# MASSBUYS 2018 Exhibitor Logistics

We are excited that you will be joining us at Gillette Stadium for the annual MASSBUYS EXPO on May 9-10. We hope the event will afford you countless opportunities to speak with buyers about the products and services you offer on contract.

Below we’ve assembled information to help you plan and navigate your time at MASSBUYS. Please take a few minutes to review these resources.

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**Exhibitor Booth set-up is on Wednesday, May 9, from 10:00 – 5:00 p.m.   
Attendees will arrive on Thursday, May 10, beginning at 8:00 a.m.**

**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, Exhibitor Entry, and Loading Dock**

Gillette Stadium offers free parking for MASSBUYS Exhibitors. You may enter the Stadium from either the east or west side. Find your [booth location](http://www.massbuysexpo.com/events/massbuys-expo-2018/attendees-15-09ddc1fdac5249549b9f2079a3b53e69.aspx?ct=d1eb6a07-5338-4fe8-bc54-d72521930836) on the [map](http://files.constantcontact.com/666eaa93201/deff5c9a-6247-4a9c-8f93-063d8f3e55db.pdf?ver=1525174679000) to determine your best point of entry. Look for large digital displays welcoming you 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.

Once checked in, exhibitors will receive a badge for entry into the Exhibit Hall on the Putnam Club level. If needed, Exhibitors may use the stadium [loading dock](http://files.constantcontact.com/666eaa93201/3f9b2165-798b-45c4-8ba7-a831852d5fdb.pdf?ver=1525445775000), located at the southeast end of the stadium. Badge credentials are required. Capital Convention Services will be available at the loading dock if you require assistance.

**Exhibitor Services**

Exhibitor Services locations (#13) are located across from Booth 200 on the west side of the stadium and across from Booth 427 on the east side.

**General Guidance**

Exhibitor booths span the east and west sides of the stadium on the Putnam Club level. OSD staff in referee shirts will be on hand to provide directional assistance. We encourage you to download the [MASSBUYS App](https://mlsvc01-prod.s3.amazonaws.com/666eaa93201/8234c6e9-c387-442a-a2a5-1cef1f039646.jpg?ver=1525185081000) to locate your booth in the Exhibit Hall and to connect with other vendors and buyers. Learn more [here](#MobileApp).

**May 9 Activities for Exhibitors**

Wednesday, May 9, is dedicated to our vendors. Take advantage of the following activities being held in the **Optum Field Lounge** (#12 – take the elevator to the Concourse level and follow the signs):

**1:30 – 4:30 p.m. One-on-One Meetings with Strategic Sourcing Leads**

Participants should have received an email confirming their assigned time.

**1:30 – 4:30 p.m. BidSync Overview**

Drop in to speak with Periscope Holdings representatives about BidSync, a future COMMBUYS enhancement. Once implemented, contractors will easily access government bid opportunities from 400 BidSync partner agencies. No registration necessary.

**5:00 – 7:00 p.m. Vendor Reception**

Attend the Vendor Reception and meet with Troy Brown – retired New England Patriots Wide Receiver, who will be available to take photos and autograph your Patriots memorabilia. [RSVP](https://www.eventbrite.com/e/massbuys-2018-vendor-reception-tickets-44809185480) by **Tuesday, May 8, at noon.**

**Event Agenda**

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

**MASSBUYS App**

Download the [MASSBUYS app](https://mlsvc01-prod.s3.amazonaws.com/666eaa93201/8234c6e9-c387-442a-a2a5-1cef1f039646.jpg?ver=1525185081000) to locate your booth, receive real-time updates, and earn points. The top ten point earners will be entered into a raffle to win a prize.

**Breakfast/Lunch Details**

* May 9 – Gillette Stadium has provided coupons for Exhibitors to receive discounts at Patriot Place restaurants. Inquire at our Info Booths (#6).
* May 10 – Breakfast will be available by 7:30 a.m. at the Break Bars (#5), located in the center of the Exhibitor floor on the east and west sides.
* May 10 – Exhibitor box lunches will be available at noon at each of the two Break Bars.
* May 10 – The Gillette Stadium Concession Stand, located on the Exhibitor floor in the southeast corner, will be open from 9:30 a.m. until 2:00 p.m.

**Social Media**

Follow @Mass\_OSD on [Twitter](https://twitter.com/mass_osd) and [Instagram](https://www.instagram.com/mass_osd/) **#MASSBUYS2018**

**WiFi**

Connect to the WiFi Network: **Massbuys2018**

**Raffle**

OSD will not be holding a raffle at the end of the day on May 10 (Show Day). Exhibitors that host raffles at their booths will be responsible for delivering raffle prizes to winners. OSD is not able to announce winners using the Gillette Stadium public address system.

**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 9 - 10!**