



2019 Day with the Payers Sponsorship & Exhibiting Opportunities

May 16, 2019 | Earle Brown Heritage Center | Brooklyn, MN



Minnesota Medical Group Management Association
1000 Westgate Drive, Suite 252 | St. Paul, MN 55114
phone: 1-651-366-6089 | fax: 1-651-290-2266
info@mmgma.org | www.mmgma.org

SPONSORSHIP OPPORTUNITIES



Eligibility: You must be an MMGMA Affiliate Member to sponsor an activity.

Breakfast Sponsor \$200

(2 available)

- Company name included on sponsorship signage at event
- Company name in event program and on website

Coffee Sponsor \$250

(Exclusive)

- Company name included on sponsorship signage at event
- Company logo in event program and on website

Lunch Sponsor \$300

(2 available)

- Company name included on sponsorship signage at event
- Company logo in event program and on website

X-hibitor Quest Sponsor \$250

(Exclusive)

- Company logo in event program, on website and signage
- Company name and logo listed on game card

EXHIBITING OPPORTUNITIES



Eligibility: You must be an MMGMA Affiliate Member to exhibit.

Exhibitor Booth \$400

The conference will be held at Earle Brown Heritage Center in Brooklyn Center, MN. There are a limited number of booths available for exhibit space. Breaks and breakfasts will be featured in the Resource Area, which will be held in Carriage Hall A on Thursday, May 16, 2019. MMGMA recognizes that exhibits are an integral part of the total conference program. Up-to-date information and demonstration of products are essential to the smooth and efficient operation of our medical groups. Our conference program will be structured to encourage maximum attendance in the Resource Area.

Standard Exhibit Specifications:

The contract price includes one rep. and the following:

- (1) 6' skirted table
- (2) chairs

*(*there is no pipe and drape)*

Application for Space: Full payment of \$400.00 is required at registration. Check payments must be postmarked by Thursday, May 2, 2019 and mailed to: MMGMA Exhibits, 1000 Westgate Dr., Ste 252, St. Paul, MN 55114.

Additional Reps: Each exhibit includes 1 rep. Additional reps may be registered at \$75 each, with a maximum of 4 reps per booth. Switch outs are allowed during the event. In order to switch your badge for another badge without being charged the \$75 fee you will need to bring up the old badge and exchange it for a new one with your name. Your company may only have 4 badges out at a time.

Exhibit Hours: The exhibit area will be open to Day with the Payer attendees Thursday, May 16, 2019 from approximately 8:00 am – 3:30 pm.

Exhibit Installation and Dismantling: Exhibits may be set up beginning at 6:00 am on Thursday, May 16, 2019. Booth dismantling may begin after conclusion of the afternoon break, on Thursday, May 16, 2019 and must be completed by 5:00 pm that same day.

No exhibits may be erected after the exhibition opens or dismantled before the official closing time. Setup, teardown and removal of exhibits are the responsibility of the exhibitor. Should the exhibitor fail to remove an exhibit, the removal will be arranged by the conference management at the exhibitor's expense.

Cancellation: Cancellation of space, including space reduction, must be made in writing and sent to MMGMA Exhibits, 1000 Westgate Dr. Ste. 252, St. Paul, MN 55114. A cancellation fee of \$100 per booth will be charged to an exhibitor who cancels contract prior to or on Friday, April 19, 2019. Cancellation after Friday, April 19, 2019 obligates the exhibitor to full

EXHIBITING OPPORTUNITIES



payment of rental.

Exhibits Location & Floorplan: Exhibits will be located in Carriage Hall A. Space will be assigned on a first come first serve basis. All dimensions and locations shown on the official floor plan are believed, but not warranted, to be accurate. The exhibit management reserves the right to make such modifications as may be necessary to meet the needs of the exhibitors and the exhibit program.

Assignment of Space: No assignments will be made until full payment is received. MMGMA reserves the right to assign all space in the best interest of the Association and the conference without regard to requests, and reserves the right to reassign booths when necessary. When booth numbers are assigned, a confirmation of the assignment will be sent to each exhibitor.

Property: All property of the exhibitor remains under his/her custody and control in transit to and from the exhibit area and while it is in the confines of the exhibit area. Neither the management, its service contractors, the management of the exhibit area, MMGMA, nor any of the officers, staff members, or directors of any of the same are responsible for the safety of the property of exhibitors from theft, damage by fire, accident, vandalism, or any other causes, and the exhibitor expressly waives and releases any claim or demand he or she may have against any of them by reason of any damage or loss of any property of the exhibitor. It is recommended that exhibitors obtain adequate insurance coverage, at their own expense, for property loss or damage and liability for personal injury.

Construction, Installation, and Use of Exhibits and Exhibit Facilities:

Acceptability of Exhibits – All exhibits shall serve the interests of the members of MMGMA and shall be operated in a way that will not detract from other exhibits, the exhibition or conference as a whole. The conference management reserves the right to require the immediate withdrawal of any exhibit that MMGMA believes to be injurious to the purpose of the Association.

