



Frequently Asked Questions, Annual Midwest LRIG Meeting

Updated 2024-03-29 Fri

TOPIC	QUESTION	ANSWER
Exhibit	What is the LRIG conference and why participate in it?	The Midwest LRIG community unites both Industry and Scientific leaders to provide an open forum for the exchange of ideas in the discovery and application of new techniques and technologies in life science research. This conference is free and provides an annual networking opportunity for those interested in Laboratory Robotics and Research Innovations.
	What is the format of this conference?	The conference has two components: Vendor exhibition and a scientific program. We have three opportunities for attendees to browse the vendor exhibition throughout the day: mid-morning, Lunch hour, and mid-afternoon. The Scientific program will run outside of the vendor exhibition schedule. At the end of the scientific and exhibition program, We will host a social hour from 4-6p. Breakfast, lunch and snacks/refreshments will be provided by Midwest LRIG.
	How often is this conference held?	Annually in Spring. Location is on rotation throughout the Midwest. Our reach is from Indiana to the Rockies. We are holding the 2024 conference at The Madison Concourse Hotel and Governors Club in Madison, WI. We have held conferences in Chicago, Indianapolis, Madison, St. Louis and Kansas City.
	Is there a cost to attend this conference as a scientific attendee?	No cost for conference attendees. However, pre-registration is encouraged. Please find out more information on our website https://www.midwestlrig.org/ .
	Is there a cost to attend this conference as an Exhibitor/Vendor?	Yes. Please continue to "Sponsorship" section of this FAQ if you qualify.



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Exhibit (Continued)	Define 'Attendee' vs 'Exhibitor/Vendor'	An 'Attendee' is an individual who is participating in the conference to learn new subject matter both from the scientific and exhibitor/vendor community. We expect that an attendee will not distribute marketing materials for commercial selling purposes. If you are choosing to do engage in this manner, we require you to register for a table as an 'Exhibitor/Vendor' . An 'Exhibitor/Vendor' is an individual who is representing a commercial organization with obligations to market and sell goods and services or to engage in business development. Individuals who fall into this category are encouraged to attend and are part of what makes this conference so enriching for everyone!
	How do we register for the exhibition?	Please visit the Midwest LRIG website and on the home page is a link to register for the event. https://www.midwestlrig.org/
	Is the conference one or several days?	Conference is one day, usually from 9am to 4pm, Thursday May 2, 2024. Conference set up for Exhibitors/Vendors is done the afternoon prior on May 1.
	What times during the day will this be held?	The Conference Meeting on Thursday May 2, 2024 goes from 9 am to 4 pm with a reception until 4-6 pm. Vendor set-up is on the day prior Wednesday is from noon to 4pm with a Vendor Reception from 4pm to 6pm. Tear down of tables will happen at the end of the conference at 4 pm.
	I would like to give a scientific talk. What next?	Please reach out to our Board at: midwestlrig@gmail.com . We usually cut-off submissions for talks approximately 4-6 weeks from the date of the conference.
	Is there a poster session?	No, If you are a vendor/exhibitor we suggest presenting this content at a paid for vendor/exhibitor table. If you are an attendee please consider submitting an abstract for a talk.
	If I give a talk, is there a travel stipend?	Maybe, this is a Midwest LRIG Board decision and is done on a case-by-case basis.



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Exhibit (Continued)	Do you record talks/presentations?	No, we do not. We encourage engaging/contacting the person who gave the talk as this promotes networking and strengthens our community. If you are having difficulty in connecting to the speaker, please reach out to us and we will try our best to help facilitate: midwestlrig@gmail.com .
	Am I allowed to photograph and/or take video?	Generally, you are allowed to take pictures and video, however, we do not record the scientific talks and do not post any of their content. We ask that you please be courteous and professional in asking permission to photograph and/or record the content.
	Am I allowed to post on LinkedIn that I am presenting/attending?	Yes. Midwest LRIG has a LinkedIn landing page and you are encouraged to tag and post to help in recruitment of local/regional attendance. https://www.linkedin.com/groups/2964192/
	What local institutions/ types of customers tend to show up to this event?	We move the meeting around various cities in the Midwest and as a result, we see diverse types of industries being represented in a region/locality. We attract attendees from many sizes and disciplines: Start-ups, Biotechs, Academia, Pharma, Agriculture, Food Science, Clinical Research, Contract Research Organizations, Engineering firms, and others not listed!
	What Exhibitors/Vendors typically attend and how many are typically present?	We usually have around 30 vendors mix and match of commercial tools/instrumentation and services as well as distributors of products. Brands that are typically represented include (alphabetically): Agilent, Analytik-Jena, Avantor/VWR, Beckman Coulter, BioTek, BMG LabTech, Fisher, Formulatrix, Hamilton, Hi Res Biosolutions, Integra, MidSci, Molecular Devices, Pall, SCIEX, Tecan, Thermo, etc...
	Will there be a recommended hotel for the Conference?	Madison Concourse Hotel and Governors Club in Madison, WI is recommended for the 2024 conference.
Sponsorship	How do I register as an 'Exhibitor/Vendor'? Do we need to complete any documentation?	Please view our instructions on our website: https://www.midwestlrig.org/exhibitor-info/ . Please ensure that all attendees have registered for the event. As we approach the event, we will send out further information to the registered attendees.



