



Tech Summit 2026 Supplier Info & Q&A

DATE: NOVEMBER 9-11 LOCATION: JW TURNBERRY, MIAMI, FL

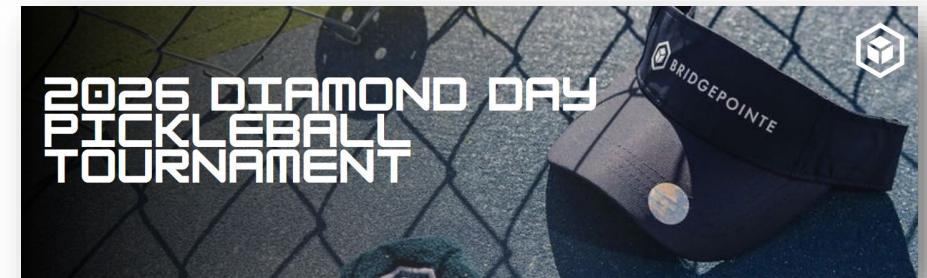
Agenda

- **EVENT TIMELINE**
 - ARRIVALS/DEPARTURES
 - PLATINUM, DIAMOND, GOLD EVENTS
 - HIGH LEVEL STAGE AND BREAKOUTS
- **EVENT WEBSITE**
- **REGISTRATION PROCESS**
 - FINAL CUTOFFS
 - SPEAKERS AND EXTRA ATTENDEES
- **EXHIBITOR PORTAL**
 - ACCESS TO PORTAL & DELIVERABLES TRACKING
- **SUPPLIER FAIR**
 - DATE & TIME
 - SHIPPING
 - TABLE LAYOUT
 - ONSITE PREP
 - SWAG
- **Q&A**

Event Timeline

ARRIVALS/DEPARTURES

- **Platinum & Diamond** sponsors – arrival expected on Sunday November 8th.
 - **Diamond Pickleball tournament** begins at **9:00AM Monday November 9.**
 - **Platinum Event** begins at **3:00PM Monday**
- **Gold, Silver & Bronze** sponsors – arrival expected on **Monday November 9th.**
 - **Welcome Reception for all at 6:30pm.**
- **Summit Mainstage opening begins at 8:50AM Tuesday November 10.**
- **Breakouts**
 - **Gold Sponsors** slated for **breakout engagements** – these will occur **Tuesday after lunch** – divide and conquer – **Supplier Meeting** is at the **same time!**



Event Website

Website & Events App.

- All agenda, updates and information is available and updated **event website.**
- **EVERYONE NEEDS TO DOWNLOAD THE BPT EVENTS APP. >>>>>>>>>>**



Agenda
Every level mapped out.

All Sessions (49)

Sessions Speakers My Sessions

Sunday
Nov 8
4:30 PM
(EDT)
Equity Partner Happy Hour: Cocktails & Catchup
4:30 PM - 5:45 PM Palmetto 8
Networking & Functions 75 Minutes Bridgepointe Attendees

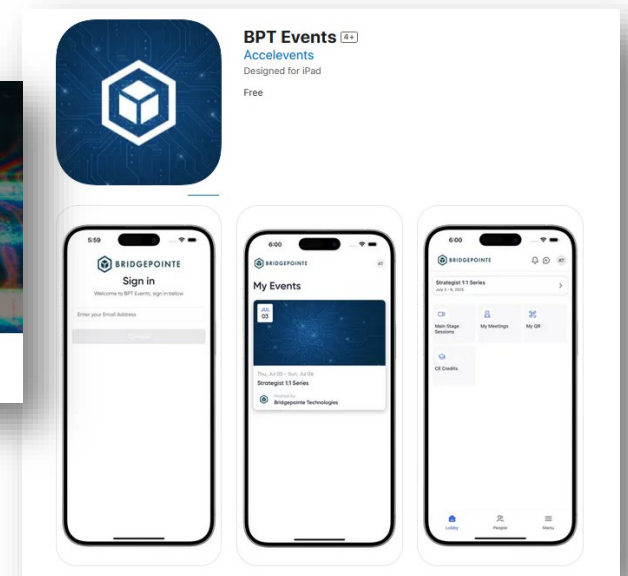
Connect with fellow Equity Partners over drinks and conversation in a relaxed setting. Raise a glass, grab

