



NAPEO's 2024 Annual Conference & Marketplace - JW Marriott Orlando, Grande Lakes Signs & Graphics Opportunities



Contact Nancy Benoudiz at nbenoudiz@napeo.org for questions

File Formatting & Submission

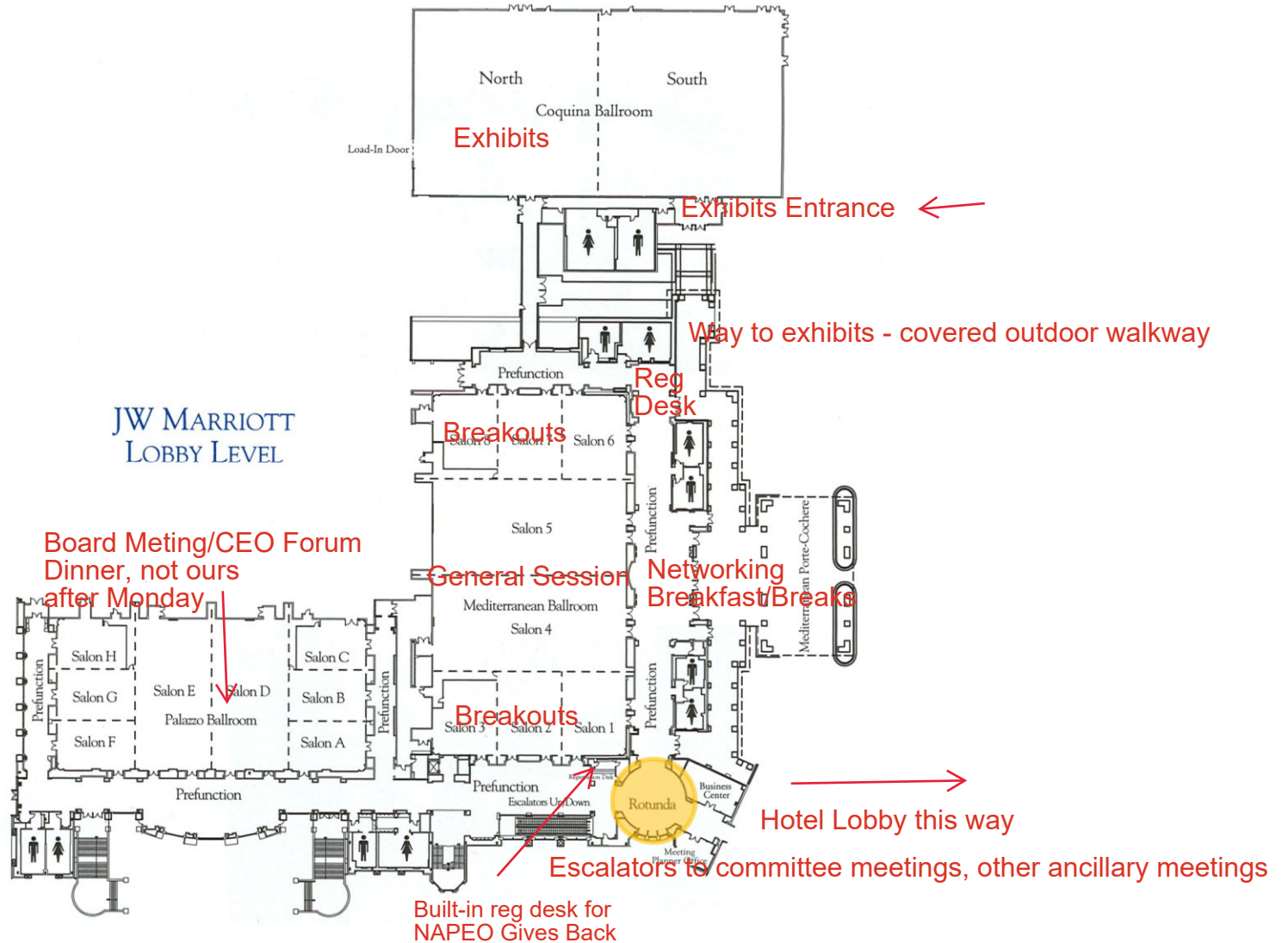
- We recommend all files be created in Adobe Illustrator so that they are vector based. When working in Illustrator, if using linked image files in the design, images should be 150dpi and flat (not layered PSDs) before saving and **submit as PDF's**.
- Make sure to convert all text to outlines and colors should be created in CMYK.
- Files should be submitted at actual size unless files are over 200 inches, then they need to be submitted at half-size.
- **Files should have no crop marks and no bleed.**
- Graphics requiring contour cutting must include vector cut lines, which will allow for precise printing and cutting.
- When saving files as PDF's please make sure to flatten all layers and deselect the "Preserve Illustrator/Photoshop Editing Capabilities" option in the Illustrator/Photoshop PDF Preset dialogue box when saving to reduce the PDF file size.
- **Please name the files as shown: CompanyName.Location (example: NAPEO.Rotunda1A)**
- **All files must be sent no later than Tuesday, July 30 by 5PM , a 10% late fee will be assessed if your files are not received by the deadline.**
- Files can be sent to Nancy directly as an attachment or can be submitted through a file sharing website, such as DropBox if using file sharing, **Send us an open link that does not require a login.**
- Please provide a mock-up of the graphics for installation upon file submission (and label that file "Mockup").

All finalized files and graphic production should be directed to Nancy Benoudiz at nbenoudiz@napeo.org on or before Tuesday, July 30, 2024 by 5PM ET

JW Marriott Conference Center

- ❖ **Rotunda Area** (Between hotel guest rooms, lobby, event space)
- ❖ **Mediterranean Area** (most of our events and General Sessions, networking breaks and breakout sessions)
- ❖ **Coquina Area -** (Marketplace Ballroom)
- ❖ **Med Porte-Cochere** (Covered walkway from the Registration Desk to our Marketplace)
- ❖
- ❖ Please note the hotel has been recently refreshed. The pictures do not reflect the new colors.
Digital Signage is available, if interested ask for more information and pricing.