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	How much is it to book a table as an exhibitor/vendor?	There are different sponsorship levels/prices available. The complete listing is under Exhibitor Registration on the website. https://www.midwestlrig.org/exhibitor-info
	How many persons are allowed to attend per sponsorship sign-up?	Each table at the conference will allow up to two (2) persons. There is a required registration link for vendors who sign up for a table.
	What is the size of the booth or table?	6' x 30" draped table. If you have your own company-branded table drape you are welcome to use this in lieu of the standard drape. This is a table top show and we do not recommend a full booth. Please note that the table is not intended to hold heavy objects. If you plan on bringing a demonstration instrument please consider using your own table/surface to support it which is less than or equal to the 6' x 30" dimension.
	Can I ship my instrument and/or materials ahead of time? How soon in advance must I ship my materials and what are the relevant dates to ship items?	Yes. The Address is: The Madison Concourse Hotel, 1 West Dayton Street, Madison, Wisconsin 53703. Please include " ATTN Midwest LRIG Conference " on all packages sent and ship the items <i>no earlier than 5 days prior</i> to the May 2 nd Conference Date. Items can be shipped from the Hotel after the event.
	As a sponsor, am I allowed to know where my table will be located? Will you share a floor plan in advance?	Floor plans are not made available to Exhibitors prior to the event. Your table location will be shared with you for setup on the day prior to the Conference.
	What hardware can I bring to the conference?	Each table will have a power outlet. You can bring PC/Monitor for displaying content. If you choose to bring electrified instrumentation, please ensure it is capable of running on ≤ 2-3A 120V outlet. Please adhere to the mass/weight advisement shared in prior questions our event tables are not intended to hold/stablize heavy equipment.
	What power/utilities are available in the conference showroom?	Each table will have access to one plug, 120VAC, 2-3A. Power strips are not guaranteed so please bring your own.



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Sponsorship (Continued)	Can I bring a demonstration instrument and plug it in?	Yes, there are two options. Register for a table and use your instrument in place of table. Register for two tables: one for instrument and exhibit from the other. Please note that the table is not intended to hold heavy objects. If you plan on bringing a demonstration instrument please consider using your own table/base to support it which is less than or equal to the 6' x 30" dimension.
	What collateral can I bring to the conference?	You can bring application notes, brochures and handouts, give aways, etc.
	Do you offer lead retrieval app for this show?	Midwest LRIG does not provide lead retrieval app for the Conference.
	Will I receive a list of attendees before, during or after the event?	No. We prefer to keep the conference an informal and educational experience for all of our Attendees. If there is a need or an interest expressed by Visitors to your booth/table, We encourage you to obtain their permission to contact them after the event. It is your responsibility for the exchange of contact information – as an organization we will not provide this.
	What is the average attendance for the show?	We typically attract between 50 and 100 attendees. This event will obviously have a particularly large attendance from the local host Organization and City in addition to the regional attendees who travel in.
	Why participate in this conference?	Participating/attending this conference will provide regional reach, to a diverse group of researchers pursuing high tech automation offerings in the following industries: •Academia •Agriculture Biotechnology •Biotechnology •Clinical Research •Clinical diagnostics •Contract Research and Manufacturing



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Philanthropy	What is Midwest LRIG doing in the community?	<p>Midwest LRIG is a registered Non-Profit founded on September 19, 2005 by Scientists from Eli Lilly in concert with a dozen Midwest biotech and robotics companies and/or their representatives.</p> <p>Yearly meetings have been held in Midwest locations including Indianapolis, Chicago, St. Louis, Kansas City and Madison, WI.</p> <p>The Mission of Midwest LRIG is to provide an open forum for the exchange of ideas in the discovery and application of new techniques and technologies in life science research. The goal is to provide scientific educational opportunities to the community by stimulating multi-disciplinary scientific collaboration and encouraging coordination among representatives of academic, professional, scientific, medical and business communities through regular meeting and conferences.</p> <p>Midwest LRIG has donated over \$20,000 to middle and high school robotics teams throughout the Midwest!</p>
Volunteerism	I would like to volunteer/serve with LRIG in some capacity. How do I become involved in LRIG?	Reach us on our website at: https://www.midwestlrig.org/copy-of-team
	I would like to learn/share more about _____. (mentoring, need a mentor, subject matter expertise, jobs, suggestions for future meetings, etc.)	Reach us on our website at: https://www.midwestlrig.org/copy-of-team