EXHIBITOR INFORMATION

The Ohio Osteopathic Foundation and the Ohio University Heritage College of Osteopathic Medicine is pleased to announce its 7th Annual Ohio Osteopathic Symposium.

Ohio Osteopathic Symposium
April 20 – 24, 2016
Columbus Hilton at Easton Town Center
3900 Chagrin Drive, Columbus, OH 43219 (614) 414-5000

Because you are a recognized supporter of osteopathic medicine, we are extending you the opportunity to participate as an exhibitor and financial supporter of our Symposium. The Ohio Osteopathic Symposium is the state's largest CME program for osteopathic physicians, with an anticipated attendance of more than 500 physicians. Due to the distinctive nature of this program, the educational quality, and overall value, many physicians cite it as the only CME program they will attend during the year.

EXHIBITOR BENEFITS

- Direct and targeted access and visibility to physician decision-makers from across Ohio and nearby states. Attendee traffic designed to maximize your exposure.
- Incentives for physicians to visit each exhibitor. To be eligible for the Symposium Grand Prizes, physicians are required to visit all displays and secure exhibitors' initials.
- Three (3) refreshment breaks, listed in the program, to network with physicians. (1.5 hours)
- Continental Breakfast with Symposium attendees on Thursday and Friday. (2.0 hours)
- Exhibitor awards for *Most Educational Exhibit, Judges Choice, and Best Overall* to be presented at the Welcome Reception.
- Complimentary pre and post Symposium mailing lists.
- Listing in the overall program.
- Listing in the summer edition of the *Buckeye Osteopathic Physician.*
- One (1) skirted 6' x 30" table with two (2) chairs, skirted in black.
- Boxed lunches will be provided upon request for Thursday lunch.

SPONSOR/EXHIBITOR OPPORTUNITIES

Sponsor Package (limited quantity available) **- $1,500**

- A *prime* exhibit location will be assigned.
- An exclusive, pre-Symposium email blast will be sent to Ohio DO's highlighting your sponsorship.
- An acknowledgement (with logo) as a sponsor will be listed in the overall program if deadline for submission is met.
- Signage will be on display recognizing sponsorship.

Exhibitor Package - $1,200

- Tables will be assigned on a first come, first served basis.

ADVERTISING OPPORTUNITES

Program Booklet Sponsorship - pricing below

- Full page, full color ad on the *back cover* of the overall program (limit 1) - $1,200
  AD SIZE: 8.5" wide x 11" high, LIVE SPACE: 8" wide x 10.5" high, FULL BLEED: 8.75" wide x 11.25" high

- One ½ page, full color ad on *inside, front cover* in the overall program (limit 2) - $600
  AD SIZE: 8.5" wide x 5.5" high, LIVE SPACE: 8 wide x 5" high, FULL BLEED: 8.75" wide x 5.65" high

- One ½ page, full color ad on *inside, back cover* in the overall program (limit 2) - $500
  AD SIZE: 8.5" wide x 5.5" high, LIVE SPACE: 8 wide x 5" high, FULL BLEED: 8.75" wide x 5.65" high

You must contact *Carol Tatman* at the Ohio Osteopathic Foundation at (614) 299-2107 with payment and advertising information by MARCH 1st, 2016 for ad placement in the program. Your high-resolution photographs/artwork must be complete and submitted as a jpeg 300 dpi or a high-resolution PDF.

EXHIBITOR INFORMATION

Symposium Dates: Wednesday, April 20, 2016 - Sunday, April 24, 2016

Exhibit Hours: Thursday, April 21 8:00 am – 5:00 pm
Friday, April 22 8:00 - 11:45 am

Exhibitor Set-Up: Wednesday, April 20 6:00 – 9:00 pm
Thursday, April 21 6:00 – 7:00 am

EXHIBITOR INFORMATION *continued*

Deadlines:

Participation deadline **-** March 11, 2016
Advertising/Logo deadline – March 1, 2016 *see rules and regulations

Exhibitor Registration:

For secure on-line processing, click on the On-line Exhibitor Participation Form.

Exhibit Needs:

If electrical service or internet access is needed, click here to download the Exhibit Service Order form. Please send your payment directly to the Hilton.

Exhibit Shipping:

You may forward exhibit materials directly to the hotel. All packages must be shipped **no earlier** than April 18, 2016 and must be labeled ***"HOLD FOR OHIO OSTEOPATHIC SYMPOSIUM, April 20 – 24, 2016****", c/o Receiving Department, Hilton Columbus at Easton, 3900 Chagrin Drive, Columbus, OH 43219.* Make sure that your company name is marked clearly on each package.

