MASSBUYS 2018 Attendee Logistics

Thank you for registering to attend MASSBUYS! We look forward to sharing a productive and enjoyable day with you on May 10, 2018, at Gillette Stadium.

We’ve assembled information and tools to help you navigate your day at MASSBUYS. Please take a few minutes to review these resources.

[Detailed Site Map of Gillette Stadium](#DetailedSiteMap)

[Directions, Parking, and Attendee Entry into Gillette Stadium](#DirectionsEtc)

[General Guidance](#GeneralGuidance)

[Breakfast](#Breakfast)

[Event Agenda](#EventAgenda)

[Workshops](#Workshops)

[Lunch Details](#LunchDetails)

[Contests and Activities](#contestsActivities)

[MASSBUYS App](#MASSBUYSapp)

[WiFi](#WiFi)

[MASSBUYS Questions](#Questions)

**Detailed Site Map of Gillette Stadium**

Download a [printable map](http://files.constantcontact.com/666eaa93201/deff5c9a-6247-4a9c-8f93-063d8f3e55db.pdf?ver=1525174679000) that highlights important locations in and around Gillette Stadium. We will refer to this document in the guidance below.

**Directions, Parking, and Attendee Entry into Gillette Stadium**

The stadium offers free parking to MASSBUYS Attendees. This year, Attendees may enter Gillette Stadium from either the east or west side. Look for large digital displays welcoming Attendees to MASSBUYS on both sides of the Stadium:

* Enter from the west side: Park in or around **Lot 22**, near the **W1** and **W2** entrances. Refer to the Gillette Stadium map with [W1/W2 directions and parking](http://files.constantcontact.com/666eaa93201/4d06bd44-396f-4d80-a664-0f3992ffb13f.pdf?ver=1524073276000) information.
* Enter from the east side: Park in **Lot 6** or **Lot 5**, near the **E3** and **E4** entrances. Refer to the Gillette Stadium map with [E3/E4 directions and parking](http://files.constantcontact.com/666eaa93201/870a542b-0f44-4942-a3a0-6c2d22a071fa.pdf?ver=1524073373000) information.

Doors will open at 7:45 a.m. Attendees will receive a badge specifying their lunch session and workshop schedule, a complimentary tote bag, and a Program Directory upon entry.

**Please note:** The [Gillette Stadium Clear Bag Policy](http://files.constantcontact.com/666eaa93201/490a5720-c09d-4b27-8f09-b5e93c8f8515.pdf?ver=1522780498000) will be in effect for the MASSBUYS EXPO. This means that large bags, including knapsacks, totes, duffles, and suitcases will not be allowed into Gillette Stadium. Please keep this in mind as we will not be able to hold these items in the registration areas. Small purses/handbags (12X12X6 inches) will be allowed into the stadium.

**General Guidance**

Exhibitor booths span both the [east and west sides of the stadium](http://files.constantcontact.com/666eaa93201/deff5c9a-6247-4a9c-8f93-063d8f3e55db.pdf?ver=1525174679000) on the Putnam Club level, necessitating a healthy amount of walking over the course of the day. Attendees are advised to wear comfortable shoes. Golf cart assistance will be available on the Concourse level (one level down from the Putnam Club level or Exhibitor floor) for Attendees requiring transport from one side of the stadium to the other. Don’t forget to visit our Equipment Zone (#11) as you travel from one side of the stadium to the other on the Putnam Club level and our Vehicle Zone (#10) adjacent to the lunch venue – Cross Insurance Pavilion (#9) on the Concourse level.

In addition to complimentary breakfast and lunch choices, attendees also may purchase food throughout the day at the Gillette Concession Stand, located on the Exhibitor floor in the southeast corner.

Gillette Stadium employees and OSD staff will be on hand to provide directional assistance. Identify OSD staff by their referee shirts. OSD assistance also is available at the Information Booths (#6) and at the COMMBUYS/OSD Booth (#8). To help orient you to your position within the stadium, take note that the Gillette Stadium Lighthouse is at the north end of the stadium.

**Breakfast**

Complimentary continental breakfast will be available from 8:00 a.m. until 9:30 a.m. at each of the two Break Bars (#5) – one on the east side and one on the west side of the stadium.

**Event Agenda**

Link to the [MASSBUYS Agenda](http://files.constantcontact.com/666eaa93201/800efd8c-494d-4e66-92c2-1a4fa33ede91.pdf?ver=1525282634000).

**Workshops**

Workshops will take place on the west and east sides of the stadium on the Red level (2nd Floor) and Blue level (3rd Floor) of the stadium, above the Exhibitor booth level (Putnam Club level). Use the stairwells and elevators (#7) to reach the Red and Blue levels.

**Important**: Attendees selected workshops during registration and your personal workshop schedule is printed on your name badge. You also may access your workshop schedule in other ways:

* Download the [MASSBUYS app](https://mlsvc01-prod.s3.amazonaws.com/666eaa93201/8234c6e9-c387-442a-a2a5-1cef1f039646.jpg?ver=1525185081000). The app provides your schedule, workshop locations, workshop presentations, and vendor booth locations. See more about the app [below](#MASSBUYSapp).
* Workshop locations are identified on pages 12-13 in the Program Directory. Additionally, they will be posted at Attendee check-in, at all elevator banks, and on digital signage throughout the stadium.

If you have questions about workshop availability at MASSBUYS, locate a Trainer on the Red level (Floor 2) at the northwest landing.

**Lunch Details**

During online registration, attendees selected one of two lunch sessions, 12:15 or 1:00 p.m. Lunch session selections are printed on Attendee badges.

**Important**: To ensure sufficient seating and to minimize wait time, Attendees will not be allowed to enter the lunch venue – the Cross Insurance Pavilion – before their designated time.

The Cross Insurance Pavilion (#9) is located at the north end of the stadium on the Concourse level – one level below the Exhibitor floor. Follow staff directions and signage to the Cross Insurance Pavilion.

Based on Attendee feedback, dessert will be served at the lunch venue this year, not at the Break Bars later in the day.

**Contests and Activities**

* MASSBUYS Photography Contest – Take photos throughout your day at MASSBUYS. Post them to social media using **#MASSBUYS2018** or email them to [OSDsocialmedia@state.ma.us](mailto:OSDsocialmedia@state.ma.us). OSD Marketing and Communications staff will select the best photo of the day – winner to receive an Amazon Echo Dot.
* Photo Booth – Life-size cutouts of Tom Brady and Rob Gronkowski and other exciting Gillette Stadium props will be available throughout the day for a memorable selfie.

**MASSBUYS App**

[Download](https://mlsvc01-prod.s3.amazonaws.com/666eaa93201/8234c6e9-c387-442a-a2a5-1cef1f039646.jpg?ver=1525185081000) the MASSBUYS app to access all the information you’ll need at the event, including the event schedule, vendor booth and workshop locations, speakers, sponsors, important updates, and contests! Connect with vendors and other attendees through the app, as well!

During the download process, you will be prompted to confirm your registration – a verification email will be sent to the email address submitted during your registration. Download the app in advance of the event to ensure you have all the information required to complete the process.

**WiFi**

Connect to the WiFi Network: **Massbuys2018**

**MASSBUYS Questions**

If you have further questions about MASSBUYS, please email us at [massbuysadmin@state.ma.us](mailto:massbuysadmin@state.ma.us). At the event, direct your questions to OSD staff members in referee shirts.

**We look forward to seeing you on May 10th!**