Exhibiting at the AOASM Annual Clinical Conference provides you with exposure to the osteopathic sports medicine market. The AOASM Clinical Conference exposition will be held on April 28-April 30, 2021, with an estimated attendance of over 350 sports medicine physicians.

**Purpose of the Conference**

The American Osteopathic Academy of Sports Medicine (AOASM) is dedicated to the advancement of physicians’ knowledge through education, research, and promotion of the art and science of sports medicine, emphasizing the use of osteopathic principles and concepts in the practice of comprehensive health care. AOASM will present an exciting four-day continuing medical education program for its members. The program is designed to provide a valuable source of current medical knowledge to the physicians treating active patients.

**Audience**

The AOASM is the oldest multi-specialty physician sports medicine society in the United States. Family practitioners, orthopedists, internists, pediatricians, emergency medicine specialists, rehabilitation specialists, psychiatrists, etc., comprise the AOASM membership. The AOASM currently has over 400 members.

**Purpose of the Exposition**

The exposition is designed to update sports medicine practitioners’ knowledge of products, information, services, literature and equipment pertinent to the treatment of their patients. Exhibited materials must enhance the education of the attendees.

**Preliminary Program**

A preliminary program will be available on the AOASM website in Fall 2020.

**Exhibitor Visibility**

The AOASM conference offers exhibitors 11 hours of exposure. We recognize the value exhibitors add to the meeting and we will do all in our power to increase exposure opportunities. For example, the welcome reception and all refreshment breaks will be held in the exhibit area during open hours. There will be slow times when the meetings are in session, but there will be a steady flow of contacts during all breaks. Peak opportunities will occur during refreshment breaks.

**Installation of Exhibits**

Wednesday, April 28
2:00 p.m. – 5:00 p.m.

The exposition is scheduled to open at 5:30 p.m. on Wednesday. We ask that your booth area be set by 5:00 p.m. so that the exhibit area can be cleaned prior to the opening. It is the responsibility of exhibitors to have their exhibits in place before the opening of the exposition. (Set-up cannot occur sooner than 2:00 p.m.)

**Dismantling of Exhibits**

Friday, April 30
10:30 a.m. – 12:00 noon

All exhibits must be dismantled and removed by 12:00 noon. No packing of equipment, literature, etc., or dismantling of exhibits will be permitted until all attendees have vacated the meeting space or at the official closing time of the show. Violators will not be invited to future meetings.

**Exhibit Hours**

| **Wednesday, April 28** | 5:30 p.m. – 7:00 p.m. (Welcome Reception) |
| **Thursday, April 29** | 9:30 a.m. – 3:30 p.m. |
| **Friday, April 30** | 7:00 a.m. – 10:30 a.m. |

* Times are subject to change

**Benefits of Exhibiting**

Why should your company choose to exhibit at the AOASM Clinical Conference?

- Exposure to over 350 attendees that include sports medicine physicians, physical therapists, and athletic trainers. Place your company name in front of this specialty audience of buyers.
- The welcome reception on Wednesday evening will be your first chance to meet attendees during unopposed time.
- All refreshment breaks will be held in the exhibit area, providing your company with uninterrupted time to visit with the sports medicine audience.
- The on-site program will include each exhibiting company, contact information, and product descriptions. It will be distributed to each attendee.
- Exhibiting is more economical due to the inclusion of one 6’ draped table, two chairs, one wastebasket, and a 7” x 44” identification sign in your booth rental price.
- Each exhibiting company’s promotional listing will be included free of charge on AOASM’s website.
- The economical and effective atmosphere of a trade show allows you to make many more contacts than personal sales calls.
- All vendors are welcome to also participate in social networking events outside of the exhibit hall to increase face-to-face time with attendees.

**Care of Exhibit Space**

Exhibitors shall care for and keep in good order all space occupied by them. Special cleaning and dusting of tabletop, display equipment and material will be the exhibitor’s responsibility, and shall be performed at the exhibitor’s expense.
Space Rates
Rates for exhibiting at the AOASM Annual Clinical Conference:
$1,000 per booth (For profit)
$600 per booth (To receive the not-for-profit discounted vendor rate, please submit IRS determination letter with contract.)

The exhibit booths will be 8’ x 10’ and include piping, draping, one 6’ draped table, two chairs, one wastebasket, and a 7” x 44” identification sign.

Payment Schedule
A deposit of $250 is requested with a completed exhibit application. (Full payment is also welcome with application).

An exhibitor service kit will be provided in Spring 2021, and once a deposit with completed application has been received.

The balance for the booth space is due by Friday, April 2, 2021.

Book Exhibit
Publishers may purchase their own booth for their company or they may submit book(s) for the Book Exhibit and not be present. The books will be displayed for a price of $200 per title. Along with the publications, AOASM will accept order forms or brochures for that specific book. These publications will be available for perusal in the exhibit hall during open hours. Information on shipping will be sent to each publisher after receipt of the fee and application.

Traffic
The exhibit area is located near all AOASM meeting rooms used during the annual conference. Special breaks in the morning and afternoon will be scheduled in the exhibit area to facilitate maximum traffic flow.

Connections
Make meaningful connections on and off the show floor at AOASM 2021! Be social and don’t forget to also connect by joining the attendee conversations on these social media sites:

Exhibitor Floor Plan
The AOASM 2021 Exhibitor Floor Plan will be emailed in March to all exhibitors that have turned in their completed application and whose deposit has been received. Exhibit space preferences will be requested per company/organization at that time.

