

# Medicaid Drug Rebate Program Summit

Informa Connect's MDRP Summit  
**September 23-25, 2024**  
 Chicago Marriott Downtown Magnificent Mile |  
 540 North Michigan Ave, Chicago, IL 60611

## BOOTH PACKAGE

Items provided in your 8' inline exhibit booth:

- (1) 6' x 30" skirted table
- (2) banquet chairs

## EVENT SCHEDULE

Date	Move-in/out Hours	Exhibit Hours	Registration Hours
Sunday, September 22nd	4:00PM – 6:00PM		4:00PM – 6:00PM (Exhibitor Setup Only)
Monday, September 23rd		7:30AM – 6:00PM Reception 5:00PM – 6:00PM	7:30AM – 6:00PM
Tuesday, September 24th		7:00AM – 6:20PM Reception 5:20PM – 6:20PM	7:00AM – 6:20PM
Wednesday, September 25th	1:40PM – Breakdown	7:30AM – 1:40PM	7:30AM – 1:40PM

Please visit this [link](#) to view the latest agenda with up to date times for networking breaks, luncheons and receptions when you can expect to see the most booth traffic. All networking breaks and receptions will take place in the exhibit hall.

## MEETING ROOM DETAILS

Registration	5 <sup>th</sup> FL South Registration, 5 <sup>th</sup> FL North Registration
Exhibits/Breaks	Chicago Ballroom EFGH
General Session	Chicago Ballroom ABCD
Breakouts	Denver/Houston/Kansas City, Los Angeles/Miami/Scottsdale

## SHIPPING INFORMATION

There is a FedEx Office onsite that handles all inbound and outbound packages. Please note the below handling fees. These handling fees are in addition to standard shipping charges, inbound and outbound. Regardless if you're using FedEx or another carrier, these fees will be incurred.

Package weight	Package pickup or dropoff by guest	Package pickup or delivery by FedEx Office
Envelopes up to 1.0 lb.	\$4.00	\$7.00
0.0–1.0 lb.	\$4.00	\$7.00
1.1–10.0 lbs.	\$10.00	\$15.00
10.1–20.0 lbs.	\$15.00	\$20.00
20.1–30.0 lbs.	\$25.00	\$30.00
30.1–40.0 lbs.	\$30.00	\$36.00
40.1–50.0 lbs.	\$35.00	\$42.00
50.1–60.0 lbs.	\$40.00	\$50.00
60.1–150.0 lbs.	\$55.00	\$66.00
Pallets & crates*	–	\$250.00 or \$0.80/lb. > 312 lbs.

Package weight	Storage fee after 5 days
Envelopes up to 1.0 lb.	No charge
0.0–10.0 lbs.	\$5.00
10.1–30.0 lbs.	\$10.00
30.1–60.0 lbs.	\$15.00
60.1–150.0 lbs.	\$25.00
Pallets & crates	\$50.00
Over 6.5' in size	\$25.00

**Track all packages.** A tracking sheet is attached for your convenience. Please return to Meghan Gemmell by September 18th. *Providing tracking information will help us track down rogue packages within FedEx should there be any confusion in receiving.*

## Inbound Packages

Please make sure all boxes display the name/logo of your company for easy identification. **Please note:** Boxes may not arrive earlier than: Wednesday, September 18<sup>th</sup>, or you will incur the above storage fees. **FedEx will receive the package and you will need to go to the FedEx office on the 2<sup>nd</sup> floor on Sunday to request your packages and provide payment.** You can also call and provide the information in advance at 312-832-0090. FedEx will securely store your credit card information.

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ATTN: (Your Company & Exhibitor Contact On-Site)

Chicago Downtown Marriott

MDRP Summit 9/22/ YOUR COMPANY NAME & CONTACT *(please do not put your Informa contact name)*

Box \_\_\_ of \_\_\_

110 E. Grand Avenue

Chicago, IL 60611

## Outbound Packages

Anything shipping out of the hotel will go through FedEx, and incur outbound handling fees. If you are shipping out via UPS, you will have to call to request a pickup and still pay the FedEx fees to transfer the package over to UPS.

If you have more questions on the inbound/outbound shipping process, I recommend reaching out to the onsite FedEx team: [usa3637@fedex.com](mailto:usa3637@fedex.com)

## HOTEL GUEST ROOM INFORMATION

### [Venue Information](#)

Please book your hotel room(s) early as the block fills quickly. The above link will provide the most up to date information on discounted room block(s), host hotel availability, and overflow options if necessary.

**PLEASE NOTE: All hotel reservations for this conference should be booked directly with the hotel. Informa does not use Housing Bureaus and none are authorized to call on our behalf. Informa is not able to guarantee a room on your behalf at the host hotel.**

## TRACKING SHEET

EXHIBITING COMPANY NAME:

Box #	Carrier	Tracking #	Name Addressed To
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Please add rows as necessary for your shipment.

Please submit this tracking sheet by Wednesday, September 18th to [meghan.gemmell@informa.com](mailto:meghan.gemmell@informa.com) for Informa to provide to the hotel to assist in tracking your boxes prior to setup.