Map



Rotunda Insets – Palazzo Hallway



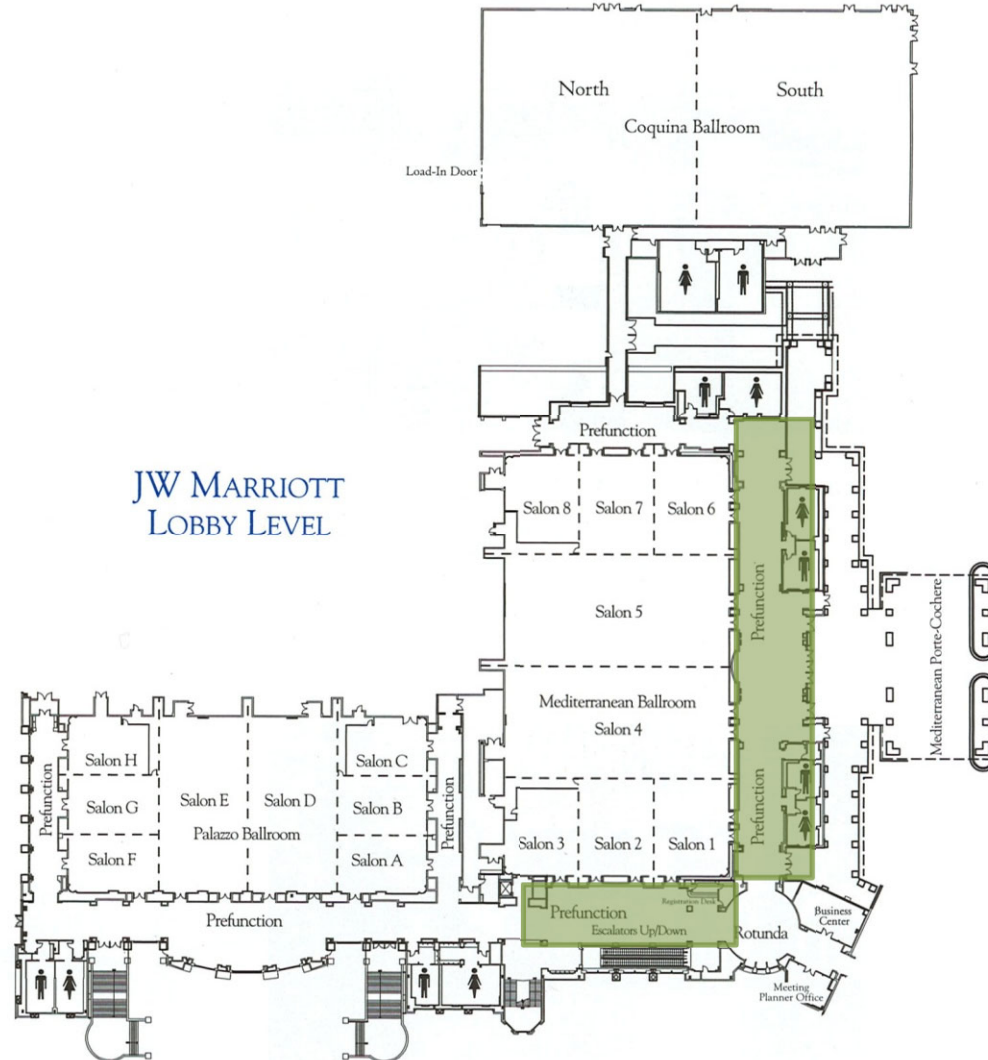
towards breakouts



****ALL HOTEL BRANDING AREAS ARE SUBJECT TO APPROVAL ON GROUP'S CONTRACTED SPACE****

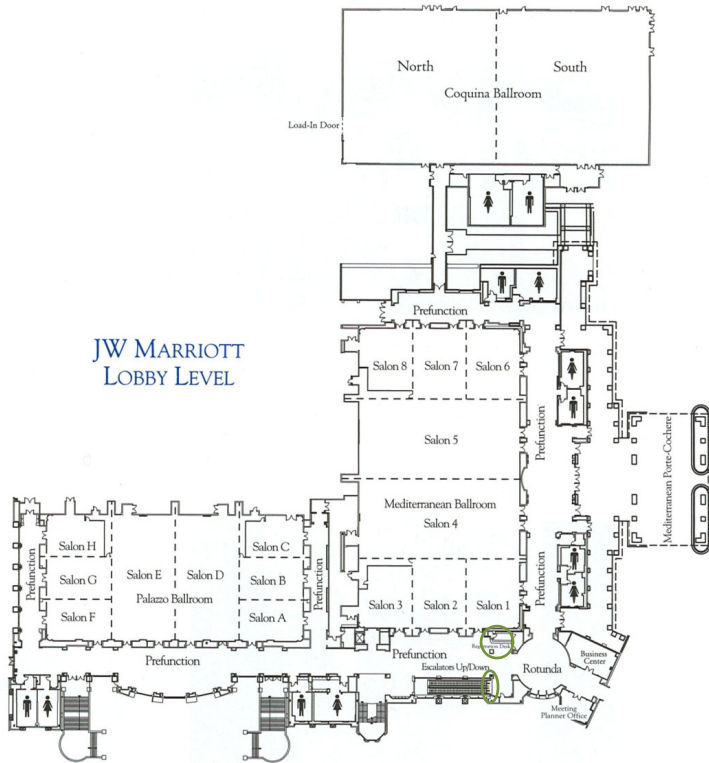
Mediterranean

(most of our events and General Sessions, networking breaks and breakout sessions)



Prime Locations Available

Mediterranean 4

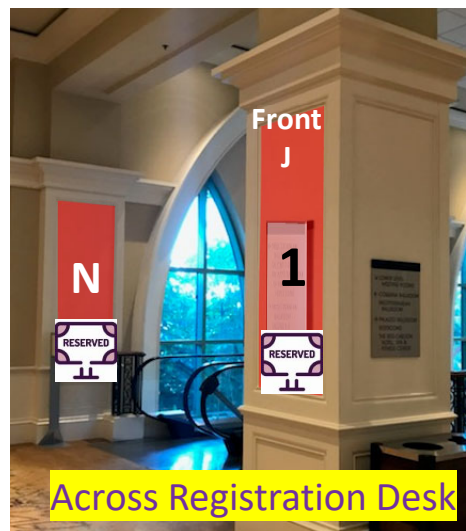


This is where our committee and breakouts will be, (not a super heavily trafficked area)

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This registration desk will be for NAPEO Gives Back

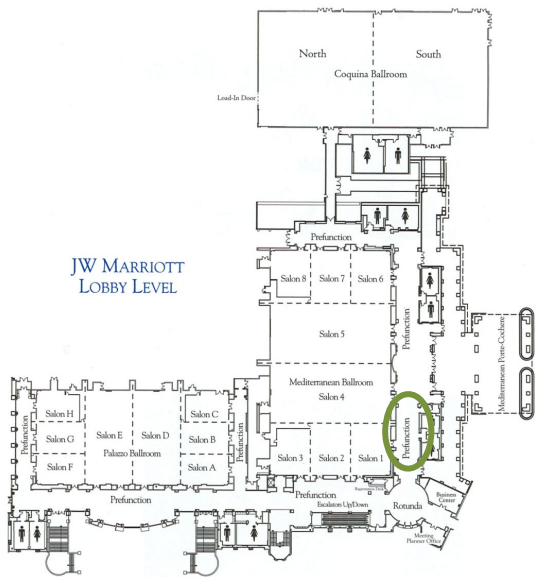


Escalators to committee meetings, other ancillary meetings

Across Registration Desk

Mediterranean 5

Prefunction area - on way to General Session, registration and exhibits



Prime locations!

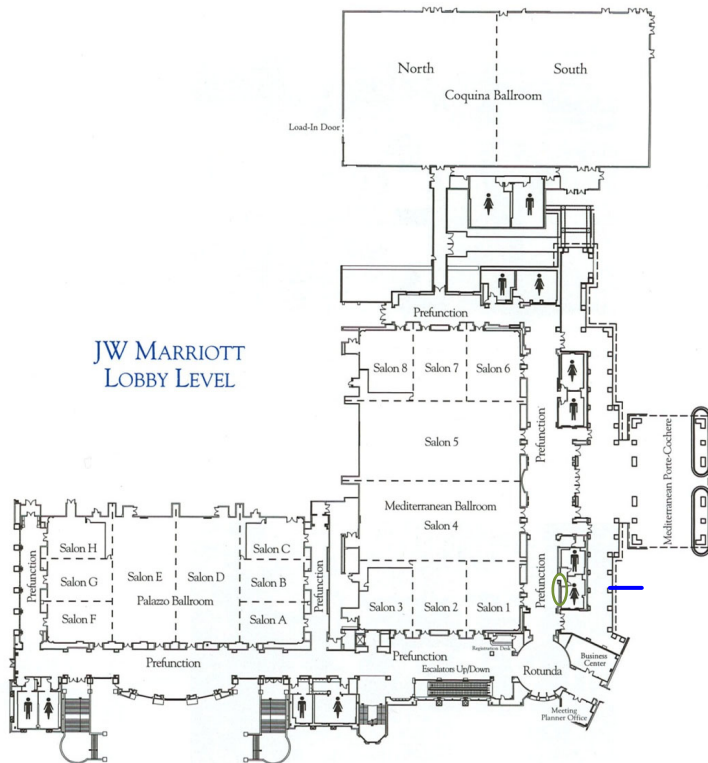
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***Note: E&F face inward, similar to B&C**