Sunday
Nov 8
6:00 PM
(EDT)
Equity Partner Meeting
6:00 PM - 7:15 PM Palmetto 5
Breakout 75 Minutes Bridgepointe Attendees

Connect with fellow Equity Partners to discuss key updates, priorities, and what's ahead.

Sunday
Nov 8
7:15 PM
(EDT)
Equity Partner Dinner Event: Knives Out, Forks In
7:15 PM - 9:45 PM Magnolia Courtyard
Networking & Functions 150 Minutes Bridgepointe Attendees

Add to My Schedule



Registration

Registration & Timelines

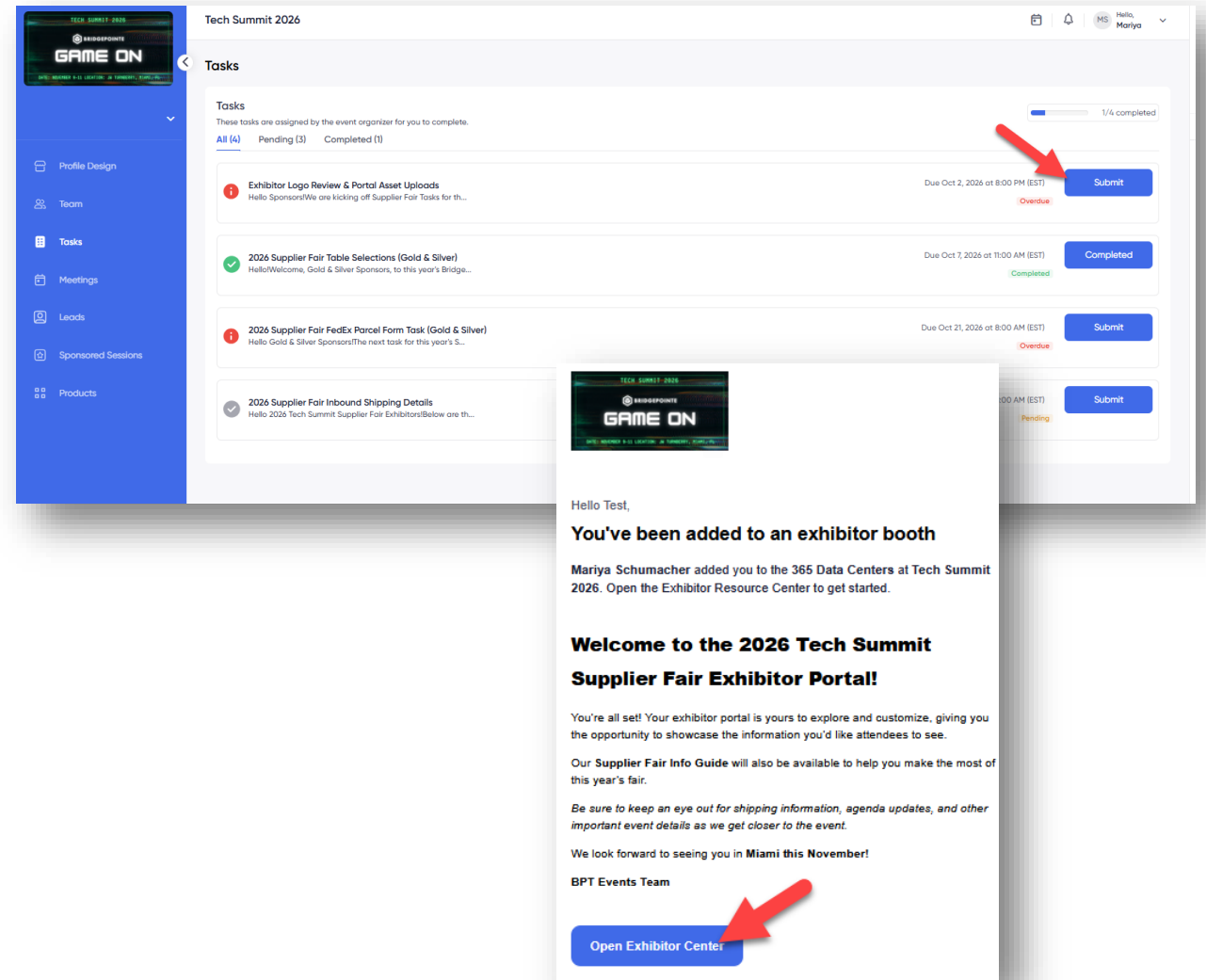
- **Registration is closing at 11:59pm PST ! - But we know things happen!**
 - **Email our team** and let us know who needs to be registered if net new or who is swapping attendees.
 - **Please keep name swaps to a minimum** - we **are credentials today!**- extras name badges will be available - no one wants their name with a sharpie...
- **Expectations**
 - Those awaiting **speaker** guidance → You should already be engaged with your moderator(s) - *if you haven't been please e-mail techsummit@bpt3.net today!*
 - Those requesting **extra spots** - until we reach **90% registration** (we're at 80%) - no spots will be offered.



