

Call For Technical Workshops

THE AMERICAN ACADEMY OF ORTHOTISTS AND PROSTHETISTS INVITES YOU TO PARTICIPATE IN THE
44th Academy Annual Meeting and Scientific Symposium
Hyatt Regency New Orleans New Orleans, LA February 14-17, 2018

Workshop Contact Information

Please type, print, or adhere your business card.

Company Name _____

Contact _____

Telephone _____

Fax _____

Email _____

Technical Workshop Abstract Information

Category which best fits your topic (select one)

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Orthotics, spinal | <input type="checkbox"/> Patient Management | <input type="checkbox"/> Orthotics, Lower Extremity | <input type="checkbox"/> Sports Medicine |
| <input type="checkbox"/> Orthotics, Upper Extremity | <input type="checkbox"/> New Breakthroughs | <input type="checkbox"/> Prosthetics, Lower Extremity | <input type="checkbox"/> Prosthetics, Upper Extremity |
| <input type="checkbox"/> Other, Please specify _____ | | | |

Title and description will be printed in our Preliminary & Final Programs.

Title and abstract description (50 word maximum) must be submitted electronically.

Send to Diane Ragusa at dragusa@oandp.org.

The Academy reserves the right to edit descriptions.

Yes, I would like to sponsor _____ Technical Workshop(s) @ \$1300 each _____ (limited to 2)
Please Charge \$ _____ to my VISA MasterCard American Express

Card Number: _____ Exp. Date: _____ Authorized Signature: _____ Date: _____
Check in the amount of \$ _____ enclosed (Make checks payable to: AACOP)

Mail Attention: Exhibits, The American Academy of Orthotists & Prosthetists, 1331 H St., NW, Suite 501, Washington, DC 20005

Fax: (202) 380-3447

Phone: (202) 380-3663

You must be an exhibiting company to apply.

See reverse side for guidelines and conditions.

Guidelines and Conditions

Deadlines: July 1, 2017 (for inclusion in the Session Preview)
July 15, 2017 (for inclusion in the Preliminary Program)
November 15, 2017 (for inclusion in Final Program)

Technical Workshops

1. The sponsor will be charged a fee of \$1300 per workshop. This fee will cover the cost of the room, theatre seating and help defray the cost of beverage breaks for attendees. Any audiovisual or other needs must be arranged and paid for by the workshop sponsor. If such arrangements are necessary, you will be advised of the official audiovisual contact.
2. Selection of workshops will be based upon content of program and balance between prosthetic and orthotic topics. Selection of workshops is on a first come/first served basis.
3. Sponsoring company must be exhibiting to host a workshop.
4. Direct sales presentations are prohibited and orders may not be taken during the workshop.
5. The Academy cannot be held liable for any costs incurred by the sponsoring company for "no-show" attendees.
6. There will be **no refund** issued if a sponsoring company cancels once they have applied and been accepted.
7. Sponsorship of technical workshops **is limited to two (2) per manufacturer**. In the event that rooms are available closer to the meeting date, the Academy reserves the right to open additional slots.
8. Deadline for receipt of abstracts is July 1, 2017 for inclusion in the Session Preview, distributed to 13,000 O&P Professionals. Deadline for inclusion in the Preliminary Program sent to over 17,000 practitioners is July 15, 2017.
9. There is no deadline for attendee registration and on-site registration for these workshops.
10. There will be two tiers of workshops. The **tentative** workshop schedule is:
 - a. **Tier I:** 8:00 am - 12:00 pm - Wednesday, March 14
 - b. **Tier II:** 1:00 pm - 5:00 pm - Wednesday, March 14

Note: The Academy has no objection if a company desires to split its assigned period into two shorter workshops.
11. Use of equipment in a workshop: It shall be the responsibility of the workshop host company to ensure that the company is in compliance with existing fire and safety regulations. It is advised that each company hosting a workshop contact the Convention Services Manager at the Hyatt Regency for the purpose of ascertaining applicable regulations and the existence of any restrictions (ie. ovens) and to order additional food and beverage for their workshop.

Questions? Contact Diane Ragusa (202) 380-3663 or email dra@oandp.org.