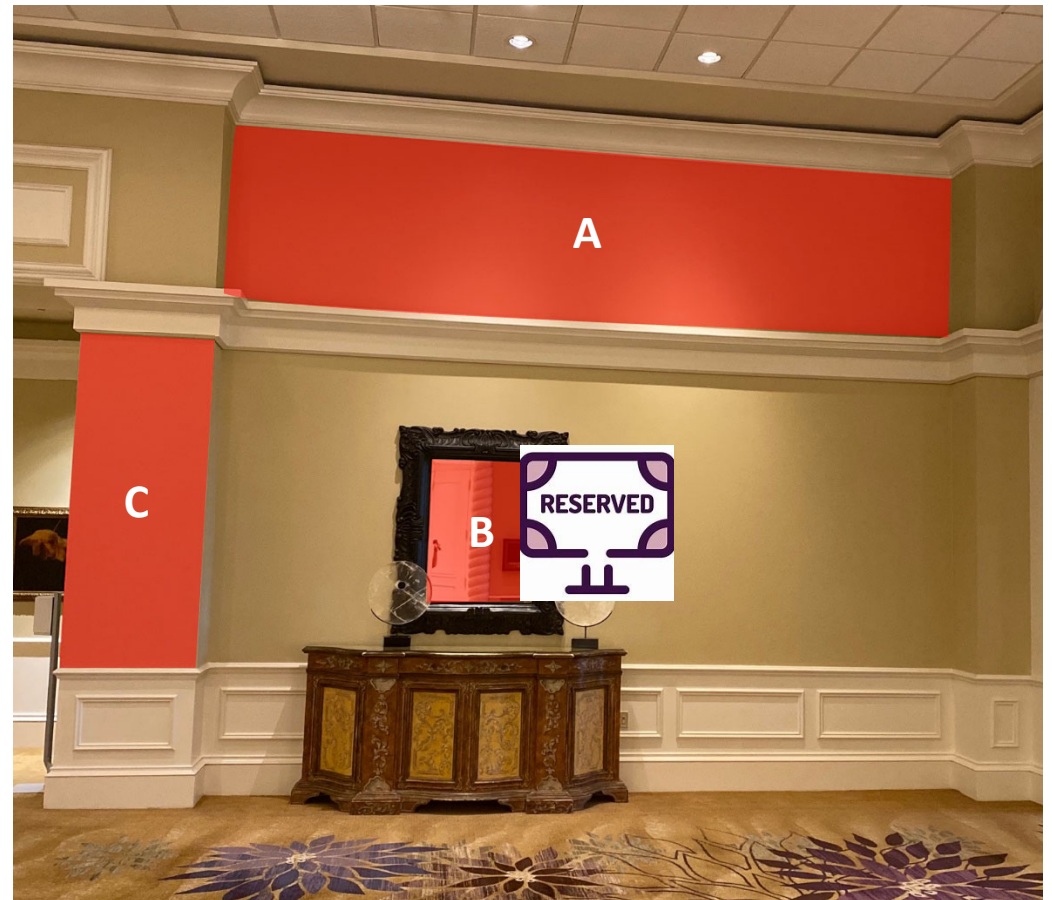
Mediterranean 6

Across from breakouts, one side of General Sessions



JW MARRIOTT
LOBBY LEVEL

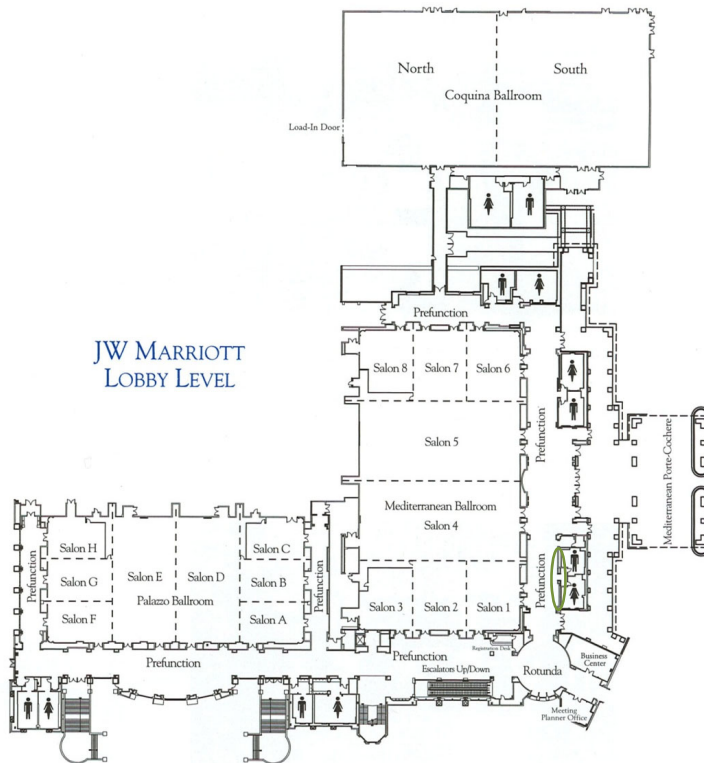
**Prime
locations!**



**** ALL HOTEL BRANDING AREAS ARE SUBJECT TO APPROVAL ON GROUP'S CONTRACTED SPACE ****

Mediterranean 7

Above one set of bathrooms for General Sessions and breakouts

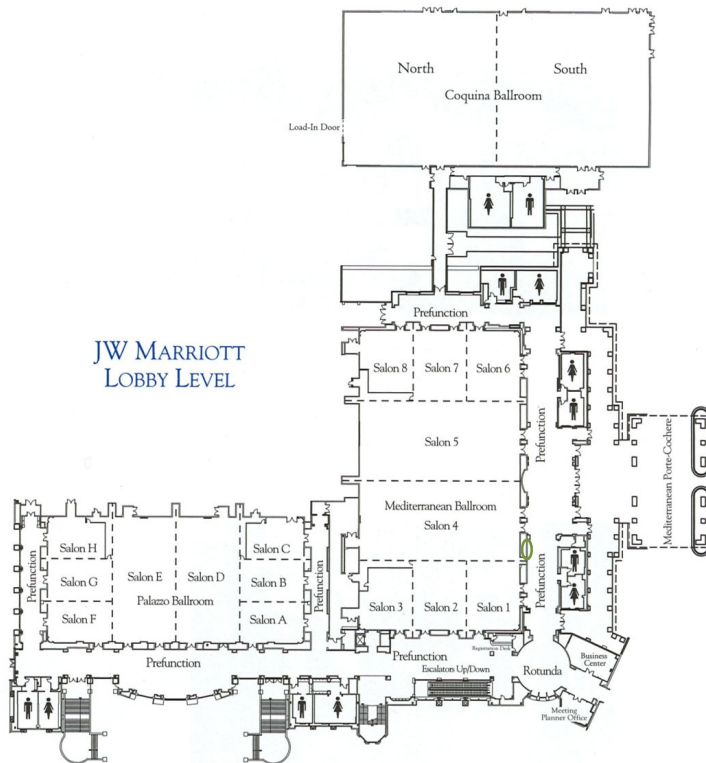


Prime Locations

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Mediterranean 8

By breakouts and side of General Sessions

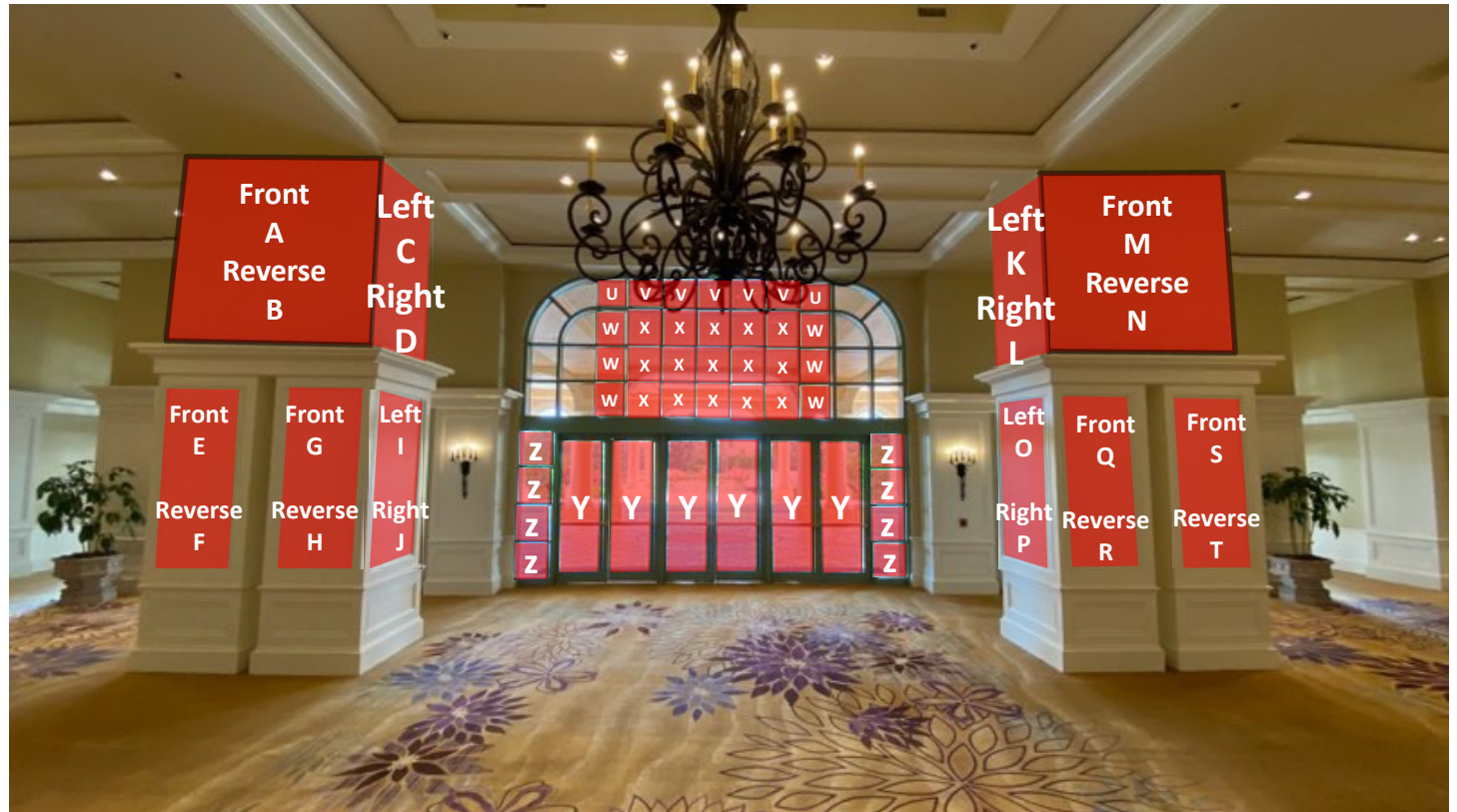
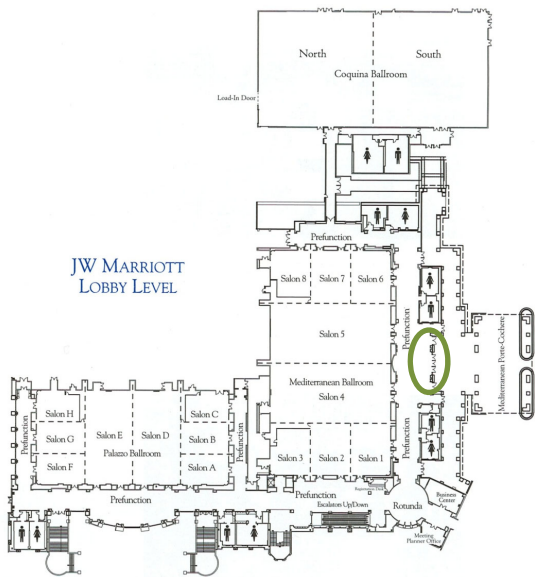