Exhibitor Portal

Exhibitor Portal

- **AT LEAST 1 onsite attendee** needs to be registered in the portal and as a Supplier Fair contact
 - Additional or **marketing only contacts** can be added – email techsummit@bpt3.net
- **All tasks are listed with deliverable timelines**
 - You will be notified several times via email if you are an Exhibitor Contact
 - **7 days, 5 days, 3 days and 1 day** before a task is due
 - If you don't want these emails – mark task as complete!



Exhibitor Success Guide

This year's **Exhibitor Success Guide** will be posted on the event site & will be emailed to you.

THE GAME IS ON

We're bringing GAME ON to life with an interactive experience that encourages attendees to connect with suppliers, earn tickets, and redeem prizes throughout Tech Summit.

HOW IT WORKS

All attendees, including suppliers, start with 50 tickets when they check into Tech Summit and have opportunities to earn more throughout Tech Summit through event activities.



PRIZE REDEMPTION

Attendees can exchange earned tickets at the Prize Counter for nostalgic games, merchandise, and premium tech prizes

WATCH FOR GOLD
Golden coins worth 100 tickets will be in play throughout Tech Summit. Keep an eye out for opportunities to earn one!

NOW YOU CONTROL THE GAME

During the Supplier Fair Bonus Round, suppliers have the opportunity to award additional tickets to Bridgepointe attendees through booth visits.

SUPPLIER FAIR BONUS ROUND

STRATEGISTS WILL COLLECT BADGES FROM YOU TO WIN TICKETS

VISIT 20 REDEEM 25 TICKETS	VISIT 30 REDEEM 50 TICKETS	VISIT 40 REDEEM 75 TICKETS	PLUS, A SCHEDULE ENTRIES FOR A CHANCE TO WIN THE GRAND ROUND GRAND PRIZES
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YOUR ROLE AS A SUPPLIER

Each supplier receives star stickers.
Engage with attendees visiting your booth.
Place one sticker on each attendee's Supplier Fair game card.
Encourage attendees to continue collecting stickers to reach their next milestone.

2026 TECH SUMMIT EXHIBITOR SUCCESS GUIDE



Thank you for supporting the 2026 Tech Summit!
This guide is designed to help you get the most out of your sponsorship experience—from networking and exhibiting to navigating private events and using our new BPTEvents App.

