

Dear OAASC Sponsor and Exhibitor,

The Ohio Association of Ambulatory Surgery Centers is pleased to invite your company to participate in the 2017 OAASC Conference & Tradeshow being held on September 20-21, 2017 at the Hilton Polaris Hotel in north Columbus, Ohio.

The OAASC offers one of the most comprehensive state ambulatory surgery center conferences in the country and the <u>ONLY</u> one in Ohio. All surgery center decision makers, nurses, administrators, business directors, physicians and other center staff from throughout Ohio are invited to attend this educational event.

Last year's conference drew over 300 attendees from more than 100 ASCs across the state and we are expecting the same or better results this year. And once again, we have excellent sponsorship and exhibitor opportunities available for you and your company.

By becoming a sponsor and supporting the OAASC, you will not only gain valuable exposure but receive special benefits available only to sponsors. These benefits can range from the promotion of your company, complimentary exhibit space, brand recognition, acknowledgement in the conference program and OAASC e-newsletter, plus much more. Additionally, in comparison to similar ASC and health care-related events, the OAASC conference is very affordable.

We look forward to working with you to make the OAASC 2017 Conference & Tradeshow an unforgettable experience.

Sincerely,

Randy Leffler Executive Director OAASC **Tentative Vendor Schedule**

based on 2016 conference

Tuesday September 19

6:00 p.m. Set-up (might be available sooner)

6:00 p.m. – 9:00 p.m. Welcome Reception Hotel Lobby

Wednesday September 20

8:00 a.m. - 5:00 p.m. - Exhibit Times

5:30 p.m. – 9:00 p.m. – Evening Social Event Exhibitors Invited

Thursday September 21

7:00 a.m. – 11:00 a.m. – Exhibit Times 11:00 a.m. – Exhibit Tear-down 12:00 noon – Lunch with Membership



Sponsorship Opportunities

Premier Sponsorship - \$7,000 (1 available)

- **Two** combined <u>complimentary</u> exhibit spaces (perfect for a large display), four complimentary conference attendees
- Exclusive sponsorship of Wednesday Evening Event or Thursday Lunch!
- Opportunity to Speak at a General Session of the Conference
- Logo Banner in Conference Area
- Promotional Material in Conference Packet
- Recognition in ALL conference materials, including **full page ad** in program*
- Large logo on brochure*
- Signage and recognition during sponsored event
- Pre-registration electronic attendee list four and two weeks before conference
- Website banner advertisement for one year
- Article and ad in OAASC e-newsletter

Polaris Sponsorship - \$2,500 (4 available)

- 50% discount on exhibit space, three name badges
- Sponsorship of one of the following events (your choice):
 - Wed or Thurs breakfast
 - Tuesday night welcome reception (full sponsorship)
 - Wednesday night event (if not taken above)
 - Conference Keynote Speaker
- Recognition in promotional materials, including half page ad in program*
- Medium logo on brochure*
- Signage and recognition during sponsored event
- Pre-registration electronic attendee list two weeks before conference
- Complimentary listing on the OAASC website

Blue Sponsorship - \$1,000

- 25% discount on exhibit space
- Sponsorship of one of the following events (your choice):
 - Wed or Thurs morning break
 - Thursday or Friday afternoon break
 - Tuesday night welcome reception (one of three possible sponsors)
- Recognition in promotional materials, including quarter page ad in program
- Small logo on brochure
- Pre-registration electronic attendee list two weeks before conference
- Complimentary listing on the OAASC website

General Conference Support - \$400

- Recognition in promotional materials
- Name on brochure
- Electronic copy of attendee list after the conference

*Materials are time sensitive

Exhibit Opportunities

All 2017 Exhibit Spaces - \$950 Members/\$1,650 Non-Members

See Floor Plan for Booth Numbers

- Two exhibitor name badges
- Meals for exhibitor attendees
- Attendance to all sessions at the conference and CEUs is applicable
- (1) 8 foot tabletop exhibit space, two chairs
- Conference program recognition
- PDF Pre-registration attendee list

Electric available at an additional cost (see registration form for details). *NOTE. Exhibits will only be reserved once payment is received.*

Exhibit Extras

Pick one or more of the following items to add on to your exhibit space to create a complete marketing package!

