



202* Leadership Conference Sponsor & Exhibitor Packet

Sponsor Contact:

Exhibition Venue: Detroit Marriott at the Renaissance Center
Address: 400 Renaissance Dr W, Detroit, MI 48243
Phone: (313) 568-8000 | Email: Courtney.A.Cappell@marriott.com

Event Dates & Schedule: August 3 – August 5, 2026

Exhibition Hours: Tuesday, August 4, 2026
9:45 AM – 6:00 PM

Set-up Hours: Tuesday, August 4, 2026
BEFORE 9:45 AM

Move Out Hours: Tuesday, August 4, 2026
AFTER 6:00 PM

Exhibitor Booth: Platinum Sponsors: Two (2) 6' skirted table/4 chairs
Other Sponsors: One (1) 6' skirted table/2 chairs
Electrical provided by request only

Booth & Material Shipments: See page 3 for **important** shipping instructions.

Submit Logo: Sponsor logos will be included on all appropriate marketing material and exhibitor punch cards. Logo must be high-resolution jpeg or png.
Submit to: karriewilliams@flowcontrolgroup.com
Deadline: ASAP; no later than July 14, 2026

Digital Ad: Sponsor can submit a one-page digital ad in PowerPoint format. A master slide deck will be created with all sponsors' digital ads and will loop on meeting monitors when appropriate.
Slide format - widescreen layout 16:9
Submit to: karriewilliams@flowcontrolgroup.com
Deadline: ASAP; on later than July 14, 2026

FCG 2026 Leadership Conference Sponsor & Exhibitor Packet

Sponsor Contact: paigewarner@flowcontrolgroup.com

Hotel Reservations: Event reservations MUST BE COMPLETED by **July 14, 2026**

- Platinum / Gold Level: Sponsorship includes 2 rooms/3 nights
- Silver Level: Sponsorship includes 1 room/2 nights

Visit the sponsor portal to register: <https://fcgleadership.com/sponsor-event-registration/>. FCG will secure your rooms based on registration.

Travel Details:

Platinum / Gold Level:

- Arrive - Monday, Aug 3 (hotel check-in is 4:00pm)
- Departure – Wednesday, Aug 5 (optional golf event)

Silver Level:

- Arrive - Monday, Aug 3 (hotel check-in is 4:00pm)
- Departure – Wednesday, Aug 5 (event ends at 12:00 PM)

Meals: All Inclusive Meals & Events

- Breakfast: Tuesday, Wednesday
- Lunch: Tuesday, Wednesday
- Dinner: Monday (TBD)
- Sponsor Reception: Tuesday (Platinum & Gold only)
- Dinner: Tuesday Awards Celebration

Schedule: Please see event schedule on the Leadership meeting website: <https://fcgleadership.com/>

FCG 2026 Leadership Conference Sponsor & Exhibitor Packet

Sponsor Contact: paigewarner@flowcontrolgroup.com

Booth & Material Shipments

The Marriott Hotel package room is available for receipt, holding, and delivery of small packages to guests in rooms and meeting spaces.

The package room **may not** be used as storage, nor will it be available to store exhibits or large crates in an effort to avoid the group's contracted drayage company.

It is requested that packages arrive at the Hotel no earlier than three (3) days prior to the date required. Storage for boxes received more than 3 days prior to the group's (or recipient's) arrival will be charged a fee of \$25 per box per day, and \$50 per pallet per day.

Shipments should be labeled and identified as follows:

(No shipment will be accepted after 5:00 pm)

EACH PACKAGE SHIPPED IN SHOULD BE LABELED WITH THE LABEL TEMPLATE PROVIDED BELOW.

FROM	Name: _____ Company: _____ Address: _____ City: _____ State: _____ ZIP: _____ Telephone: (____) _____ - _____	<div style="border: 2px solid black; padding: 5px; font-size: 2em; font-weight: bold; margin: 0 auto;">E</div> EVENT
SHIP TO	<div style="display: flex; justify-content: space-between;"><div style="width: 70%;">Detroit Marriott at the Renaissance Center 400 Renaissance Center East Loading Dock Detroit, MI 48243</div><div style="width: 25%; text-align: center;"> <small>MARRIOTT DETROIT RENAISSANCE CENTER</small></div></div> Event Manager Name: _____ Group Name: _____ On-Site Contact Name: _____ Phone Number: _____ Event Dates: _____ Meeting Room: _____ Total Number of Packages: _____ Box # _____ of _____	

Request for package handling must be communicated to hotel 10 days prior to group arrival.

For Information Contact:

For shipping out, please pre-label all packages and schedule a pickup through your carrier **for the next day**. Please notify Meeting & Events Manager of the pickup time scheduled.

Paige Warner
Flow Control Group
paigewarner@flowcontrolgroup.com
(260) 255-2443

Courtney Cappell
Detroit Marriott, Event Manager
Courtney.A.Cappell@marriott.com
(313) 568-8605