



Missouri Physical Therapy Association

205 East Capitol Avenue, Suite 100 • Jefferson City, MO 65101
(573) 556-6730 • Fax (573) 636-6899 • e-mail: lindsay@bardgett.net

2019 Spring Conference Sheraton Westport Lakeside Chalet, St. Louis, Missouri **Exhibits to be held on Saturday, April 13th!**

Dear Sponsors/Exhibitors,

We are excited to announce our 2019 Spring Conference, April 12-14 at Sheraton Westport Lakeside Chalet in St. Louis, MO. The exhibitors will set up in the Versailles Ballroom. We look forward to another successful Spring Conference and expect over 200 physical therapists, physical therapist assistants, and students to attend the conference. Our Exhibit Hall hours will be held on Saturday evening from 5:00-7:30 p.m.

Enclosed you will find information regarding sponsorship opportunities and registration. We have recommended certain levels of sponsorship; however, any contribution you wish to make would be greatly appreciated. Your participation will be appreciated and recognized in the MPTA conference program.

If you wish to exhibit, your application and deposit must be received by **April 1, 2019**. All conference activities will take place at the Sheraton Westport Chalet, 191 W Port Plaza, St. Louis, MO 63146. Reservations may be made by calling The Sheraton Westport Chalet at (314) 878-1500 and stating that you are with the Missouri Physical Therapy Association. Rooms are \$121/night. Reservations should be made by 3/11/19.

We want to express our gratitude to those who have supported us over the past years and continue to support us now and in the future. Our members rely on our sponsors and exhibitors to learn of new products, opportunities, and innovations. We value your participation. If you have any questions, please feel free to contact us at (573) 556-6730 or lindsay@bardgett.net.

Sincerely,

Lindsay Roepke

MPTA

lindsay@bardgett.net

Maureen Raffensperger, PT

Chair, MPTA Program Committee

2019 MPTA Spring Conference Agenda

Note: Exhibit Times Are in Bold Print

Friday, April 12, 2019

7:00 am – 8:30 am Registration
8:00 am – 5:00 pm *Concurrent Sessions*

Saturday, April 13, 2019

7:00 am – 8:00 am Conference Registration/Continental Breakfast
8:00 am – 5:00 pm *Concurrent sessions*
3:30 pm – 5:00 pm Student Meeting
5:00 pm – 7:30 pm Exhibits and posters – Versailles Ballroom

Exhibitors may set up in the Versailles Ballroom beginning at 3:00 p.m.

The theme of the 2019 Conference is



SPONSORSHIP OPPORTUNITIES

EXHIBIT BOOTH:

This opportunity provides you:

- 1 undraped (you must indicate on returned form if you require a drape) 6' table, 2 chairs, trash can, and an identification sign
- Recognition in the conference program

SPONSORSHIP OPPORTUNITIES:

We are offering various sponsorship opportunities. Sponsorships are applied towards breaks, receptions, lunch, and educational sessions. This opportunity provides you:

- Individual recognition at the sponsored event
- Recognition in conference program
- Sponsorship ribbon on nametag

OTHER SPONSORSHIP OPPORTUNITIES:

Program Sponsorship

The conference program contains conference information and educational session handouts. Each attendee receives a program, and it is used throughout the entire conference. This opportunity provides you:

- Full sponsorship - full page ad on inside front or back cover and distribution of your company's material to attendees upon registration
- Partial sponsorship - half page ad in program
- Recognition on sponsor board in registration area for meal sponsorship
- Sponsorship ribbon on nametag

Student Sponsorship (for individual students and/or the student reception)

You may determine the number of students sponsored and from which schools. This opportunity provides you:

- Sponsorship ribbon on nametag
- Recognition in conference program

MPTA SPRING MEETING EXHIBITORS POLICIES AND PROCEDURES

1. Booth Assignments: The number of booth spaces is limited, and assignments will be made on a first come, first served basis. A company that has not settled all previous accounts with the MPTA will not be assigned booth space. The MPTA determines eligibility of any company or product to be exhibited at this meeting, either before or after proper execution of the contract.
2. Size/Furnishings: Rental fee includes an **undraped** 6' table and two chairs (Drapes will be supplied if requested prior to the event.)
3. Equipment Shipment: Prior shipping of equipment (arriving no more than 2 days before the event) should be arranged directly with the MPTA office – 573-556-6730.
4. Setting Up and Dismantling: The exhibit area will be open for installation work beginning 3:00 p.m. on Saturday, April 13th. Installation should be completed by 5:00 pm when the exhibit hall opens.
5. Failure to Occupy Space: Unless previously arranged, booth space not occupied by the exhibiting organization by 5:00 p.m. on Saturday, April 13th, will forfeit without refund to the exhibitor and the booth space may be resold or used by the MPTA.
6. Insurance: Exhibitors are urged to take out a portal rider, which is available at a nominal cost on their own insurance policy, to protect them against loss through theft, fire, damage, etc.
7. Liability: It is agreed that individual exhibitors will protect, save, and keep the Missouri Physical Therapy Association, John Bardgett and Associates, and Sheraton Lakeside Chalet and those employed by such companies, from any damage or charges imposed for violation of any law or ordinance whether occasioned by the negligence of the exhibitor or those holding under the exhibitor, as well as to strictly comply with the applicable terms regarding the exhibition premises; and further, exhibitor shall at all times protect, identify, save, and keep harmless the above parties against and from any and all loss, cost, damage, liability of expenses arising from or out of or by reason of accident or other occurrence to anyone, including the exhibitor, its agents employees and business invites, which arise from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises or part thereof.
8. Convention Facilities Restrictions: 1) Volatile or flammable fluids, substances, or materials of any nature prohibited by city fire regulation or insurance carriers may not be used in any booth. 2) All construction in a booth shall be substantial and fixed in position for the duration of the show. 3) All aisles and exits must be kept clear, clean, and free from obstruction to comply with fire restrictions. 4) All business activity, circulates and advertising matter may be conducted and/or distributed only within the booth(s) assigned to the exhibitor.

