2020 Exhibit Table / Sponsor Contract

**Idaho Osteopathic Physicians Association**

**2020 Annual Spring CME Conference**

**April 17-18, 2020 – Courtyard Marriott- Meridian, ID**

Idaho Osteopathic Physicians Association (IOPA)

c/o Suzanne Frederick

Executive Director

13526 West Telemark St.

Boise, ID 83713

208-890-6327

73-3193243 *Federal ID #*

**Company Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Major products/services to be exhibited**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payment of $650 per exhibit table/sponsorship is enclosed:

Check # \_\_\_\_\_\_ or

Credit Card: MC, Visa # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Sec. Code \_\_\_\_\_ Exp. \_\_\_\_/\_\_\_\_\_

Name on Card: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Send space confirmation and conference information to:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:

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City, State, Zip:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name, address and phone of reps at conference, needed by 10-7-2019 for name badge**

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We desire to exhibit on October 18-19, 2019 at the IOPA Annual Fall Conference to be held at Eagle Hilton Garden Inn- Eagle, ID. Each exhibitor will have a 6’classroom table.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EXHIBITING INFORMATION

IOPA expects 30-40 physicians to attend this CME, which will offer up to 18 hours of CME.

Exhibit fee is **$650** and includes the following:

• Tabletop exhibit space Friday October 18 and Saturday October 19, 2019.

• Chairs.

Please send your check, payable to Idaho Osteopathic Physicians Association (IOPA’s Federal ID number is 73-3193243), or credit card information with the registration form, to IOPA, c/o Suzanne Frederick, 13526 West Telemark Street, Boise, ID 83713.

**EXHIBIT SPACE**

IOPA will accommodate a total of 6 table exhibits.

NOT INCLUDED WITH EXHIBIT SPACE

Exhibit rental **does not** include

1. Security guard services

2. Drayage and placement of display equipment

3. Decoration and related expenses

4. Labor (i.e. carpentry, electricians)

5. Receipt of shipped materials

6. Storage of any exhibit related material

7. Lighting, electrical power, or Internet to the booths

8. Gas, water or phone line

Requests for any of the above must be made, in advance, to the hotel. Any expenses incurred shall be the responsibility of the individual making the request.

**RULES & REGULATIONS**

IOPA reserves the right to make such amendments and additions to these rules and regulations as shall be considered necessary for the proper conduct of the convention. All such rules are made in the best interest of all exhibitors. It is unlikely that any modification of the space allotted or diagram will be necessary. IOPA reserves the right to adjust and add or delete exhibit space, if necessary.