Questions:

If you have further questions regarding exhibit or advertising details, please contact ***Carol Tatman*** at the Ohio Osteopathic Foundation at (614) 299-2107 or email ctatman@ooanet.org. We look forward to working with you!!

Ohio University Heritage College of Osteopathic Medicine (OU-HCOM) is the accredited CME sponsor of the Ohio Osteopathic Symposium. OU-HCOM also agrees to: 1) abide by the AOA Guidelines for Relationships between Accredited Sponsors and Commercial Supporters of CME, 2) Acknowledge educational support from the Commercial Supporter in program brochures and other appropriate program materials, and 3) upon request, furnish the Commercial Supporter a report concerning the expenditures of the funds provided.

All Commercial Supporters must agree to abide by all requirements of the AOA Guidelines for Relationships between Accredited Sponsors and Commercial Supporters of CME

2016 OHIO OSTEOPATHIC SYMPOSIUM
EXHIBITOR RULES AND REGULATIONS

1. **GENERAL:** All exhibitors agree to be bound by the following rules and regulations, which are part of this Exhibition Agreement: All points not covered will be subject to the decision of the Exhibit Committee.

2. **EXHIBIT CONTENT:** The Exhibit Committee reserves the right to decline or prohibit any exhibit or any part of an exhibit or proposed exhibit which, in its judgment is not suitable to or in keeping with the character of the exhibition. This reservation is all-inclusive and pertains to any person, product or printed material.

3. **EXHIBIT PRICING:** Sponsorship Package - $1,500, double Sponsorship Package - $2,600. Exhibitor Package - $1,200, double Exhibit Package - $2,000. Internet and electrical service for exhibitors is available from the hotel at additional cost.

4. **EXHIBIT ASSIGNMENTS:** Show management will make allocations of space guided by requirements of individual exhibitors and reserves the right to, upon notice to exhibiting firm, arrange the floor plans and/or relocate any exhibit if deemed advisable in the best interests of the exposition.

5. **DEADLINES:** The deadline for participation as a sponsor or exhibitor at the 2016 OOS is March 11, 2016. The deadline for advertising/logos is March 1, 2016. If deadlines are missed, sponsors will forfeit opportunities related to logos/advertising/signage or emails.

6. **SUBLETTING:** Subletting or changing of space is prohibited. Persons from non-exhibiting firms are prohibited from any detailing within the exhibition areas or the meeting rooms.

7. **MARKETING ACTIVITIES OUTSIDE EXHIBIT SPACE:** Exhibiting firm may not extend its marketing activities in any way or at any height level beyond the three-dimensional boundaries of its exhibit space. Displays of any kind, including products, advertising, promotional signs, literature, novelties, personal interaction, etc., will not be permitted in other exhibit spaces or public areas such as aisles, entranceways, lounges, approaches, corridors, meeting rooms, or other areas of the exposition hall or surrounding areas of hotel properties.

8. **EXHIBIT PERSONNEL:** The exhibitor agrees to furnish a complete list of exhibit personnel to the Ohio Osteopathic Foundation at least 15 days prior to the set up. The exhibitor shall see that the table is properly staffed at all times during the announced exhibit hours to initial physician cards which are entered into a prize drawing. The exhibitor agrees that at least one person remains in the booth until the closing of the exhibits at 12:00 pm, Friday, April 22, 2016.

9. **SECURITY:** The sponsors do not provide security during or after hours of exhibition. Each exhibiting firm has the responsibility of safeguarding its own exhibit materials or goods from the time they are placed in the exhibit space until they are removed.

10. **LIABILITY:** The exhibiting firm agrees to make no claim against the Ohio Osteopathic Association, the Ohio Osteopathic Foundation, the Ohio University Heritage College of Osteopathic Medicine or any of its sponsoring organizations, agents, or employees on account of loss occasioned by fire, accident, theft, storm, or damage from negligence; or on account of any injury to the exhibitor or exhibitor's employees while in the exhibit quarters; or for damage of any other nature or character, including any damage to the exhibiting firm's business as a result of the exhibit, or as a result of its installation or removal; or excepting claim for refund of amounts previously paid for failure to hold the exposition as scheduled.

11. **CANCELLATION POLICY:** The OOF must receive written notification of cancellation by March 11, 2016 to grant refunds. Cancellations received after this date will be charged a $100 cancellation fee. **There will be no refunds for cancellations made after April 4, 2016.**