Navy or Lt Blue with the Frame 6 logo above the pocket.

If you would also like your logo to appear on the shirt, you must send a digitized logo, suitable for embroidery, and the cost will increase by \$300.00

Transportation for Spouses to local activities:  
\$250.00 per day—two days available.

### Food Event Sponsorships:

Breakfast: \$2,125.00  
Add Omelet Station (with Chef): \$750.00

All Day Beverage Service: \$1,300.00

### Lunches:

Tuesday: \$2,800 South of the Border Buffet  
Wednesday: \$3,200 Riverfront Buffet  
Thursday: \$3,200 Riverfront Buffet (different salads and entrees)

Afternoon Breaks: \$1,150

Users Welcome Reception (Monday night)  
(Sponsors may attend):

Food: \$5,000.00;

Bar: *Note: the Bar is already being sponsored by Wood Group Gas Turbine Services.*

Your sponsorships will be announced during the conference and highlighted in the Conference Book.

## SHIPMENTS

Shipments to the hotel must be addressed to your representative on site. No one else will sign for or accept responsibility for your shipments or delivery. Shipments must be pre-paid and marked with:

(Your Representative's Name)

Frame 6 Users' Group Trade Show  
Booth # \_\_\_\_\_

Wyndham Jacksonville Riverwalk  
1515 Prudential Dr.  
Jacksonville, FL 32207  
904-396-5100

**Be sure that your rep has the appropriate labels (preferably prepaid) for return shipment.**

Shipments should not arrive at the hotel before Thursday, June 8th.

Special equipment or shipment handling arrangements must also be made DIRECTLY with the hotel.

## ELECTRICAL REQUIREMENTS

Arrangements for your electrical needs (even an extension cord) must be made by **you** directly with the hotel. If you have lights on your booth, you must make arrangements with the hotel for power.

## RESTRICTIONS

**Exhibitors are restricted from applying anything to the walls of the facility. Exhibitors are liable for any damage to the hotel caused by their actions. Exhibitors shall not extend their booths into the aisle or outside their confirmed space. Pop-up displays are allowed as long as they fit into the assigned space.**

**By making application to exhibit at the Frame 6 Users Group Vendor Fair, exhibitor acknowledges that it has the necessary insurance to cover its liability and agrees to keep harmless the Frame 6 Us-**

**ers Group, GCSI, the Wyndham Jacksonville Riverwalk Hotel, and their employees and agents from any and all claims, losses, and damages to persons or property, governmental charges or fines, attorneys' fees arising out of or caused by exhibitor's use of the exhibition premises.**

## VENDOR SCHEDULE

The following is the schedule of events for pre-approved vendors:

Tuesday, June 12, 2007:

1:30 PM—Vendor Badge Pickup and Registration—Commerce Room

1:45 PM—Registered Vendors may begin set-up—Grand Ballroom

4:30 — 8:30 PM — Frame 6 Vendor Fair and Reception — Grand Ballroom

8:30 PM.— Tear Down

## AIRPORT AND DIRECTIONS

The closest airport to the Wyndham Jacksonville Riverwalk Hotel is Jacksonville International (JAX). It is approximately 17 miles to the hotel from the airport. Latest reported cost of a shuttle (one way) is \$18.00; taxi is \$40.00. These figures are subject to change. All rental cars are also available at the airport.

From the airport take FL-102 E to I-95 South. Take Exit 350B San Marco Blvd. Turn Left onto Palm Ave. Turn Right onto Prudential Drive.

## QUESTIONS

Call Wickey Elmo at 704-753-5377 or send email to:

wickelmo@Frame6UsersGroup.org

Stay updated by visiting the website at [www.Frame6UsersGroup.com](http://www.Frame6UsersGroup.com)





The 2007 Frame 6 Users Group  
Trade Show/Vendor Fair Floor Diagram  
June 12, 2007 4:30PM - 8:00PM

WYNDHAM  
JACKSONVILLE RIVERWALK  
1515 Prudential Drive  
Jacksonville, Florida 32207

Questions?  
Call GCSI @ 704-753-5377

- 8' Drape
- 3' Drape
- 8' x 8'
- 8' x 10'

