



2012 Annual Conference Sponsorship and Exhibitor Application Form

July 18-21, 2012 • Hyatt Regency Century Plaza • Los Angeles, CA

To reserve your exhibit space and sponsorship, complete this application form and submit with 25% payment on or before January 15, 2012. After January 15, 2012, full payment must accompany this application. Down payment is non-refundable after March 1, 2012. **Apply online at: www.aamse.org/sponsorship**

Company: _____ Contact Person: _____
 Title: _____ Email Address: _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____
 Telephone: _____ Fax: _____
 Description of company products and/or services to be included in conference promotional literature (limited to 60 words): _____

Sponsorship Levels <input type="checkbox"/> Diamond Sponsor (\$30,000) <input type="checkbox"/> Platinum Sponsor (\$20,000) <input type="checkbox"/> Gold Sponsor (\$15,000) <input type="checkbox"/> Silver Sponsor (\$8,000)	Exhibit Space <input type="checkbox"/> Exhibit Space (\$4,000)
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Premiere Opportunities <input type="checkbox"/> Opening Reception (\$15,000) <input type="checkbox"/> Exhibitor Reception (\$15,000)	<input type="checkbox"/> Happy Hour (\$15,000) <input type="checkbox"/> Movie Night (\$15,000)
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Sponsorship & Marketing Opportunities <input type="checkbox"/> Registration Tote Bag (\$6,000) <input type="checkbox"/> Attendee Gift (\$6,000) <input type="checkbox"/> Conference Program (\$5,000) <input type="checkbox"/> Conference Notepad (\$2,500) <input type="checkbox"/> Conference Pen (\$2,500)	<input type="checkbox"/> Conference Seat Drop (\$2,500) <input type="checkbox"/> Conference Room Drop (\$2,000) <input type="checkbox"/> “Gobo” Spotlight (\$2,000) <input type="checkbox"/> PowerPoint Slides (\$500)
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Advertising		
	On-site Program Only	Registration E-Brochure & On-site Program
Full Page	___ \$700	___ \$1,200
Half Page	___ \$450	___ \$800
Quarter Page	___ \$300	___ \$500
Ad requirements, rules and specs can be found at www.aamse.org/adv .		

Payment Submission

Signed Terms and Conditions form must accompany payment (next page).

Amount \$ _____

Check Enclosed (made payable to AAMSE)

Visa **MC** **AMEX** Expiration _____

Credit Card Number _____ **Security Code #:** _____

Cardholder's Name _____

Cardholder's Signature _____

AAMSE Exhibit Terms and Conditions

- In exchange for payment in full for the exhibit space contracted by the exhibitor, AAMSE will provide the following: one (1) six foot skirted table (black linen), one (1) chair and standard electrical hook-up. Exhibit space will not have side or back drapes.
- If exhibitor requires Internet connection(s), advise Show Management. Additional charges will be the responsibility of exhibitor.
- For applications received by January 15, 2012, 25% of the total exhibit/sponsor fee is required as a deposit and must be paid with your application to reserve exhibit space. Thereafter, full payment is required.
- If an exhibitor or sponsor wishes to cancel before March 1, 2012, written notification must be sent to AAMSE. Exhibit space cancellations prior to March 1, 2012 will receive a refund of 50% of deposit paid. Cancellations after March 1, 2012 will not be granted a refund.
- Subletting of exhibit space is not permitted. Sharing of exhibit space is not permitted unless it is with divisions of the same organization and must be approved in advance by AAMSE.
- AAMSE reserves the right to (a) reject any exhibit application; (b) reject, prohibit, restrict or otherwise require modification of any exhibit for any reason; and (c) evict or ban any exhibitor whose exhibit, materials or conduct is objectionable for any reason.
- Violation of any regulations on the part of the exhibitor, its employees or agents shall void the right to occupy space, and such exhibitor will forfeit to AAMSE all monies that may have been paid.
- Upon evidence of violation, AAMSE may take possession of the space occupied by the exhibitor and may remove all persons and goods at the exhibitor's risk. The exhibitor shall pay all expenses and damages that AAMSE may thereby incur.
- Exhibitors may not affix anything to the walls, doors, floors or columns of the exhibit hall.
- Exhibitors may not place brochures, marketing materials or flyers outside of that company's assigned exhibit space.
- All illuminated displays and other equipment requiring electrical current must conform to local electrical codes. All extension cords must be 3-wire grounded and UL approved. Exhibitors are required to conform to all local labor regulations in the installation and dismantlement of their booth and exhibit fixtures.
- AAMSE must be notified of an exhibitor's intent to distribute food or beverage items. All such items must be approved by AAMSE and ordered directly from the Hyatt Regency Century Plaza. Exhibitors and sponsors are not permitted to bring in outside food or beverages.
- Security is not provided, therefore neither AAMSE nor the facility assume responsibility for damage to, loss of or theft of property.
- AAMSE must be notified of any off-site events scheduled by exhibitors or sponsors. Scheduling of off-site events that compete with AAMSE scheduled events is prohibited.
- EXHIBITOR AGREES TO BE RESPONSIBLE FOR HIS/HER OWN PROPERTY. EXHIBITOR SHALL RELEASE AND HOLD HARMLESS AND INDEMNIFY THE AMERICAN ASSOCIATION OF MEDICAL SOCIETY EXECUTIVES (AAMSE) FROM ANY AND ALL CLAIMS, OBLIGATIONS, LIABILITIES, CAUSES OF ACTION, LAWSUITS, DAMAGES, AND ASSESSMENTS, INCLUDING LEGAL FEES, THAT RESULT FROM AN ALLEGATION OF NEGLIGENCE ON THE PART OF THE EXHIBITOR OR AAMSE OR THIRD PARTIES IN THE USE OF THE EXHIBIT SPACE OR ACTIVITIES IN CONNECTION WITH THE USE OF THE EXHIBIT SPACE.

Special Accessibility Needs

In accordance with the Americans with Disabilities Act, AAMSE will make all reasonable effort to accommodate persons with disabilities at the Annual Conference. Please call (414) 221-9275 with your request, or send your request in writing by May 1, to 555 E. Wells St., Suite 1100, Milwaukee, WI 53202, or email to aamse@aamse.org.

Agreement Statement

YES, I have read and understand the AAMSE 2012 Exhibit Terms and Conditions and agree to participate in the 2012 Annual Conference as an exhibitor and/or sponsor as indicated on the contract.

Name (print): _____

Signature: _____

If you have any questions, please contact Jean Wenzel, AAMSE Director of Marketing at (414) 221-9275 or jwenzel@aamse.org.