Virginia Society of Otolaryngology – Head and Neck Surgery



APRIL 8 & 9

2022 ANNUAL MEETING

KINGSMILL RESORT

Exhibitor Packet

Your company is extremely important to the profession and we would like to cordially invite you to showcase your products and services. This year's meeting offers you an excellent opportunity to make sales, widen your exposure and stimulate repeat business. Take this opportunity to build and maintain customer relations, enhance your image and test new products and services. We encourage you to review the exhibit packages described and to make the decision today to participate in the 2022 VSO-HNS Annual Meeting!

VIRGINIA SOCIETY OF OTOLARYNGOLOGY – HEAD & NECK SURGERY, INC.

The Virginia Society of Otolaryngology (VSO_HNS) is made up of the state's leading physicians in the treatment of ear, nose and throat diseases. The conference gives you ample opportunities to interact with over 120 otolaryngologists who represent all regions of the Commonwealth and include associations with all Virginia medical schools.

EXHIBIT HOURS

Thursday, April 7, 2022

Time-TBD Exhibitor Set Up

Friday, April 8, 2022

6:00 a.m.-7:30 a.m. Exhibitor Set up 8:00 a.m. – 5:00 p.m. Exhibits Open

Saturday, April 9, 2022

7 a.m. – 1:00 p.m. Exhibits Open 1:00 p.m. – 2:30 p.m. Tear Down

All breaks will be held in the Exhibit area.

BENEFITS OF EXHIBITING:

PLATINUM LEVEL

\$5,000

- All Exhibit benefits listed above, but includes five complimentary vendor registrations
- TWO 6 ft exhibit tables for maximum exposure to meeting attendees
- First Choice of table location
- Platinum Sponsor ribbon to wear at conference
- Listed as Platinum Level Contributor in meeting material, website and Exhibitor Directory
- Recognized at podium by Chapter president as Platinum Level Contributor
- Recognition on PowerPoint slides at the Opening and Closing General Sessions
- Four Facebook, LinkedIn and/or Website posts about company's attendance at meeting

GOLD LEVEL

\$3,000

- All Exhibit benefits listed above, but includes four complimentary registrations
- Choice of table location (after Platinum level)
- Specific signage for each Gold Level Contributor
- Gold Sponsor ribbon to wear at conference
- Listed as Gold Level Contributor in meeting material, website and Exhibitor Directory
- Recognition on PowerPoint slides at the Opening and Closing General Sessions
- Recognized at podium by Society president as Gold Level Contributor
- Two Facebook, LinkedIn and/or Website posts about company's attendance at meeting

SILVER LEVEL

\$2,250

- All Exhibit benefits listed above, but includes three complimentary registrations
- Specific signage for Silver Level Contributor in meeting material, website and Exhibitor Directory
- Recognized at podium by Society president as Silver Level Contributor
- Special consideration for table placement
- Silver Sponsor ribbon to wear at conference
- Recognition on PowerPoint slides at the Opening and Closing General Sessions

EXHIBIT LEVEL | TABLETOP OR FLOOR

\$1,500

- Includes two complimentary registrations to all meeting sessions and hotel food functions.
- Participation in "Play to Win" where participants visit each exhibit booth and enter a raffle
- Inclusion Exhibitor Directory, meeting material and website listing of vendors
- 2 Tickets to Welcome Reception

ALL EXHIBIT SPACES INCLUDE:

- One 2' x 6' skirted table (Platinum level includes 2 tables)
- Two chairs
- Fee includes all hotel food breaks



EXHIBIT APPLICATION FORM

To reserve your space at the 2022 Annual Meeting of the Virginia Society of Otolaryngology, please complete the following and return by **March 11, 2022.** The Society's Tax ID number is: 54-2024436

Make check payable to: Virginia Society of Otolaryngology – Head & Neck Surgery, Inc.

2821 Emerywood Parkway | Suite 200 | Richmond, VA 23294

FAX: (804) 788-9987

You may also register and pay online at www.vso-hns.org!

List	ed below is how yo	ou desire your pa	rticipatio	n to be acknowledg	ged at the 2022 pro	ogram:
Cor	mpany Name:					
Cor	ntact Person:					
Cor	ntact Person E-mai	:				
On	-Site Representativ	e:				
On	-Site Representativ	e Address:				
City	y/State/Zip:					
Pho	one Number:			Email addres	s:	
				n-Site Representativ		
2)_			_			(Silver Level and higher)
						(Gold Level and higher) _ (Platinum Level and higher)
	ASE RESERVE THE	•				
		· ·		Gold Level		
	Silver Level	\$2,250		Platinum Level	\$5,000	
	Contribute \$25 gift card(s) for raffle. # of \$25 gifts cards (add appropriate amount to exhibit fee)					
PA	YMENT METHOD					
	Check Enclosed (Pa	yable to VSO-HN	IS)			
	Pay by credit card	online at www.V	SO-HNS.c	org		

De	scription of Company and Products/Services: for Exhibitor Program					
(print or E-mail a separate document; 30 words <u>max</u>)						
ΑD	DITIONAL INFORMATION					
	If possible, do not locate us near the following company (ies):					
	I will require electricity for my exhibit. Electrical & IT Services shall be contracted directly with the hotel.					
	Information to order these services will be sent at a later date.					
	Please e-mail a hi-resolution copy of your company logo for inclusion in meeting material. E-mail to					
ifol	lmer@ramdocs.org.					

HOTEL ACCOMMODATIONS

We have reserved a limited number of rooms at The Kingsmill Resort at a discounted rate. Book the room that best accommodates your needs by calling Kingsmill at 757-253-1703 and requesting the discounted VSO room rate of \$199.00. Our room block expires on March 24, 2022, but rooms may sell out before then.

REGULATIONS: Exhibitors may not sublet or assign any portion of their exhibit space to others. The VSO-HNS reserves the right to approve the character of any exhibit and prohibit any display with excessive noise or other objectionable features. It is agreed that exhibitors shall assume all responsibility for any loss, damage, or injury they shall have or cause, and they shall indemnify and hold harmless The Virginia Society of Otolaryngology – HNS from all liability. The exhibitor shall assume all responsibility and liability for losses, damages, and claims arriving out of injury or damage to exhibitor's displays, equipment and other property brought upon the premises by the Hotel, and shall indemnify and hold harmless the hotel, agents, and employees from any and all such losses, damages and claims. Exhibitors assume responsibility for costs incurred for equipment, services, etc., rented or request ions by them through the Hotel. We have read and fully understand all details and agree to abide by the rules and regulations.

CANCELLATION POLICY: An exhibitor may cancel or withdraw from the meeting subject to the following conditions:

1) the exhibitor shall immediately file a written notice of intention to cancel or withdraw; 2) if written notice is received 30 days or more prior, the Chapter shall retain a sum of equal to fifty percent (50%) of the total cost of the reserved exhibit space; and 3) no refunds shall be made on cancellations received less than 30 days in advance of the meeting. Any exhibitor failing to occupy said space by the initial opening of the exhibit area shall forfeit that space and the Chapter shall have the right to use said space as desired

Your Exhibit Fee must be paid in full prior to the conference.

Contact Isabelle Folmer at 804-625-3851 or ifolmer@ramdocs.org
with questions!