Prime Locations

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Mediterranean 12

Pre-function area where breaks will be held



To ensure the safety of everyone doors leading outside can only be printed on clear/transparent film

Break area,
can go out doors to
go to Marketplace -
(but not the
primary way to
access Marketplace

prime location
(general session
doors behind)

Prime Locations

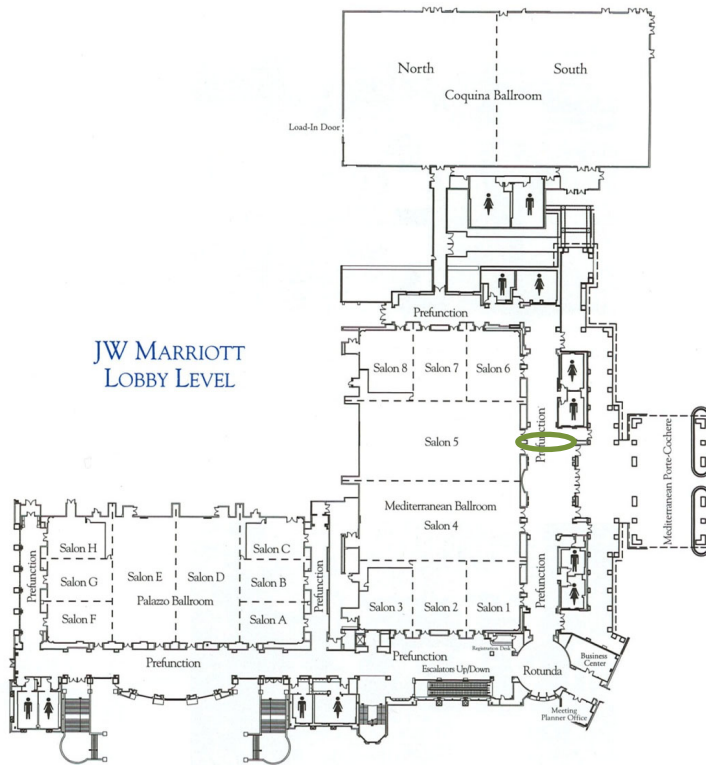


Reserved: 12E, G, J, O, Q, S, U, V, W, X and Ys

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Mediterranean 13

On way from General Session/breaks to other side of breakouts and registration desk



 All options on this page have been reserved

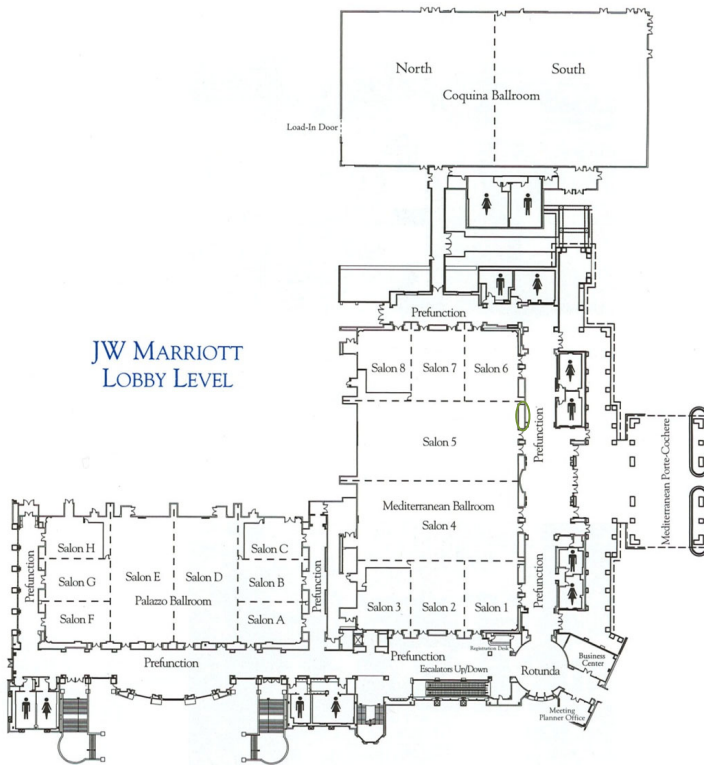
prime location - by General Session

Right is image from the previous page 20,
straight down hall behind 2nd arch is our registration desk.