11.11.2026

2:30 PM - 4:45 PM
Majestic Ballroom 4B



Download the BPT
Events & Sign in
using the email
associated with your
Tech Summit ticket.



SHIPPING & PACKAGE HANDLING

Inbound & Outbound Charges

- Each supplier must fill out the FedEx form no later than September 30.
- If the designated contact is **staying onsite**, charges can be billed to the guest.
- If the designated contact is **staying offsite**, a credit card must be provided.

FEDEx FORM

Failure to submit this form by October 30, you will need to pick up your packages at the FedEx office onsite on our own.

Shipping Instructions

A limit of 5 boxes per supplier will be enforced.

All tracking information must be sent to the Bridgepointe team no later than October 20*. Submit your tracking information below:

SHIPMENT TRACKING

Name, Company Name, and Phone Number
c/o FedEx Office at JW Marriott Miami Turnberry
19999 West Country Club Drive
Aventura, FL 33180
For Bridgepointe / Nov 9-11 Summit
Box ___ of ___

Arrival Window

Shipments should not arrive before October 17 or after October 20th to avoid additional fees.

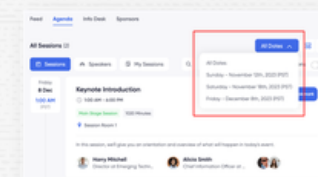
Outbound Shipping

Please remember to bring prepaid return shipping labels with you or include them in your inbound packages. Packing supplies will be available, and boxes can be purchased at the FedEx office.

- We will not arrange outbound shipping on your behalf.
- Teardown begins at 4:45 PM on Wednesday, November 11
- All items must be packaged, sealed, and ready for pickup by 6:00 PM.
- Unclaimed or unpackaged items after this time will be discarded.

Navigating the Agenda

- Go to the Agenda tab in the app.
- Use filters to sort sessions by day, track, or topic.
- Tap on a session to view details: speakers, time, location, and description.
- Add sessions to My Agenda to create your personal schedule (accessible from your profile or the Agenda tab).

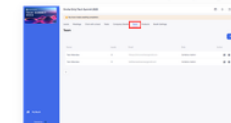


Stay Informed

- Push Notifications:** Allow notifications in the app to receive real-time updates from organization.
- Announcements Tab:** important event-wide updates.
- Direct Messages:** Connect with other attendees and speakers.
- Help Desk:** We will have a help desk provided in the agenda.

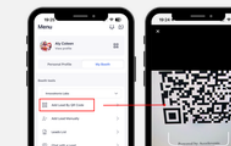
Add your team (Team tab)

- Exhibitor Admins: can edit booth settings + capture leads.
- Lead Retrievers: can capture leads only.
- Both roles appear in your booth with chat/meeting icons.



Add Leads

- Add Lead By QR Code** - This allows you to scan the attendee's QR code, showing the attendee's information on your screen. From that screen, you can edit the information and save it.
- Add Leads Manually** - This opens a page where you can add and save the attendee's information.



Manage leads

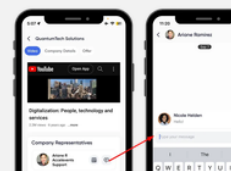
(Leads tab + in-app)

- In the portal: download all leads or add manually.
- In the BPT Events app: capture leads via QR code scan or manual entry.



Chat

- For in-person events, you cannot initiate messages—attendees must reach out first.
- Reply from your app inbox under Direct Messages.