The following practices are prohibited: 1) Use of any noisy electrical or mechanical apparatus interfering with other exhibits. 2) Canvassing or distributing any material outside the exhibitor's own space. 3) Equipment outside assigned booth space without prior approval from the Executive Officer, MPTA. 4) Subleasing of exhibit space. 5) The use of billboard advertisement and/or display of signs outside of the exhibit area without prior approval from the Executive Officer, MPTA.

The use of open audio systems is allowed. However, the exhibitor must agree to discontinue its use of the sound level if deemed to be objectionable to the convention participants or adjacent exhibitors.

The character of the exhibits is subject to the approval of the Executive Officer, MPTA and the Exhibitor Representatives. The right is reserved to refuse the application of concerns not meeting standards required or expected, as well as the right to curtail or to close exhibits that reflect unfavorably on the character of the meeting. This applies to displays, literature, advertising novelties, souvenirs, conduct, attire of persons, etc.

9. Security: The MPTA shall not be held responsible for the loss of, or damage to any material for any cause and encourage the exhibitor to exercise normal precautions to prevent loss or damage. MPTA will check name badges upon entering the exhibit hall and only allow those individuals authorized to enter this area.

10. Cancellation of Exposition: Should any situation beyond the control of the Missouri Physical Therapy Association arise to prevent the 2019 Spring Conference, MPTA will not be liable for any expenses incurred by the exhibitor except the rental cost of the booth space.

The theme of the 2019 Conference is



CONTRACT FOR EXHIBIT SPACE/SPONSORSHIPS
Missouri Physical Therapy Association
April 12-14, 2019

Sheraton Westport Lakeside Chalet
191 Westport Plaza
St. Louis, MO 63146

PLEASE PRINT OR TYPE

Company Name (*as you want to appear in promotions*): _____

Contact Name: _____ E-mail (*for confirmation*): _____

Address: _____ City/St/Zip: _____

Telephone: _____ Type of Company: _____

Rep. name (for name badge) _____

Rep. name (for name badge) _____

Rep. name (for name badge) _____

EXHIBIT BOOTH INFORMATION

\$360 for each exhibit booth — Number of booths requested: _____

If you have specific needs regarding the location of your booth, please indicate here:

If possible, please do not place our booth near the following companies: _____

Rental Policy: Full payment of booth space requested must be mailed with this contract.

Full payment must be received before space can be occupied.

Make checks payable to MPTA and send to: 205 E. Capitol Avenue, Suite 100, Jefferson City, MO 65101.

Written notice of cancellation received in the MPTA Administrative Office by April 10, 2019 will receive a refund of monies submitted minus a \$100 deposit. **No refunds will be allowed for cancellations made after April 10, 2019.**

The undersigned has read and hereby agrees to the MPTA Exhibitor Policies and Procedures for exhibiting at the 2019 Spring Meeting of the Missouri Physical Therapy Association.

Approved Signature

Date

(OVER)

SPONSORSHIP OPPORTUNITIES

Meal/Break sponsorships

Your company will be given special recognition at the sponsored event.

- Breakfast — \$300
- Lunch — \$500
- Break — \$300
- Student Reception— \$500
- General Sponsorship of \$ _____

Program Advertising

Programs are distributed to every attendee.

Ads must be e-mailed to lindsay@bardgett.net no later than April 1, 2019.

- \$400 for a ½ Page Ad
- \$800 for a Full (8 ½ x 11) Page Ad

Student Sponsorship

\$80/Student - sponsorships are for the Full Conference and must be received by **April 1, 2019**

We would like to sponsor _____ student(s) at \$80 each for a total of \$ _____

- We would like MPTA to use sponsorship to help any deserving PT/PTA student*
- We would like MPTA to use sponsorship to assist a student from the following school:*

PAYMENT INFORMATION

Our company would like to take advantage of the following opportunities:

Exhibit Booth Fee \$360 each \$ _____

Sponsorship options above \$ _____

Total amount enclosed \$ _____

Check Enclosed (*payable to MPTA*)

MasterCard Visa Discover (*charges may be securely faxed at 573-636-6899*)

Card# _____ Exp. _____ 3 digit code _____

Signature _____

If enclosing a check, please make payable and remit to:

Missouri Physical Therapy Association
205 East Capitol Avenue, Ste. 100
Jefferson City, MO 65101

We look forward to seeing you at the 2019 MPTA Spring Conference!