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Mediterranean 14

Hall on way to reg and other breakouts, other side of GS doors

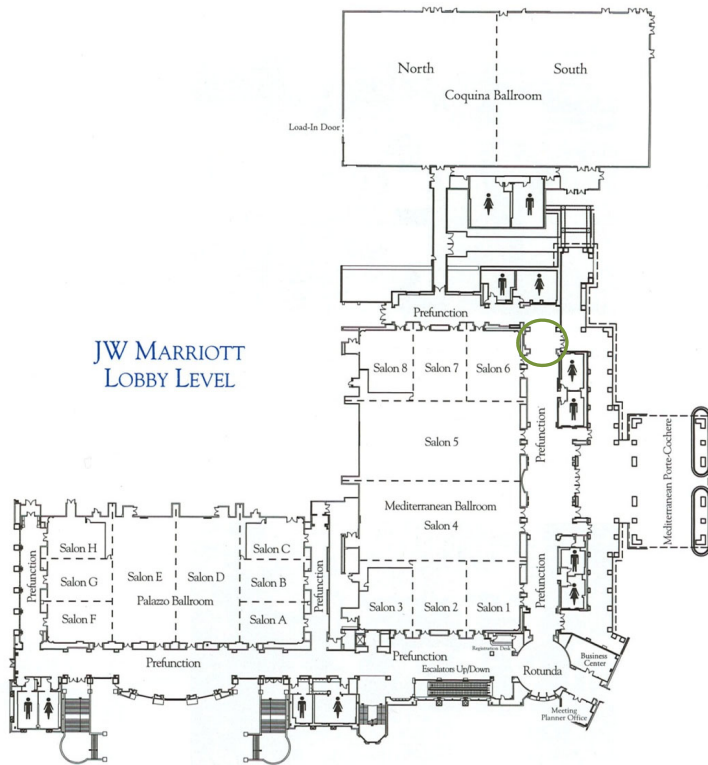


Prime Locations

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Mediterranean 15

Right before Registration desk



right before our reg desk

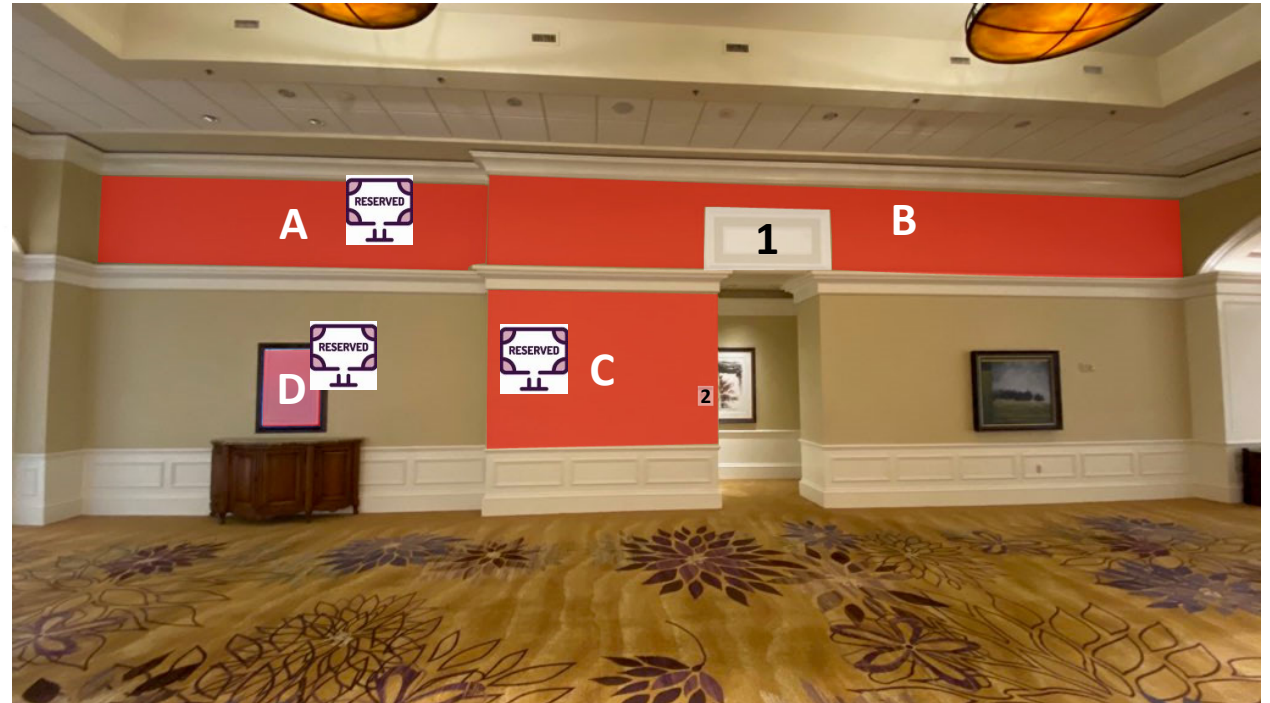
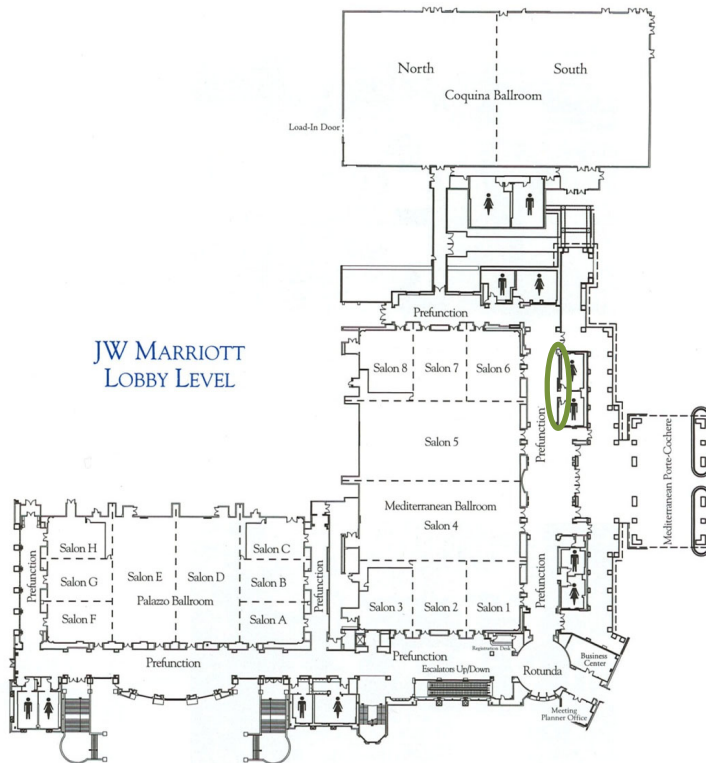
between F&C columns - are the doors leading out to the Marketplace

All spots on this page have been reserved

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Mediterranean 16

On wall outside second set of bathrooms that will be used by General Sessions and pre-function area - on way to registration desk

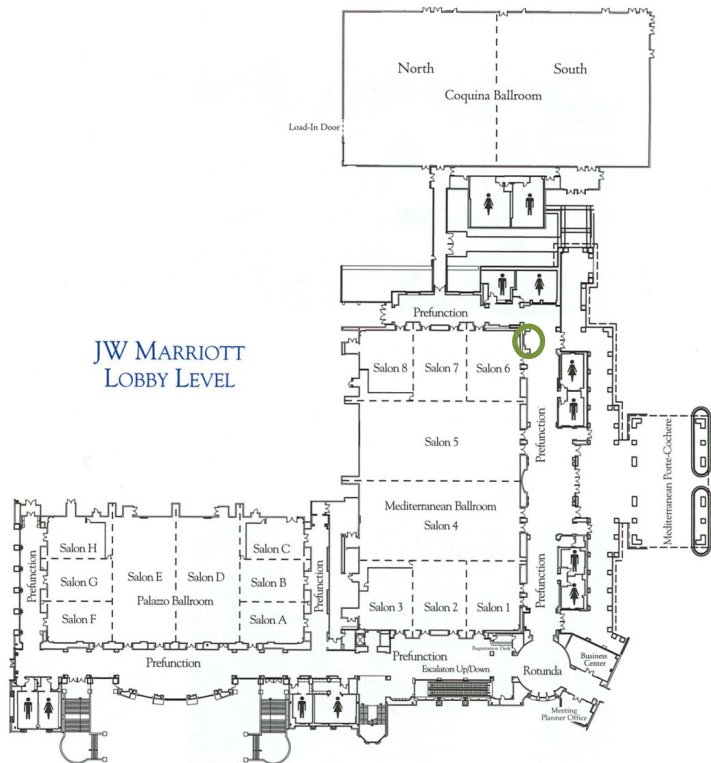


Prime Locations

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Mediterranean 17

Caddy-corner to Reg desk, outside a breakout



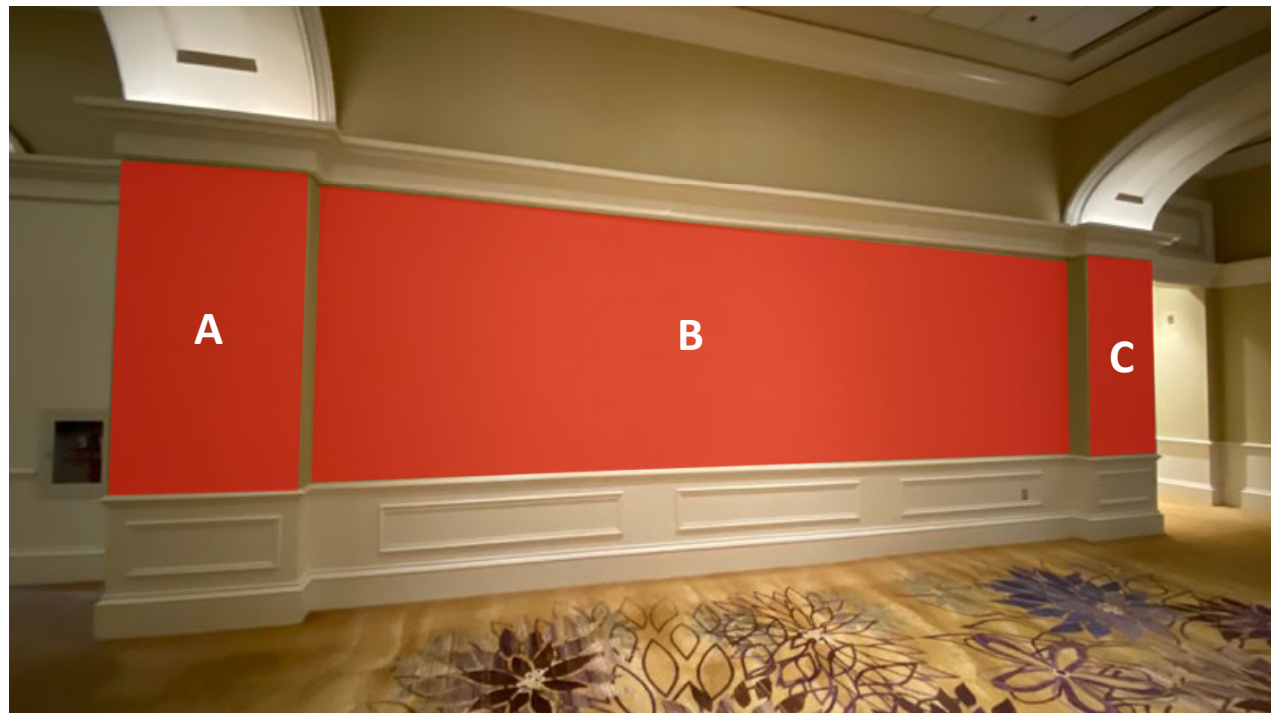
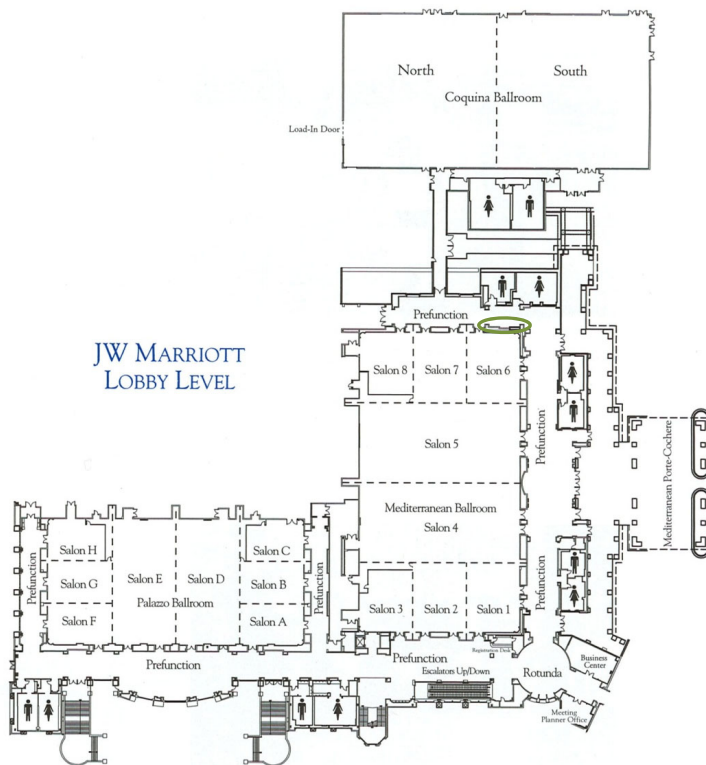
Prime Locations