Supplier Fair

Supplier Fair

- **When/Where**

- Wednesday November 11
- **2:30-4:45PM**
- Majestic Ballroom (4-8)

- **Setup**

- **Setup begins at 1:00PM**
- Limited booth items
- **No electric components**
 - **Banners** - YES
 - **Cloths** - YES

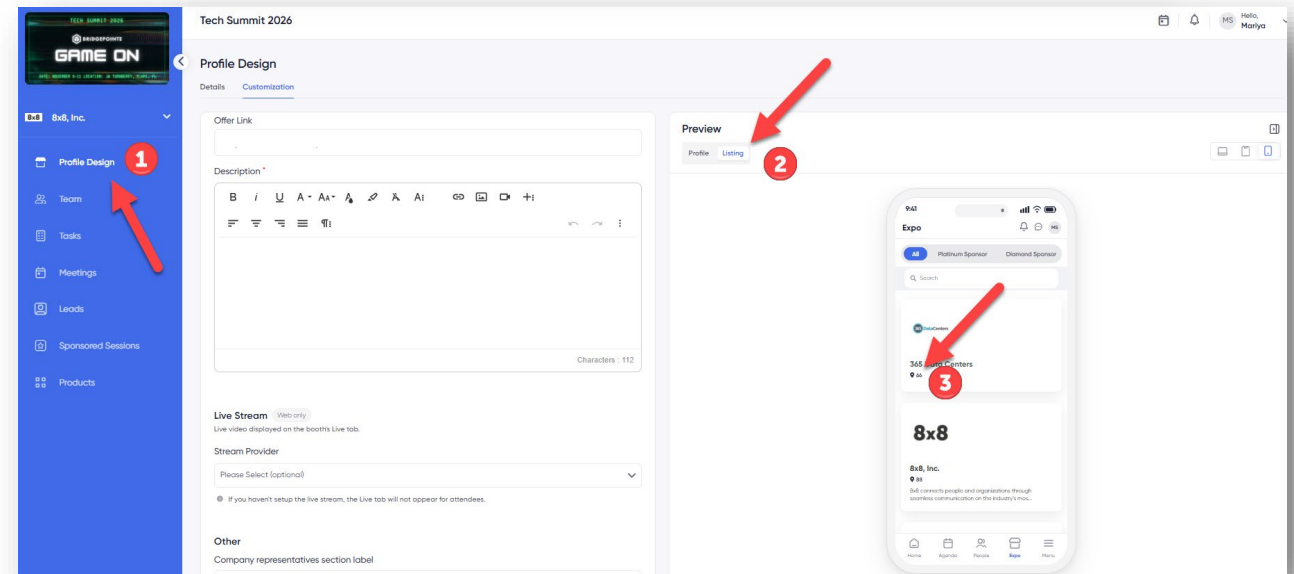
- **SWAG**

- Expecting 220 Bridgepointe
 - Limit SWAG to less but better!

- **Table Assignments**

- **ALL Tables are assigned!** - The map is available on the event site, and in the Exhibitor Guide.
- **Locate your table number** in the exhibitor portal as follows:
 - **Profile Design → Customization → Preview → Listing**

Bar, Snacks & MANY PRIZES!



Supplier Fair: Shipping

- **Inbound Shipments**

- **Guidelines**

- Please follow the **task process** in the Exhibitor Portal!
 - Inbound authorization needs to be submitted to techsummit@bpt3.net
 - **DO NOT put a remote signee** unless they will be onsite as it **requires a room check-in.**
 - Maximum **5 boxes per supplier (shipped)**
 - **Earliest arrival** is **November 1st**
 - **Latest arrival** is **November 8th**
 - **Submit your shipment information for November 8th**
 - Includes tracking IDs, shipping vendor etc.
 - *If something gets lost – we can help!*
- ***If you choose to not ship – let us know!**

FedEx Office Parcel Management Services Guest Charge Slip

Guest Full Name: _____ Cell #: _____ Event Name: _____

Requested By (select one): ☐ In Person ☐ By Phone ☐ Email (retain) Hotel Personnel (name): _____

Authorization to Charge to Guest Room Folio or Master Account

The signee below authorizes all charges for services provided. Select One: ☐ Master Acct. #:

