Dear Exhibitor;

Welcome to Digital Pharma East 2021! This year's exhibition is taking place Wednesday and Thursday September 29-30, 2021 at the Pennsylvania Convention Center in Philadelphia, PA. Digital Future Day begins Tuesday, September 28th and Conference Sessions will be Wednesday, September 29th and Thursday, September 30th, 2021.

We are pleased to present you with your Exhibitor Service Kit which contains all the information you will need to successfully transport, set-up/tear-down, and equip your booth. All necessary forms from each "Official Show Vendors" are included and by reading and paying attention to order details and deadlines, you will save valuable time and money.

The "Official Show Decorator" is Expo Event Services and their order forms and list of services can be found on the Digital Pharma East website (https://www.digitalpharmaeast.com/) in the "Exhibit" section under the "Exhibitor Resources" link. Other order forms for services such as Electrical, Telephone & Internet, and Audio Visual and General Information are also found on this website.

Important Policies and Guidelines to note:

- No one under the age of 18 (including infants) is allowed on the show floor at any time.
- All exhibitors must carry general liability and workman's compensation insurance and provide Show Management with the appropriate certificate of insurance.
- If you are using an outside contractor (EAC) to help set-up and dismantle your booth, you must notify Show Management by **September 3, 2021**.
- Be sure to make your travel and hotel arrangements ASAP!

This year's event will obviously be a bit different from year's past. I encourage you to take a look at our health and safety messaging so you can be prepared for how business will be conducted on site. Also please refer to the document detailing the arrival process for entering the building on setup and show days.

If you have any questions, please feel free to call or email me at (212) 895-8225 or Iedwards@questex.com.

We are pleased you have chosen to participate in Digital Pharma East and look forward to a successful event!

Sincerely,

Irene Edwards
Conference Coordinator
Questex, LLC