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Mediterranean 19

wall in front of second set of breakouts

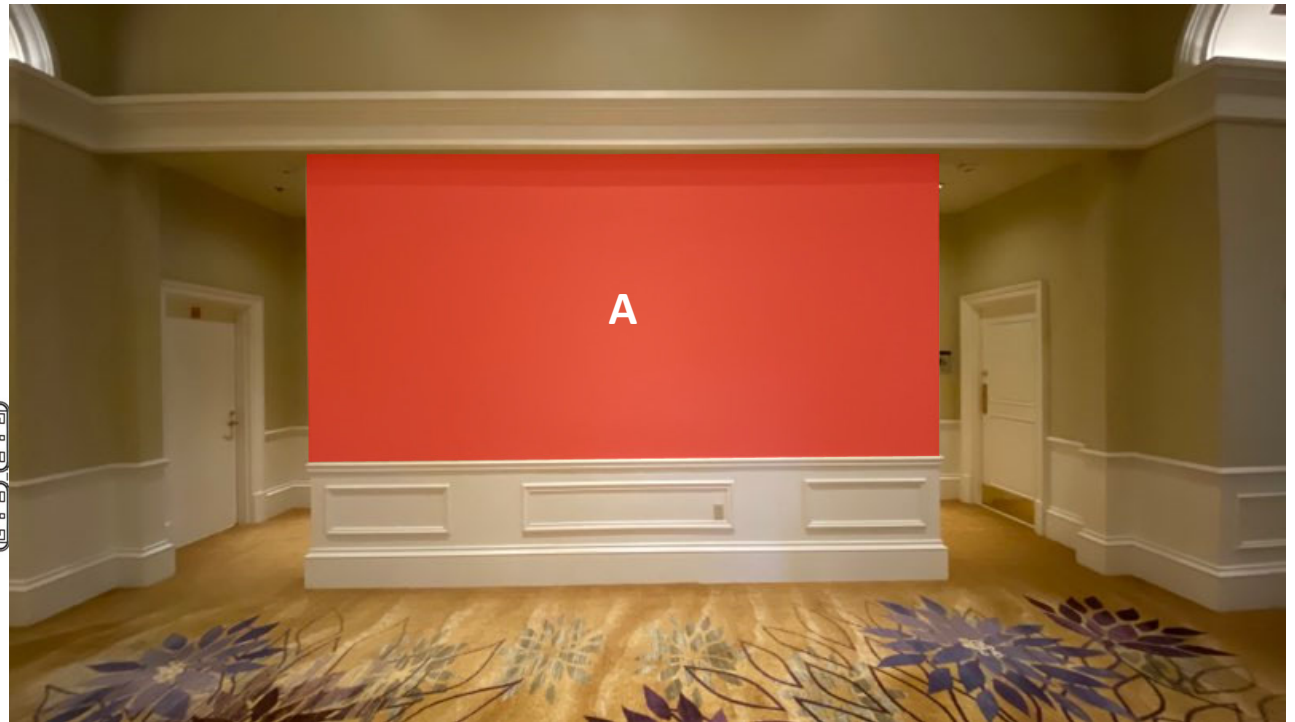
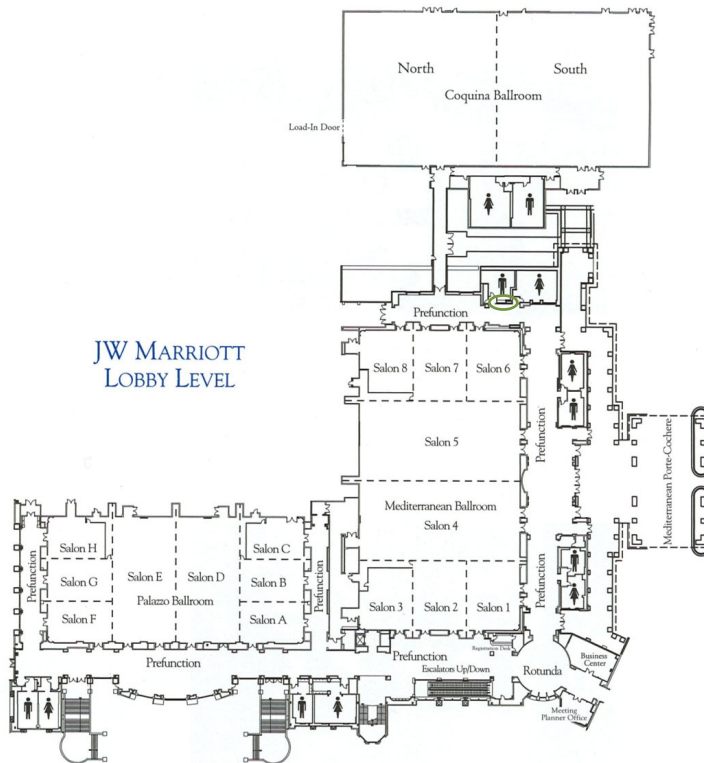


