



**DUE NO LATER THAN FEB. 1, 2023: Please complete & submit the online OUUG 2023 SPONSOR FORM using this link <https://form.jotform.com/ouug/2023>**

*First, thank you very much for your generous support and participation! As a user-managed, user-funded customer community group, this 14<sup>th</sup> Annual Oracle Utilities Users OUUG 2023 Conference would not be possible without your support & sponsorship! Below are some guidelines for those of you participating at the Vendor Night Welcome Reception & Expo, conference sessions, as well as other aspects of this thriving and growing user/partner collaboration. [www.OUUG.org](http://www.OUUG.org)*

## **VENDOR WELCOME RECEPTION & EXPO:**

**Reception & Expo – Tues., March 14, 2023**  
**Exhibit Set-up in the GRAND HALL / Lobby Level**

**5:00pm – 8:00pm**  
**12:00pm – 4:00pm**

The **Vendor Night Welcome Reception & Expo** will be held at the event hotel in the Manchester Grand Hyatt's Grand Hall ballroom on the Lobby Level. This festive and spatial venue provides the ideal setting for networking with the Oracle team, partners and customers from all product groups. **Vendor night participants may bring portable booths (10'x10'; contact us for larger space availability), portable back walls, table top displays, demo stations, banner stands, etc., or simply choose to attend the event and network with the crowd (not all sponsors choose to exhibit; it's not mandatory **BUT PLEASE CONFIRM YOUR EXHIBITING PLANS NO LATER THAN FEB. 1, 2023**).**

**EASY VENDOR NIGHT FORMAT:** This event is a fun & casual 3-hour networking reception as opposed to a full-blown tradeshow typically held in a convention center. As such, a large complicated booth requiring an exposition company, use of the loading dock or heavy equipment for installation is simply overkill. A portable back wall or table top display is highly recommended. The evening format, in addition to serving as registration for the various product user groups, is an engaging cocktail party with food stations & a hosted bar (i.e., premium spirits, domestic & craft beers, wines, sodas & water). Each attendee will be given one (1) drink ticket as part of the registration process; additional alcohol beverages are available for cash purchase. *Hosted by OUUG Presenting & Platinum Level Sponsors as part of their sponsorship investment.*

All **OUUG Sponsor Staff must be registered** for admittance to Vendor Night & the conference sessions. **We have door security this year and OUUG badges (not Edge badges) must be presented.**

## VENDOR NIGHT SCHEDULE:

- 12:00pm – 4:00pm** Vendor Booth Set-Up **ALL BOOTHS MUST BE SET-UP & READY TO GO BY 4:00PM SHARP!**  
*Storage behind booths, depending upon location, is permitted; however must be kept to a minimum & contained per Fire Marshall's guidance. No blocking of fire exits or alarm pulls.*
- 5:00pm – 8:00pm** Vendor Night Welcome Reception & Expo
- 8:00pm – 10:00pm** Required Vendor Tear-Down (exhibits cannot be left overnight)

## VENDOR NIGHT EXHIBITOR SERVICES:

Power/accessories, computers, monitors, stands, etc. are available for purchase/rental through the **Hotel's in-house AV group, Encore, and internet vendor SingleDigits.**

- DEDICATED WIRED OR WIRELESS** internet orders directly to SingleDigit are due by February 17, 2023. [Click HERE](#) for order form. Contact: Contact: Marshal Gewarges, mgewarges@singledigits.com or Office 619-358-6787 | Fax 619-358-6989.
- VENDOR NIGHT BOOTH POWER & AV RENTAL** orders directly to Encore are due by February 17, 2023. [Click HERE](#) to access their [EventNow](#) order portal. Questions: 619-358-6758

## BROCHURES/PROMOTIONAL ITEMS FOR ATTENDEE PACKETS (OPTIONAL):

If you desire, please ship a quantity of 800 brochures and/or promotional giveaway items to **the hotel/Attn: Cathy Fuss/OUUG** in advance if you wish to have them inserted into the conference attendee bags that are distributed at Registration during Vendor Night (we return any extras). **Ship to the hotel to arrive no earlier than Wednesday, March 8, 2023 and no later than Friday, March 10, 2023 as the hotel will charge you for package storage** (Fees determined by weight and posted to your account). When items are shipped, please send advisement to [info@ouug.org](mailto:info@ouug.org) so we know what to expect to arrive and when. All attendee packet items must arrive on time as assembly happens at 9am on Saturday, March 11, 2023 by OUUG staff. Late items cannot be accommodated.