Restrictions and Use of Space – No exhibitor shall sublet, assign, or share any of the space allocated to him without the written consent of the convention management. Solicitations or demonstrations by exhibitors must be confined within the bounds of their own respective booths. It is understood an exhibitor will not make direct sales involving delivery at the conference. Aisle space shall not be used for exhibit purposes. Display signs and displays are also prohibited in any of the public space or elsewhere on the premises of the conference facilities or hallways. Social activities sponsored by an exhibitor which might conflict with the conference schedule must be cleared with the conference management. Operation of sound devices is allowed if the exhibitor complies with restrictions on volume level. No outside food or beverage is allowed on Earle Brown Heritage Center premises with the exception of small, individually wrapped candies. Exhibitors who wish to provide food or beverages to attendees while in the Resource Area or on Northland Inn premises must order such food or beverage from Northland Inn Catering.

Fire and Safety Regulations – All local regulations will be strictly enforced, and the exhibitor assumes responsibility for compliance with such regulations. All materials used in the exhibit area must be flameproof and fire resistant in order to conform to local fire ordinances and regulations of the local fire department. Crepe paper, corrugated paper, Styrofoam and foam-core, flameproof or otherwise, will not be permitted. All packing containers and wrapping paper should be removed from the exhibit area. Display racks, signs, spotlights and special equipment must be approved by MMGMA management before use, and all displays are subject to inspection by the local fire department. Any found to be hazardous may be ordered dismantled. All aisles and exits must be kept clear at all times. Fire stations and fire extinguisher equipment are not to be covered or obstructed.

Protection of Earle Brown Heritage Center Property – Acceptance of exhibit space makes it obligatory on the part of the exhibitors that they shall not deface, injure or mar the exhibit area. Nothing shall be pasted, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts of the building and furniture. The use of crowbars, hand spikes or any other tools or material which could cause damage to the floor or walls is prohibited. Any damage done shall be paid for by the exhibitor.

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the conference center premises and will indemnify, defend, and hold harmless the Earle Brown Heritage Center, its owner, and its management company, as well as their respective agents, servants, and employees from

Questions about sponsorship? Please contact:

Matt Luepke | MMGMA 2019 Sponsorship Committee Chair | amluepke@creditoradvocates.com | 320-252-5100

Mark Pottenger | MMGMA 2019 Sponsorship Committee Chair | mpottenger@applevalleymc.com | 952-953-9285

Blake Finger | MMGMA | blakef@mmgma.org | 651-288-3423



This form can also be filled out at: www.mmgma.org

2019 Day with the Payers

Sponsorship and Exhibiting Opportunities

Earle Brown Heritage Center | Brooklyn Center

May 16, 2019

Organization Information

Organization _____
 Name of Contact Person _____ Title _____
 Address _____
 City _____ State _____ Postal Code _____ Country _____
 Phone _____ Fax _____
 Email _____ Website _____
 All listings and signage should read _____

Sponsorship Opportunities:

EVENT SPONSORSHIPS

- Breakfast Sponsor | \$200
- Lunch Sponsor | \$300
- Coffee Sponsor | \$250
- X-hibitor Quest | \$250

Exhibitor Booth:

- Exhibitor | \$400
- Exhibitor Rep | \$75

Please Note: Exhibitor booth comes with one registration and each additional rep is \$75

GRAND TOTAL: \$ _____

Payment (must accompany application to guarantee sponsorship)

- Check (payable to MMGMA)
- Visa
- Mastercard
- American Express

If paying by credit card, all fields below are required.

Name (as it appears on card) _____
 Card Number _____ Exp. Date _____ Sec. Code _____
 Phone _____ Authorized Signature _____
 Address (if different than above) _____
 City _____ State _____ Zip _____

REGISTRATION DEADLINE TO BE INCLUDED IN PRINT MATERIALS: MAY 3, 2019

Due to PCI Compliance, please do NOT provide any credit card information via email. Call or fax it in only.

Booth space is limited. Return your application with payment before Thursday, May 2, 2019. The past conferences have sold out booth space well in advance of the deadline. Please register early.

Cancellations of Exhibit Space or Sponsorship: Cancellation of space or sponsorship, including space reduction, must be made in writing and sent to MMGMA Exhibits, 1000 Westgate Dr. Ste. 252, St. Paul, MN 55114. A cancellation fee of \$100 per booth or sponsorship will be charged to an exhibitor or sponsor who cancels contract prior to or on Friday, April 19, 2019. Cancellation after Friday, April 19, 2019 obligates the exhibitor to full payment of rental.

Mail/Fax with payment to:

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 Mark Pottenger at mpottenger@applevalleymc.com

(For office use only)

initials		fin.
date		
CK/CC		
paid		