Signature: _____

☐ Package Delivery ☐ Package Pickup

Location: _____ Date / Time: _____

HPOS/OTP Posting Date: _____ Amount: _____

Qty	Package Weight	Guest Price In The \$
INBOUND	Envelopes up to 1 lb	50127 -
	0.1 - 1.0 lb	50127 -
	1.1 - 10.0 lb	1359 - \$
	10.1 - 20.0 lb	1360 - \$
	20.1 - 30.0 lb	1361 - \$
	30.1 - 40.0 lb	1315 - \$
	40.1 - 50.0 lb	1318 - \$
50.1 - 60.0 lb	51083 - \$	
60.1 - 150.0 lb	51084 - \$	
Pallets & Crates	1370 - \$	

Qty	Package Weight	Guest Price In The \$
OUTBOUND	Envelopes up to 1 lb	51085 -
	0.1 - 1.0 lb	51085 -
	1.1 - 10.0 lb	1358 - \$
	10.1 - 20.0 lb	1355 - \$
20.1 - 30.0 lb	1356 - \$	

Section 1 of 6

2026 Supplier Fair Inbound Shipments

Please submit your tracking information **no later than November 5, 2026**

REMINDERS:

- SHIPMENTS CANNOT ARRIVE PRIOR TO NOVEMBER 1ST OR AFTER NOVEMBER 8TH.
- ***Shipments that arrive prior to November 1st will incur additional holding fees.
- LIMIT 5 TOTAL PACKAGES PER SPONSOR

Name, Company Name, Phone Number
c/o FedEx Office at JW Marriott Miami Turnberry
19999 West Country Club Drive
Aventura, FL 33180
Bridgepointe Summit Nov 9-11

Task Details

2026 Supplier Fair Inbound Shipping Details

Due by: Nov 8, 2026 at 8:00 AM (EST)

Status: Pending

Description: Hello 2026 Tech Summit Supplier Fair Exhibitors!

Below are the details for inbound shipping to this year's Supplier Fair. This information matches last year's process and can also be found on the Inbound Shipments form.

This form is mandatory for every exhibiting supplier shipping items to the JW Turnberry. The only exception is suppliers hand-carrying their items on-person (no shipping involved). If you already submitted a FedEx Parcel Room Charge form, this step is also required.

IMPORTANT NOTE: Providing tracking IDs, box counts, and shipper info allows our team – along with the onsite FedEx and JW teams – to confirm your packages are accounted for and flag any issues before you arrive.

Deadline to submit tracking information: November 8, 2026

IMPORTANT REMINDERS:

- Shipments cannot arrive before November 1st or after November 8th.
- Shipments arriving before November 1st will incur additional holding fees.
- Limit: 5 packages per sponsor.

Shipping Address Format:
[Your Name], [Company Name], [Phone Number]
c/o FedEx Office at JW Marriott Miami Turnberry
19999 West Country Club Drive
Aventura, FL 33180
Bridgepointe Summit Nov 9-11
Box ____ of ____

LINK TO SUBMIT YOUR TRACKING INFO.

A Few More Reminders:
Return shipping will be covered in a separate task – you'll either send us prepaid labels in advance, confirm you're bringing your own, or include them in your inbound

Mark as complete Close

Supplier Fair: Shipping

- **Outbound Shipments**

- You have **3 options** for your **prepaid labels**
 - **OPTION 1:** Send us your return labels before **November 10th** and we'll print and place them at your table during setup.
 - **OPTION 2:** Bring a pre-paid label with you **OR** pack in your inbound shipments
 - **OPTION 3:** Source label onsite
- **Other vendors**
 - You can have prepaid labels from **other shipping vendors** such as UPS, DHL, etc. FedEx is preferred as they are onsite, but they will work with other vendors to schedule pickups.

!!! IMPORTANT REMINDER !!!

ALL ITEMS MUST BE **PACKED, TAPED, WITH LABELS AFFIXED** OR ON TOP OF THE BOX(ES) BY **6:00PM** FOR PICK UP.

*Any items that remain opened, **without labels**, or any information on return shipping details, **will be discarded**.*

Q&A