

Houston Professional Petroleum Data Expo

October 25 -26, 2021



Exhibitor Information – Show Package

Thank you for exhibiting at the 2021 Houston Professional Petroleum Data Expo taking place October 25-26, 2021, at the Westin Houston Memorial City – 945 Gessner Road, Houston, Texas, 77024. As a reminder – your Exhibitor booth includes the following items:

- Booth with Pipe and Drape – NOTE: NOTHING MAY BE AFFIXED TO THE DRAPE, PER THE FIRE MARSHAL
- Branding Privileges
- Furnishings & Electricity – Each booth is equipped with a table with a tablecloth, two chairs and a wastebasket, as well as one power outlet. (You will want to bring any Extension Cords)
- One Wireless Internet Connection – password will be provided onsite
- Pre and Post Show Attendance List – Includes contact details for delegates who have given consent to share their information. Pre-lists are available upon request, please allow 1-2 business days for delivery.
- One Exhibitor Only Attendee – each booth is entitled to one attendee at the Expo to work the booth at no cost. That attendee will only have access to the Sessions in the main room and the Receptions. Please contact events@ppdm.org to register your attendee – they must have a PPDM account already to be registered.
- 50 Word description on the PPDM Website of your company and/or services – please submit your write up prior to October 15, 2021.

Additional Items, along with shipping and other options, are available online through the Show Provider – Alliance Exhibitions. You will have received an email from them with a specific link for ordering. For those who need printing, please contact us and we will provide you with the information for our show printer so it can be shipped together.

The PPDM Association and the PPDM Board of Directors take the wellbeing of our community very seriously with the spread of the Novel Coronavirus (COVID-19). We are monitoring the Center for Disease Control and Prevention (CDC) and the World Health Organization (WHO) and working with the Westin Houston Memorial City to ensure we take the proper precautions. There are some measures we ask our Exhibitors to consider while preparing for their booths, along with the attached guidelines:

- Plan to bring an alcohol-based hand sanitizer for your booth to try to protect your workers and anyone touching any electronics or materials. Each attendee will receive one in their registration bag as well. Consider bringing a screen cleaner for between visits.
- We will have limited disinfectant wipes, but you will want to consider bringing your own to clean your materials.
- If anyone identifies themselves as feeling under the weather, ask them to visit our registration table where we will have a room to isolate them and take their temperature, etc. There will be a health check upon registration as well.

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A Room Block is available for attendees to stay at the Westin Houston Memorial City at a rate of \$204/night. Reservations can be made directly with the Reservations department [online](#) or at 1-800-937-8461 or through the Central Reservations Office at 1-800-228-3000.

Please note that the style of agenda includes breaks between presentations for attendees to roam the Exhibitor Hall and to move between presentation locations.

The Exhibitor Room will be locked at night, but it is recommended that any electronics or high value items be safely stored in another location. Additional services can be ordered through Alliance, the show company for this conference. Additional AV materials can be ordered through Petar with PSAV.

Contact details:

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2021 Houston Professional Petroleum Data Expo
Important Dates and Times – Exhibitors – As of September 13, 2021
ALL TIMES ARE SUBJECT TO CHANGE

Date	Time	Description
Sunday, October 24	12:00 – 4:00 pm	Exhibitor Move In , Azalea Ballrooms, 4 th floor
Monday, October 25	12:00 – 1:00 pm	Lunch Break in the Azalea Ballrooms - <i>Exhibitors should be at their booths ready to go. Exhibits will remain open for the rest of the day until 6:00pm and should be staffed at all times due to roaming attendees and breaks between presentations.</i>
	4:00 - 6:00 pm	Tradeshaw Reception in Azalea Ballrooms <i>(after guests depart, the room will be closed – Exhibitors should not leave any valuables in the room as there will not be security provided)</i>
Tuesday October 26	7:30 – 8:00 am	<i>Exhibitors should be at their booths ready to go. Exhibits will remain open for the rest of the day until 4:00pm and should be staffed at all times due to roaming attendees and breaks between presentations.</i>
	12:00 – 1:00 pm	Lunch Break in the Azalea Ballrooms – <i>Note that the Interactive Room 2 will be closed this afternoon.</i>
	4:30 - 6:00 pm	Exhibitor Move Out – all materials must be removed from the room by 6:00pm. <i>If you chose to take down any part of your booth prior to this time, ensure that you are VERY QUIET as it is very disruptive during the sessions. Arrangements can be made with Alliance if you are unable to remove your booth</i>
	4:30 – 8:00 pm	Alliance onsite to take down pipe and drape.