### **BROCHURE/PROMO ITEM FOR ATTENDEE PACKET SHIPPING ADDRESS:**

Grand Hyatt San Diego  
HOLD FOR: **Cathy Fuss/OUUG**  
1 Market Place  
San Diego, CA 92101

## SHIPMENT OF YOUR BOOTH/SUPPLIES FOR VENDOR NIGHT:

If you are shipping marketing materials/supplies and your booth to the hotel, address incoming items as outlined below to **the hotel/Attn: YOUR NAME/YOUR COMPANY**. **Ship to the hotel to arrive no earlier than Wednesday, March 8, 2023 and no later than Friday, March 10, 2023 as the hotel will charge you for package storage** (Fees determined by weight and posted to your account). These shipments will be delivered to your booth for Vendor Night in the Grand Hall ballroom; no need to have a booth number.

### **BOOTH/SUPPLIES SHIPPING ADDRESS:**

Grand Hyatt San Diego  
HOLD FOR: **YOUR NAME/OUUG**  
1 Market Place  
San Diego, CA 92101

**At the end of the event, all exhibits & boxes must be removed from the ballroom; you will be able to ship items outbound from the hotel...BE SURE TO BRING PREPARED AIR BILLS FOR OUTBOUND SHIPPING & PACKING TAPE... as the hotel does not provide these supplies.**



## CONFERENCE CENTER PROMOTION SIGNAGE:

If you have box banner stands (maximum 2 stands), bring them for display throughout the event in the Conference Center Registration Lobby (not to be confused with the hotel's main guest lobby). Please note that the hotel does not allow us to affix posters to any conference center walls nor hang banners on the property (including the Vendor Night ballroom). **Nailing, posting, taping or otherwise attaching any materials to hotel walls is prohibited.** Box banner stands may be shipped to YOUR ATTENTION in advance per instructions above and are the responsibility of the owner.

## VENDOR BOOTH ACTIVITY OPTIONS/AFTER HOURS OFFSITE EVENTS:

Many exhibitors feature some type of activity, theme or signature drink in their booth, though not required. The Hyatt's in-house event planning manager, Molly Dimas, is delighted to help partners with unique requirements at Vendor Night. OUUG also recommends destination management company Hosts Global that can assist sponsors with offsite event planning & receptions/dinners following Vendor Night, including site selection & bus transportation for groups. *Please contact Hyatt Event Planning Services & Hosts Global directly:*

Molly Dimas, Event Planning Manager  
MANCHESTER GRAND HYATT SAN DIEGO  
[molly.dimas@hyatt.com](mailto:molly.dimas@hyatt.com)  
T 619.358 .6766

Jena Eiden, Account Manager  
HOSTS GLOBAL  
[jena.eiden@hosts-global.com](mailto:jena.eiden@hosts-global.com)  
T 310.289.5409 | C 619.507.5362

## OUUG LOGO LIBRARY FOR EVENT MARKETING:

We encourage sponsors to promote their attendance at OUUG; we have provided an OUUG 2023 Logo library download [HERE](#).

## WEDNESDAY NIGHT OFFSITE SOCIAL – Iconic Waterfront COASTERRA



Always a conference highlight, on Wednesday following the conference day starting at 5:30pm, attendees will be delivered by motorcoach to San Diego's premier bay front destination offering striking panoramic bay views from nearby Harbor Island's... Michelin-rated [COASTERRA](#). Enjoy a divine evening of regional epicurean delights, hosted bar, live beach music by The Landsharks (openers for the Beach Boys & Jimmy Buffett) and breathtaking views of the waterfront skyline, twinkling bridges & downtown San Diego during sunset.

Attendance is included in the OUUG registration fee; wristband required for admittance; casual layered attire recommended. Buses will run all night between venue & the Grand Hyatt (located only 3 miles from the Hyatt).

**Take a quick virtual visit [HERE!](#)**



Guests are welcome with a Guest/Spouse registration (purchased during the online OUUG registration process & not to be used by partners for staff; all staff require conference registration either included as part of sponsorship or purchased separately).