Conference Packet Insert - \$200 (vendor responsible for copies) • Conference Tote Bag Sponsor (including logo on front of bag) \$750 • Lanyards for nametags (including logo) - \$350 • Conference Full Page Program Ad - \$200 • Conference Half Page Program Ad - \$175

Sample Exhibitor Agenda Based on 2016 Conference

Pre- Conference – Sept 19 (Setup Available – Attendee Reception/Hotel Lobby)

September 20

8:00 - 9:00 - Registration, Vendor Visits, Continental Breakfast, and Networking

9:00 - 9:15 - Welcome Address

9:15 - 10:30 - Keynote

10:30 - 10:45 - Vendor Visits

10:45 - 11:45 - Breakout Sessions 1

11:45 – 2:00 - Lunch, Vendor Visits and Networking

2:00 - 3:00 - Breakout Sessions Session 2

3:00 - 4:15 - Vendor Visits

3:15 - 4:15 - Breakout Session 3

4:25 - 5:25 - Breakout Session 4

5:50 – 9:00 - Evening Event (all vendors invited and welcome – great networking experience)

September 21

7:00 – 8:00 - Registration, Vendor Visits, Continental Breakfast, and Networking

8:00-8:15 - Welcome Address

8:15 - 9:30 - Keynote

9:30 - 9:45 - Vendor Visits

Breakout Sessions 5 - 9:45 - 10:45

10:30 - 11:00 - Vendor Visits

Breakout Sessions 6 – 11:00 – 12:00 (Vendors may pack during this time)

Lunch 12:00 – 1:30 (Vendors are welcome to join and network)

Shipping Information

Materials that are sent to the hotel should be addressed as the following: *Hilton Polaris Columbus 8700 Lyra Dr, Columbus, OH, 43240*

Address your shipments as follows:

Attention: Hilton Polaris Event Coordinator Exhibitor Name:
Exhibitor Company Name:
OAASC Annual Conference
September 20-21, 2017
of boxes: _____ (X of X... 1 of 3, 2 of 5, etc.)

Raffle Items

We will be raffling off various donated vendor items during the program. If you would like to donate an item that represents your organization, that would be wonderful and gracious of you... not to mention another way to get some exposure. Please let us know in advance if you know what you will be bringing to conference so that we can promote it. Bring your raffle item to the registration desk and we will present it the winner during lunch on the second day.

About the OAASC

The OAASC is serving as the focal point for information impacting the growing community of nearly 200 licensed ambulatory surgery centers in Ohio. In this era of rapidly changing health policy, health care financing, and delivery system re-engineering, it is critical for those of us involved in ambulatory surgery to work together on mutual goals. OAASC is committed to enhancing the quality of care provided by ASCs in Ohio and to promoting high standards of professional conduct among all organizations providing ambulatory surgical care. To learn more about us, find us on the web at www.oaasc.net or call us at 614/358-0177.

OAASC Annual Conference 2017 Exhibitor/Sponsor Agreement Form September 20-21, 2017 • Hilton Polaris Columbus, OH

SPONSORSHIP OPTIONS - Particle Street #7 000	
 □ Premier Sponsorship Fees \$7,000 □ Blue Sponsorship Fees \$1,000 □ General Conference Sponsorship Fees \$400 	
Event to sponsor (please see sponsorship info): □Tues Night Welcome Reception □Wed/Thurs Breacong □Wed/Thurs Breakfast □Wed/Thurs Luncheong □Wed Night Main Event □Keynote Speaker	k Sponsorship Fees: \$
EXHIBIT OPTIONS (please include discount from sponsorship or membership if applicable) Exhibit Fees Member \$950 Exhibit Fees Non Member \$1650	
□ Exhibit Fees Non- Member \$1650	Exhibit Fees: \$
Booth Choice 1 Booth Choice 2 (assignments will be made based on when payments are received)	
Complimentary table needed for exhibit Yes Agreement)	No (see item 3 in the Exhibit Terms of
List any companies you do not want to be near (we was accommodate your request, but can make no guarant	• • • • • • • • • • • • • • • • • • •
Raffle Item (if known at this time)	
EXTRAS Exhibit Extras □ Program Ad \$300 □ Program Ad \$175 □ P Tote Bag \$1000	acket Insert \$200 □ Lanyards \$500 □
Electricity □ Outlet Connection - \$100 □ Extension Cord - \$50 □ Power Strip - \$50	
	Extras Fees: \$
(Please type or print names exactly as they should appear in program, on name badges, and on signage.)	
Company Name	
Address:	
City: State: Zip: Primary Contact: Email	Phone:
Liming Contact.	