Exhibit Assignments
Booths will be assigned in April. Companies will be notified of their assignment via email. Exhibit spaces will be assigned based on a point system and the receipt date of the application. Past exhibitors will receive one point per booth rented at previous meetings. In addition, past sponsors will receive one point per annual sponsorship at previous meetings.

Exhibit management reserves the right to change location assignments at any time as deemed necessary. The exhibitor will be informed of any such change immediately and given the option to cancel with a full refund if the reassigned space is not acceptable.

Exhibit Registration
Each person working in the exhibit area is required to pre-register and wear an identification badge. An AOASM exhibitor registration form will be emailed to each registered company in March. Exhibitor identification badges must be picked up at the conference registration booth prior to setting up your booth.

AOASM allows up to two complimentary conference registrations per company for multiple representatives to be present in the booth or to share shifts during the long exhibit hours. Additional registrations are $50 per person. Representatives are welcome to attend the sessions as long as their booth is staffed by at least one representative during exhibit hours.

However, an exhibitor registration does not receive the same benefits as a regular attendee. Each exhibiting company will receive one set of conference materials per booth rented upon arriving at the conference.

Cancellation
Cancellation of exhibit space must be submitted in writing to the AOASM office. From the time of contract submission until April 2, 2021, a 50% refund will be given for all booth cancellations. After April 3, 2021, there will be no refund for cancellation of booth space.

Commercial Support Opportunities
Sponsorships are also a good way to increase your visibility. For more information regarding opportunities for commercial support levels during the Annual Clinical Conference, please contact Susan Rees, AOASM Executive Director, at: +1-608-443-2477, ext. 138, or email her at: srees@aoasm.org.

Exhibiting Questions
For further exhibiting questions, please contact Brooke Miller, AOASM Senior Meeting Planner, at: +1-608-443-2477, ext. 148, or email her at: bmiller@reesgroupinc.com.
AOASM Annual Clinical Conference

Meeting Dates: April 28-May 1, 2021 • Exhibit Dates: April 28-April 30, 2021
Location: Disneyland® Hotel, Anaheim, CA

CONTRACT APPLICATION FOR EXHIBIT SPACE

List your company name and company contact information as you would like it to appear on any promotions. (Please print or type.)

Firm Name: ___________________________________________________________
Company Address: ____________________________________________________
City: __________________________ State: __________________ Zip Code: ________
Company Telephone Number: (______ ) _________________________________
Company Fax Number: (______ ) _________________________________
Company Email: ______________________________________________________
Company Website: ____________________________________________________

Detailed company profile description or promotional description of equipment, products, or services to be displayed in the AOASM program (40 words or less):
________________________________________________________
________________________________________________________
________________________________________________________
________________________________________________________

Name of Contact Person: _____________________________________________
(person who receives all correspondence and exhibit kit)
Contact Person’s Telephone #: _________________________________
Contact Person’s Email: _____________________________________________
On-Site Contact Person: _____________________________________________
(if different from above)
On-Site Contact Person’s Telephone #: ____________________________
On-Site Contact Person’s Email: ______________________________________

Exhibit Space Preference

The 2021 Floor Plan is forthcoming in March 2021.

List competitors you do NOT wish to be near:
________________________________________________________
________________________________________________________
________________________________________________________
________________________________________________________

Book Exhibit

(not applicable to companies renting a booth space)

We will be exhibiting __________ titles at the Book Exhibit. The cost for each book is $200. Please list below the title(s) and author(s) of the book(s) that will be exhibited. Include the entire fee with this application.

1. ____________________________________________________________
2. ____________________________________________________________
3. ____________________________________________________________

Cancellation Policy

Cancellations received before April 2, 2021, will receive a 50% refund. Please check the prospectus for cancellation penalty fees after that date.

Terms and Conditions

1. Payment Schedule
   We will exhibit at the AOASM Clinical Conference.
   • 8’ x 10’ booth (For-Profit) $1,000*
   • 8’ x 10’ booth (Not-For-Profit) $600**
   • Deposit required with application $250
   • Book Exhibit $200

Number of booths requested: ____________________________

* Full Payment is welcome with application, otherwise required by April 2, 2021.
** Submit IRS determination letter with contract & deposit. Full payment is welcome with application, otherwise, required by April 2, 2021.

2. Make the check payable to the AOASM. Forms not accompanied by proper fees will be returned.

3. The AOASM will have the right of interpretation and approval on all matters pertaining to the contract rules and regulations.

This application is made with the understanding that the applicant agrees to abide by all rules and regulations outlined in the exhibit prospectus, which become a part of the accepted contract along with other rules and directives, which may be issued by the AOASM in connection with this exposition.

Name of Authorizing Officer

Title

Signature of Authorizing Officer

Date

Payment

☐ Check: Please make checks payable in US funds to: AOASM

☐ Visa/MC Card Number: ____________________________
Exp. Date: ________________ Amt. Authorized: $___________
CVV #: ________________
Card Holder Name: ____________________________
Card Holder Signature: ____________________________

Please sign and return with the deposit via fax, email, or mail to:
AOASM
2424 American Lane
Madison, WI 53704

Phone: 1-608-443-2477, ext. 148
Fax: 1-608-443-2474
Email: bmiller@reesgroupinc.com
Website: http://www.aoasm.org

AOASM use only

Deposit Received Full Payment Received
Confirmation Sent Booth(s) Assigned
Service Kit Sent Final Confirmation Sent
Final Balance Received

4