

HOSPACE²⁰²²

Building Future Prosperity
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Welcome Sponsor Assets Required for Virtual Platform

1. "Avatar" branding on the platform (please note the profile image can be uploaded at a later date):

PROFILE IMAGE

- JPG, PNG
- 900x677px
- 4:3 ratio
- Less than 1MB

COMPANY LOGO

- JPG, PNG
- 500x500px
- 1:1 ratio
- Less than 1MB



2. Virtual Registration/Welcome Desk:



Back wall: 1:1 – 2048x2048 px - Page 43

Floor banner: 1:2,5 – 512x1280 px - Page 52

Roll-up: 1:2 – 512x1024 px - Page 53

Desk: 9:15 – 512x850 px - Page 69

3. Virtual Exhibition Booth Asset Requirements:

- Logo
 - MUST be either png with transparent background or Vector image
 - Can be any aspect ratio, does not need to be 1:1
 - No smaller than 600 px square
- 16:9
 - Video and/or cover image
 - 1920x1080px
- 1:1 Background Image*
 - 2048x2048px
- 16:9 Podium Image
 - Image must say something like “click here for PDF/website”
 - PDF file or website link 512x288px

*Please consider that most of this will be obscured by the 16:9 screen

DEADLINES

Information Needed	Deadline Date
Virtual Exhibitor booth assets	21 st October
Other print and online info and assets	25 th October
Delegate names for registration	28 th October
Request for hard wired internet if needed	1 st November
Request for screens or monitors if needed	1 st November
Confirmation of deliveries to the hotel sent to Royal Lancaster and HOSPA	14 th November
Virtual Booth Morning or Afternoon Training Session	15 th November