-registration form continued on next page-

(all information will be mailed or emailed to this individual for distribution to onsite representatives)

for \$100. Print names as you want them to appear on badges. Onsite Representative 1: Onsite Representative 2: Email: Onsite Representative 3: ______ Additional Registrant Fee: \$ _____ Onsite Representative 4: Email: Briefly describe your company/products/services for our Exhibitor Directory (25 words or less – attach if needed): **Payment Information: Total Due: \$_____** Please send this completed form with payment to: OAASC, P.O. Box 340225, Columbus, OH 43234, fax: (614) 467-2071 Sponsor + Exhibits + Extras or email: rleffler@oaasc.net Please make sure you discount your exhibit **Method of Payment:** □ Check Enclosed (payable to OAASC) fees if you choose a Platinum, Gold or Silver sponsorship. □ Visa □ MasterCard □ American Express □ Discover □ Check (mail) Exp. Date: CCV* *This is the 3-digit number on the back of your credit card (Amex, 4-digit number on the front of your credit card). Name on Card: Billing Address: Authorized signature below indicates that you have read this form and the terms of agreement on page 5 and that you agree to abide by the conditions stated. Authorized Signature Date

Onsite Representatives (TWO name badges are included with exhibit space <u>unless</u> otherwise indicated in sponsor package.) Additional name badges (and benefits) can be purchased

OAASC Conference Exhibit Terms of Agreement

The following terms shall become binding upon the acceptance of this agreement between the applicant and his/her employees and the OAASC, the meeting and exhibit host.

1. BOOTH ASSIGNMENT

Exhibit space will be assigned based on the date contract is received with payment in full. In the case of multiple contracts received on the same date, priority will be given to those exhibitors who are also members, sponsors and/or to those who have previously exhibited with OAASC.

2. DISMANTLING

All exhibits must be dismantled and removed no later than 2:00 p.m. September 21, 2017 otherwise OAASC reserves the right to remove the exhibit at the exhibitor's cost.

3. TABLETOP DIMENSIONS

Each area is defined by the 8' table and two chairs provided. The height of any part of the display may not exceed 8 feet from the floor, nor may the display come forward more than 3'. You have the option to have the table removed to leave room for a display of the same size, which can be indicated on the agreement form.

4. USE OF EXHIBIT SPACE

Exhibitors shall reflect their company's highest standards of professionalism while maintaining exhibit space during exhibit show hours. No exhibitor shall assign, sublet or share exhibit space.

5. LITERATURE DISTRIBUTION

All literature must be distributed within the booth space assigned. No materials may be placed on tables or chairs, attached to meeting space walls or ceilings, or left in public places or distributed in aisles, lounge areas or other exhibitor booths. Items found in these places will be disposed of without question.

6. DAMAGE TO PROPERTY

Exhibitors are liable for any damage caused to building, floors, walls, columns, or to standard exhibit equipment or to other exhibitor's property.

7. CANCELLATION

No cancellation shall be acknowledged unless received by the OAASC's office in writing. Should an exhibitor wish to cancel this agreement at least 10 days before the event, a full refund minus a \$50 cancellation fee will be made by OAASC; no refunds will be made for cancellations with less than a 14 day notice.

8. FIRE AND SAFETY REGULATIONS

All local regulations will be strictly enforced and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets and fire exits must be left accessible and in full view at all times. All disposable materials and decorations must be flameproof and subject to inspections.

9. LIABILITY AND INSURANCE

Exhibitors are responsible for securing all necessary licenses or consents. Exhibitor agrees to indemnify, defend and hold OAASC harmless from and against any claim of liability and any incident or resulting loss, cost, or damage for failure to obtain these licenses or consents.

10. ELIGIBLE EXHIBITS

OAASC reserves the right to determine the eligibility of any company or products for inclusion in the meeting and reserves the right to reject, evict or prohibit any exhibit in whole or in part, or any exhibitor, or his representatives, with or without giving cause.

Ohio Association of Ambulatory Surgery Centers 2017 Annual Conference

Sept 20 & 21, 2017 - More Exhibit Spaces Expected Soon