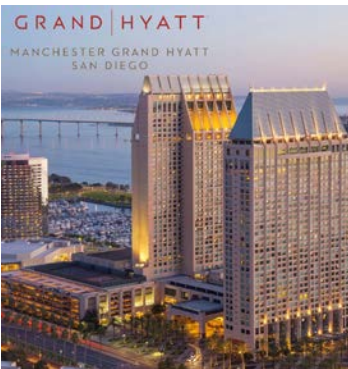
*Hosted by Presenting Level Sponsors*

## SPEAKING SESSIONS/PRESENTATIONS:

If you have been confirmed to co-present with your Oracle customer, you will be receiving confirming shortly after the January 15, 2023 abstract deadline. We are currently finalizing meeting space with the Hyatt and preparing the agenda/schedule; once completed, you will be contacted via email shortly regarding your assigned time and the final agenda will be posted to [www.OUUG.org](http://www.OUUG.org). Please note that sponsorship (at any level) does not guarantee a speaking slot as this event is a “for-users, by-users” self-managed customer event (and attendees are highly sensitive to partner sessions being sales pitches; please keep presentations educational). [CLICK HERE](#) for **Speaker/Session Guidelines** as also posted on the OUUG SPEAKER page.

**Confirmed presenters please make sure you and/or your customer brings the PowerPoint presentation on a laptop; a projector & screen is provided in each meeting room (laptops are not provided).** And please email your final presentation PowerPoint to us at [info@OUUG.org](mailto:info@OUUG.org) so that we can post it to the Post Conference website **no later than March 3, 2023**. Submitting it in PDF form is desired as to protect any special formatting or fonts. Feel free to scrub any proprietary information before sending us your presentation.

## CONFERENCE HOTEL – Manchester Grand Hyatt



Explore Southern California’s vibrant culture and natural beauty from the luxury waterfront four-star [Manchester Grand Hyatt San Diego](#). Experience spacious rooms, stunning views, and upscale amenities steps from the city’s top attractions. Guests enjoy easy access to San Diego’s best beaches, restaurants, shops, entertainment venues, and more.

**The discounted room rate for this Four-Star hotel is \$309 + tax/night (King or Double Queen).** And OUUG negotiated NO \$39/night destination fee for our attendees. This hotel is also pet-friendly. Cancellation of any guest room is subject to one night’s room & tax if cancellation occurs within 72-hours of arrival date and the early departure fee is one night’s room & tax. Check-in is 4:00pm & checkout is 11:00am.



**The “Cut-Off Date” for OUUG discounted hotel room block is February 17, 2023.** After the Cut-Off Date, all room reservation requests will be based on availability at Hotel’s prevailing rates. The room block at the officially event hotel always sells out early and there are no contracted overflow hotels.

**BOOK YOUR DISCOUNTED ROOM RESERVATION [HERE](#).** Or you can call Hyatt Central Reservations at +1 (888) 591-1234 and use the event group code of **G-OUCE**.

### **MANCHESTER GRAND HYATT**

**1 Market Place  
San Diego, California United States, 92101  
t. 1 619 232 1234**

View virtual tour of the hotel [HERE](#).

[Download hotel fact sheet.](#)



## CAPTURING CONFERENCE ATTENDEE INFORMATION/MOBILE APP

All pre-registered OUUG attendees receive a conference badge with a QR Code for scanning purposes. While most free QR Code scanning apps will work on your mobile devices, many cell phones come with this built-in ability to save to your device. Detailed information re: the OUUG mobile conference app will be provided to all attendees/partners at the conference. Please note the OUUG respects the privacy of our members and does not provide an OUUG attendee list; thus we created Vendor Night for this exact purpose!



## CONFERENCE PROGRAM SPONSOR ADS DUE BY

**DEADLINE FEBRUARY 15, 2023.** As outlined in the OUUG [Partner Participation Prospectus](#), *Presenting* and *Platinum* level sponsors have the opportunity to include an advertisement in the official printed 2023 Conference Program. *Presenting* sponsors receive a full-page ad (8.75”W x 11.25H”) & *Platinum Album* sponsors receive a half-page ad (8.25”W x 5.75”H). Full bleeds OK (**with 3/4 inch content safe line**), hi-resolution pdf required (at least 300 dpi). Email ad art to [info@OUUG.org](mailto:info@OUUG.org).

## **\*\*IMPORTANT\*\* SPONSOR STAFF CONFERENCE REGISTRATION DUE BY FEBRUARY 15, 2023**

As a sponsor, participating at any level (i.e., even if you are just attending the conference, supporting Vendor Night, presenting a session, etc.), **your staff is required to register for the conference** under the appropriate product user group at [www.OUUG.org](http://www.OUUG.org) (plus we want to get their badge correct!). Depending upon your sponsorship level, you are allocated a number of free conference registrations and you were given a company-specific *Discount Link* to use in the OUUG Aventri registration system. If you have misplaced your registration link, email [Registration@OracleUtilitiesUG.com](mailto:Registration@OracleUtilitiesUG.com). If you require additional staff registrations, you must pay and register them online at [www.OUUG.org](http://www.OUUG.org) using the **Oracle PARTNER SPONSOR** registration type. Even if you are a speaker, please do not use the *CONFIRMED CUSTOMER SPEAKER FREE* registration type.