Prime Locations

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Mediterranean 20

By bathrooms where second set of breakouts will be

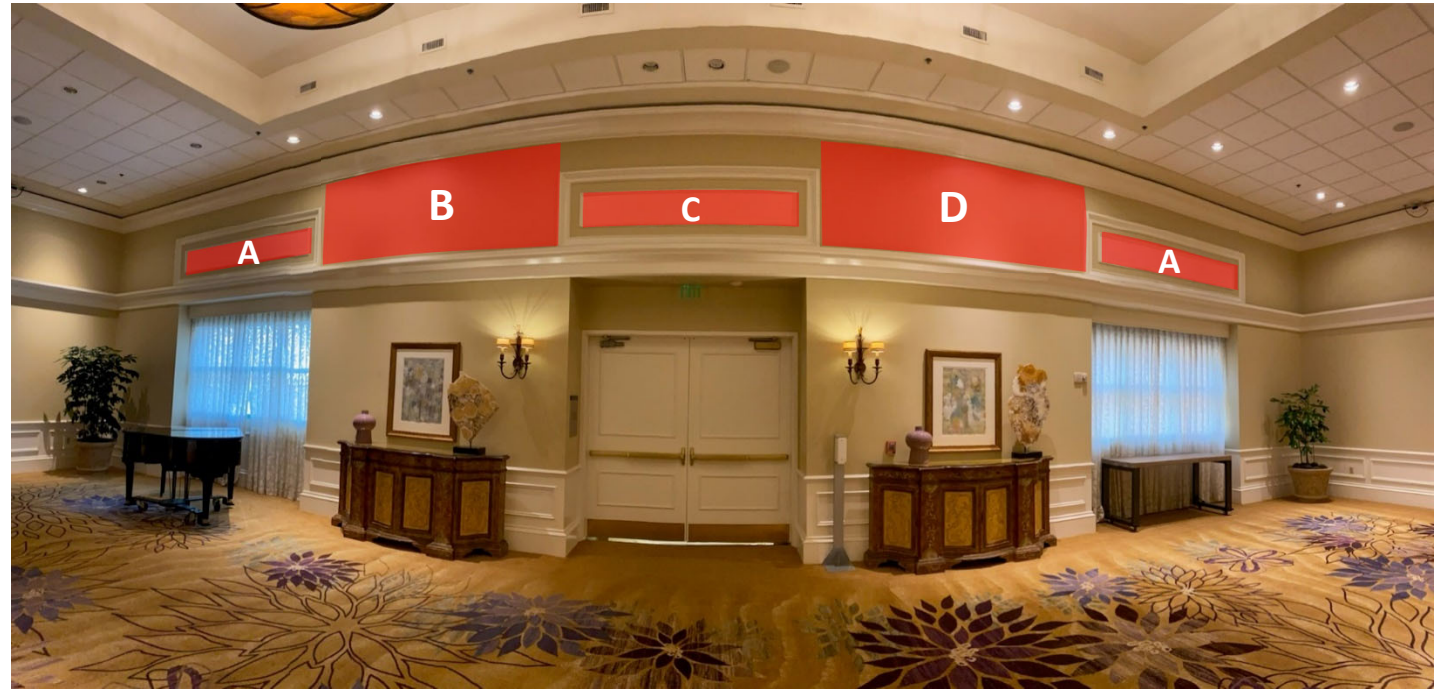
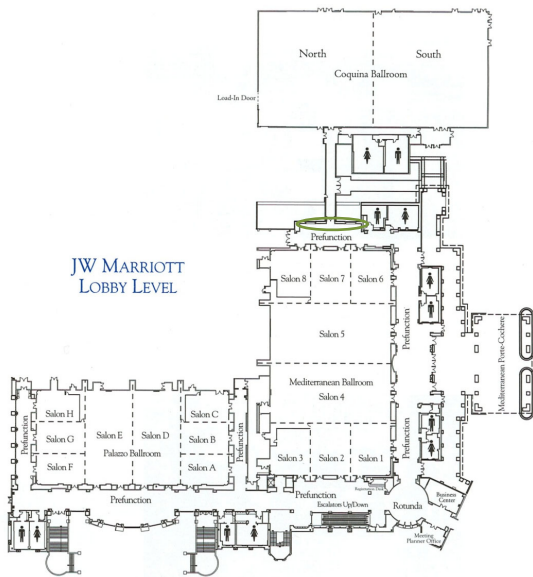


Prime Locations

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Mediterranean 21

Across hall from second set of breakouts

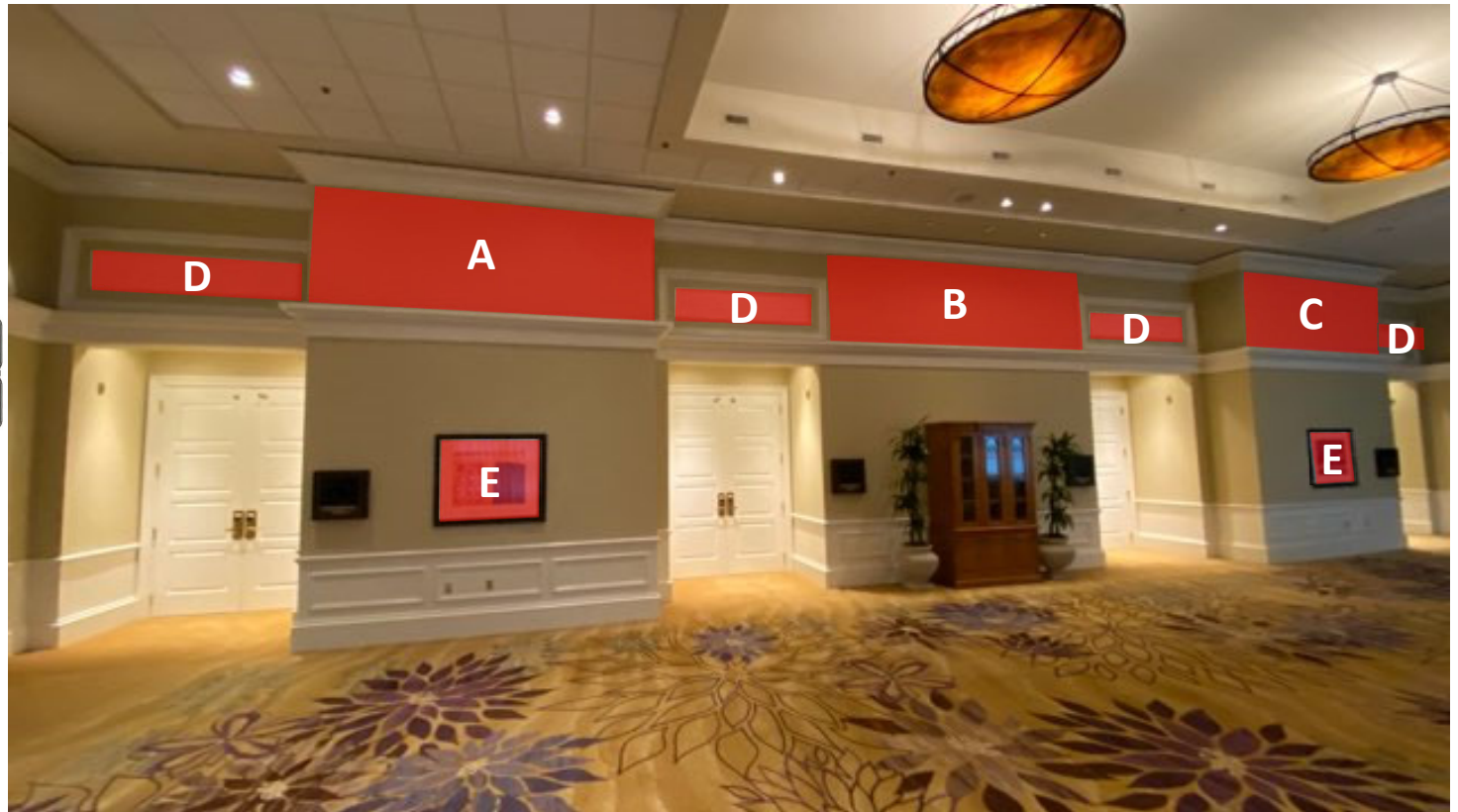
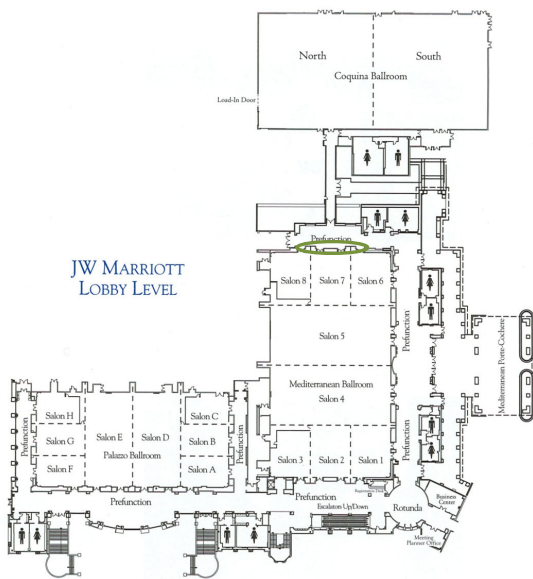


