

### Create your ad in three easy steps!

- 1 Complete and submit **online form** to provide your copy.\*
- 2 Choose the hi-res images you want to include with your layout.
- 3 You will receive a proof. Review and send written approval.

### Your ad elements

#### 1 PHOTOS

**MUST be 300dpi at 100%**

Dimensions in Pixels (WxH):

(Large image - required): 356 x 503

(Second image - required): 156 x 132

(Third image - Optional): 172 x 126.

#### 2 Name of Venue

#### 3 Physical Address

#### 4 Contact

Contact name, email, telephone number, website, social media handles.

#### 5 OVERVIEW.

A description of your company and the services, products and specialties it provides to the meeting and event industry. **Strict 50 - 100 word limit.**

#### 6 UPDATED SAFETY MEASURES

List any social distancing requirements and any special amenities.

#### 7 VENUE INFO

**Capacity** *Maximum 15 words.*

**Facility type** Examples: Museum, nightclub, bowling alley, restaurant, ballroom. **Maximum 12 words.**

**Food and beverage** Examples: Cuisine provided by facility; Classic American. **Maximum 12 words.**

**Restrictions** Examples: No smoking; No outside caterers. **Maximum 12 words.**

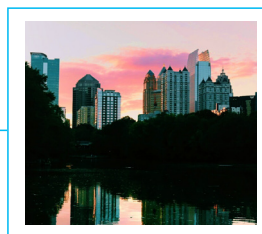
#### Historical/memorable moment

An opportunity to highlight important company milestones. Examples: HBO Emmy Party; Home of the Tribeca Film Festival. **Maximum 25 words.**

## ATLANTA



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## BizBash

15 Technology Parkway S Suite 250  
Norcross, GA 30092

#### CONTACT

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646.638.3600  
www.bizbash.com

f /BizBash  
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#### OVERVIEW

BizBash is the No. 1 resource for event and meeting professionals across North America, and beyond. From digital content to live experiences, a podcast, webinars, and everything in between, BizBash gives you ideas, inspiration, and resources to create smarter events.

#### UPDATED SAFETY MEASURES

**Social Distancing Policies:** All guests must be 6ft. apart, updated floor plans  
**New Venue Additions:** Sanitizer stations, sanitization misters

#### VENUE INFO

**Capacity:** 500 (100%), 250 (50%)

**Facility Type:** Conference Center  
**Food & Beverage:** In-house catering of all cuisines by Chef Johnson.

**Restrictions:** Please contact our event sales manager to discuss. Historical/  
**Memorable Moment:** BizBash was awarded "Best Company Ever."

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BIZBASH.COM 1

### How to submit materials

- Upload images using your formatted adsubmission form or
  - If your total file size is under 12MB, email to **production@bizbash.com**. or
  - If your total file size is over 12MB, head to a file share app such as **Dropbox** or **Hightail**
- After your files have uploaded, please email us: **production@bizbash.com** and let us know!

\* Please note that your copy may be edited to fit the space allowed and to match our editorial style.