**PLEASE REGISTER YOUR STAFF ASAP AND NO LATER THAN FEBRUARY 15, 2023 TO ENSURE THEY RECEIVE A PRE-PRINTED BADGE WITH A QR CODE (i.e., not an onsite printed label type) & ARE GUARANTEED TO HAVE CONFERENCE MATERIALS AWAITING THEIR ARRIVAL.**

## CONFERENCE SCHEDULE-AT-A-GLANCE

### Monday & Tuesday, March 13-14, 2023

**8:30am – 5:00pm** Co-Located Oracle Utilities Edge Customer Conference  
*Requires a separate registration fee & process managed by Oracle, [click here](#).*

### Tuesday Evening, March 14, 2023

**12:00pm – 4:00pm** Set-up for Vendor Night Welcome Reception & Expo  
**5:00pm – 7:30pm** OUUG Registration for All Attendees  
**5:00pm – 8:00pm** Vendor Night Welcome Reception & Expo  
**8:00pm – 10:00pm** Teardown for Vendor Night Welcome Reception & Expo  
*Hosted by [Presenting & Platinum Level Sponsors](#)*

### Wednesday, March 15, 2023

7:30am – 8:30am Breakfast

8:30am – 9:30pm Opening Ceremonies & Keynote Address

9:30am – 4:30pm Presentation Sessions (*Lunch 12:00pm-1:00pm*)

5:30pm Offsite Social buses begin loading from hotel.

6:00pm – 9:00pm Offsite Social: COASTERRA. Transportation provided throughout the night between party & hotel. Wristband required for admittance; casual attire. Enjoy live music, regional food stations & beverages.

Advance guest tickets available via OUUG online registration system. Hosted by [Presenting Level Sponsors](#)

### Thursday, March 16, 2022

7:30am – 8:30am Breakfast

8:30am – 12:00pm Presentation Sessions\* Conference Ends

*\*Depending upon your primary Product Community (i.e., Customer Solutions, Network Management System, etc.) AND the final product group agendas, most groups will end on Thursday 12:00pm.*

We look forward to seeing you in *California's Beach City!* QUESTIONS? Please contact Oracle Utilities Users Group Conference Director Cathy Fuss at [info@OUUG.org](mailto:info@OUUG.org), [Cathy.Mccause@gmail.com](mailto:Cathy.Mccause@gmail.com) or (209) 564-6744.

## IMPORTANT DEADLINE REMINDERS

**DUE NO LATER THAN FEBRUARY 1, 2023: Please complete & submit the online OUUG 2023 SPONSOR FORM using this link <https://form.jotform.com/ouug/2023>**

- ❑ **ABSTRACT SUBMISSIONS** are due no later than January 15, 2023.
- ❑ **OUUG 2023 SPONSOR FORM** must be completed & submitted online HERE no later than February 1, 2023. [Click HERE](#).
- ❑ **CONFERENCE PROGRAM** ad art for Presenting & Platinum level sponsors due by February 15, 2023.
- ❑ **BROCHURES/GIVEAWAY ITEMS** to be inserted in Attendee Registration Packets must arrive at the hotel no earlier than March 8, 2023 and no later than March 10, 2023 to Cathy Fuss attention.
- ❑ **BOOTHS/SUPPLIES FOR VENDOR NIGHT** must arrive at the hotel no earlier than March 8, 2023 and no later than March 10, 2023 to YOUR attention.
- ❑ **SPONSOR STAFF REGISTRATIONS** are due February 15, 2023 to ensure a printed badge with a scannable QR code & availability of conference materials.
- ❑ **HYATT HOTEL ROOM BLOCK** cut-off date for discounted rooms is February 17, 2023 though the official event hotel sells out soon (and no overflow hotels have been contracted).
- ❑ **DEDICATED WIRED OR WIRELESS** internet orders directly to SingleDigit are due by February 17, 2023. [Click HERE](#) for form.
- ❑ **VENDOR NIGHT BOOTH POWER & AV RENTAL** orders directly to Encore are due by February 17, 2023. [Click HERE](#) to access their [EventNow](#) order portal.

Oracle Utilities User Group, 1155-C Arnold Drive, Suite 365, Martinez, CA 94553, [www.OUUG.org](http://www.OUUG.org)