Prime Locations

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Mediterranean 22

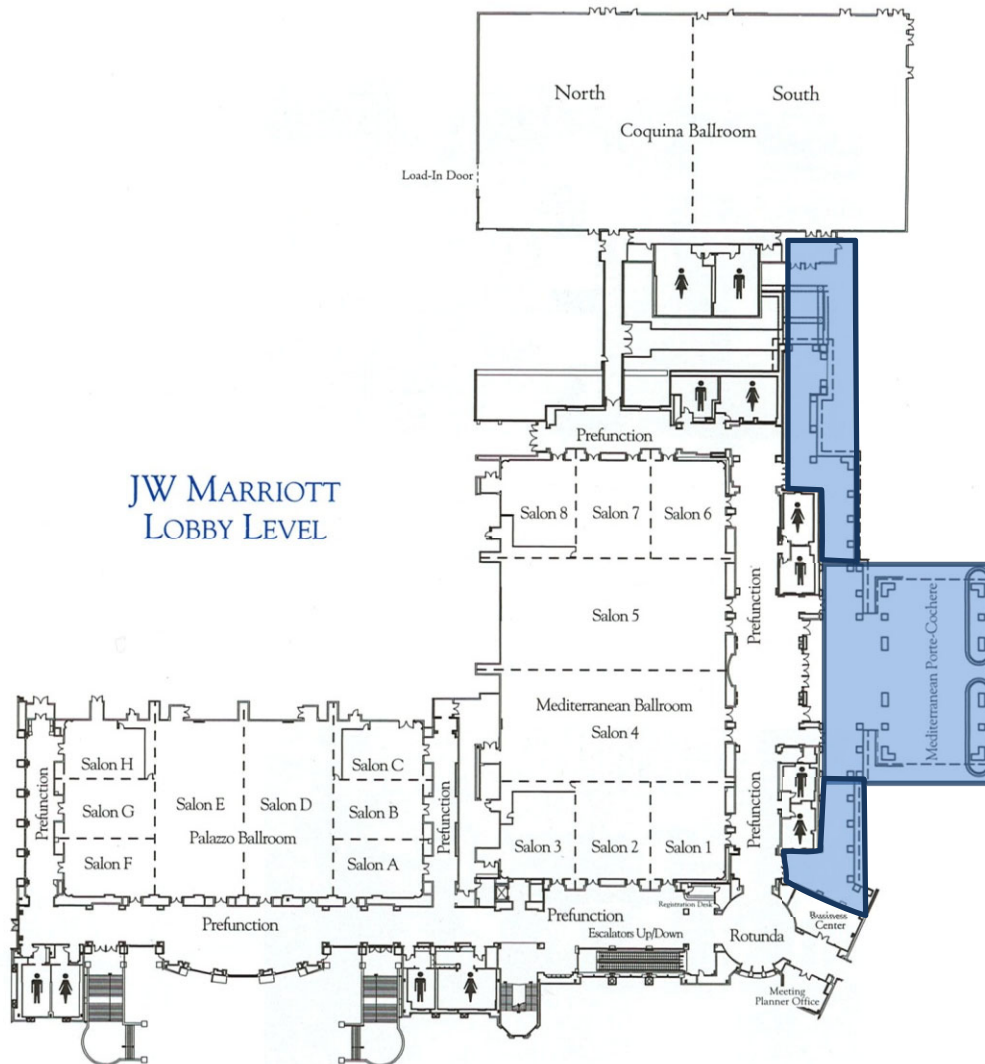
In front of second set of breakouts



Prime Locations

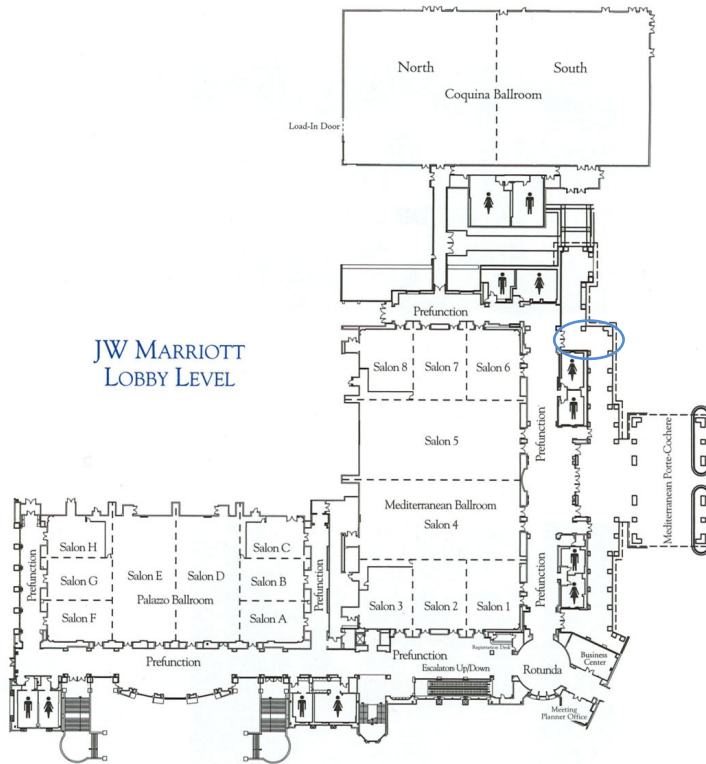
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Med Porte-Cochere



Med Porte-Cochere 5

Outdoors, but will use this area to get back and forth from exhibits to where registration is located



To ensure the safety of everyone doors leading outside can only be printed on clear when covering the entire door

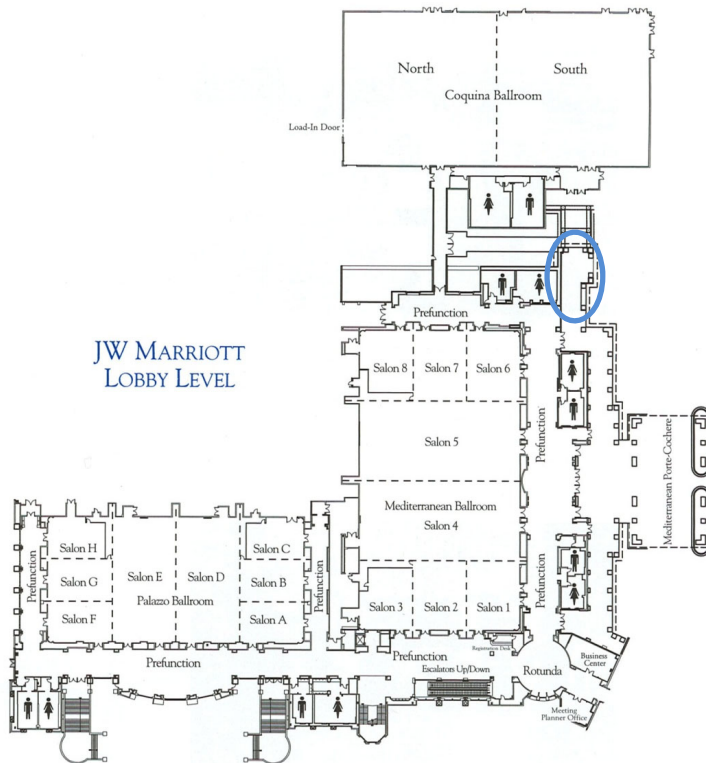
Doors leading into the registration area, and also walk out of to go to the Marketplace, which is on the right

**columns available
(doors will feature NAPEO branding)**

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Med Porte-Cochere 6

Covered walkway down to exhibits from registration



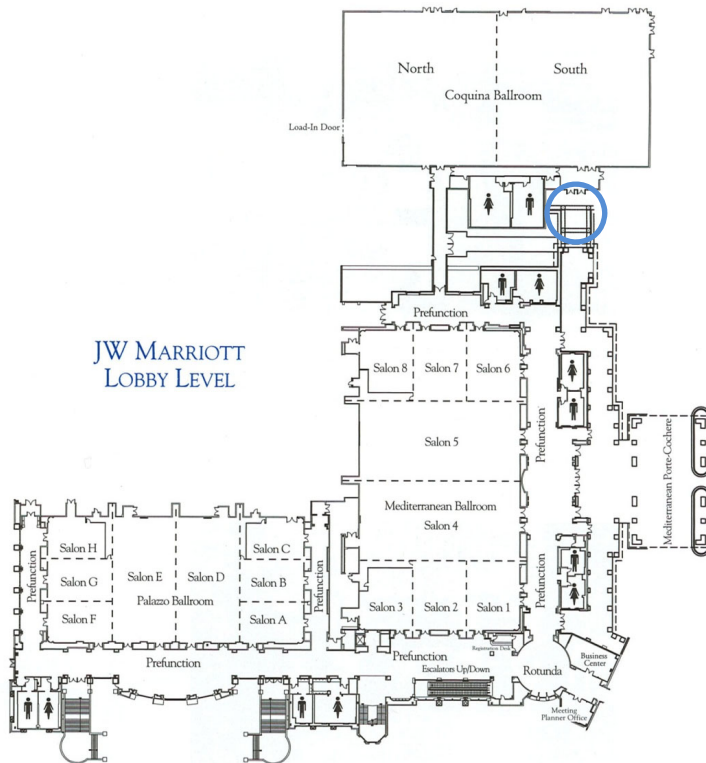
NOTE: Location C is limited to time of year due to weather. Area is not recommended during months with high humidity/heat levels.

Columns available (not doors)

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Med Porte-Cochere 7

Entrance to Exhibits - NAPEO to brand a



To ensure the safety of everyone doors leading outside can only be printed on clear when covering the entire door

NAPEO to brand the Doors

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