



Florida Society of Rheumatology
2020 Annual Meeting

Exhibit Prospectus

July 10 -12

Orlando World Center Marriott
Orlando, Florida



Sponsorship Levels and Benefits

	Non-Profit (must purchase badges - 2 Max.)	Exhibit Space Only (\$5,000)	Level I - Corvette (\$15,000)	Level II - Bugatti (\$25,000)	Level III - Jaguar (35,000)	Level IV - Mercedes (\$50,000)
Company name listed in meeting program. (Exhibit Application deadline is June 10 th)	•	•	•	•	•	•
One - 6 foot tabletop display (NO booth displays allowed)	•	•	•	•		
Two - 6 foot tabletop displays or 1 booth					•	•
Sponsor recognition listed in meeting program & website			•	•	•	•
Attendance at the BOS Saturday Networking Reception			•	•	•	•
Attendance at the BOS Sunday Recognition Break			•	•	•	•
Amount of BOS lapel pins			2 Corvette	5 Bugatti	10 Jaguar	15 Mercedes
Opportunity to hold <u>ONE</u> sanctioned event during FSR annual meeting (see SE details for all requirements)					•	•
Opportunity for two representatives to attend the Friday night executive/faculty dinner					•	•
One complimentary poster at meeting (Must provide by April 12 th)						•
30 Minutes with the board (1 or 2 times a year)						•
Complimentary Badges (per day)	N/A	2	2	3	4	5
Optional Badges that may be purchased (per day) \$100 per badge *Must be purchased by June 14 th	N/A	N/A	2	3	4	5

Additional Sponsorship Opportunities

Partial Sponsorships Will Be Considered

Corporate support of the following opportunities is recognized in all promotional materials associated with Annual Meeting

For Levels III & IV ONLY

Faculty/Executive Board Non-CME Event

This is a networking dinner with no presentations.

Levels III & IV –

2 reps from your company are invited to attend.

Date: July 10

Time: 7:00 pm

Venue: TBA

For Level IV ONLY

30 Minutes with the Board

All Level IV companies will be provided 30 minutes with the FSR Board of Directors on Thursday, July 9, 2020 to discuss matters of importance to you. Times will be assigned.

Each company is permitted 2-4 reps to attend.
(Possibility of another 30 minutes provided in January 2021)

Additional Opportunity

Poster Presentations \$1,000 each

1. To participate your company MUST be one of the exhibiting companies at the meeting.
2. You must email your topics or presentations (whichever possible) to rheumatology7@aol.com by April 12th to gain approval from the FSR executive board.
3. You will be required to pay a fee of \$1,000 for each poster submitted. Payment may be made in check or direct deposit.
4. Poster boards are 4' x 6' horizontally.
5. Posters will be displayed on Friday and Saturday. They may be displayed beginning at 8:00 AM on Friday and must be taken down by 1:30 PM on Saturday.

FSR Executive Office

4909 Lannie Road, Jacksonville, FL 32218

904-765-7004 Phone ---- 904-765-7767 Fax

Rheumatology7@aol.com

www.floridarheumatology.org

Advertising Opportunities

Costs stated represent amount to be provided to FSR for these opportunities. Any additional costs, i.e., printing, hotel expense, etc. are the sponsors responsibility

WIFI - \$5,000

Support complimentary WIFI access in the physician meeting area. Attendees will receive card listing WIFI information and supporting company. WIFI must be reserved by April 12th. WIFI card printing is the responsibility of the sponsor.

Hotel Key Cards - \$5,000

Put your company or brand logo on the electronic key cards given to registrants staying in the hotel. The supporter will coordinate the production of the keycards and pay production fees directly with the hotel for distribution. Must be reserved by April 12th.

Onsite Program Inserts - \$5,000

Place your corporate or brand information in the attendee bags received upon onsite registration. Must be reserved by May 3rd. All onsite program inserts must be approved by the FSR office.

Hotel Door Drops - \$3,000

All door drop items must be approved by the FSR office. Once approved, supporter will go through the hotel to make the arrangements for distribution. No door drops shall be allowed without first getting the FSR approval. Multiple sponsorships available. Must be reserved by June 14th. The hotel cost for distribution is the responsibility of the sponsoring company.

Onsite Program Ad – 1,500

Every attendee will receive a final onsite program listing the classroom schedules, additional programs, exhibiting companies, etc. in their packets upon arrival. This sponsorship opportunity will include one full page color ad. All ads must be emailed to the FSR office by May 3rd. Must be sent in a JPEG format. PDF will not be accepted. Payment may be made in check or direct deposit and must be paid prior to the event.

Portfolio and Pens

Various Amounts

Portfolios and pens will be distributed to attendees. Company or brand logo can be printed on the portfolios or pens. Reserve by January 1st.

FSR Sponsorship/Exhibit Application

FSR TAX ID # 59-2106715

Company Name _____

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Do you require an electrical outlet? _____ Yes _____ No

Competitors (Please list all competing companies. Effort will be given to keep competitors separate)

Levels III & IV ONLY - Type of booth you will be displaying? _____ Tabletop _____ Booth (12 X 4 max.)

Exhibit/Sponsorship Total

\$ _____

List Complimentary Reps (see chart below for maximum allotted per level)

(If allowed extra reps they must be purchased online by JUNE 14th - DO NOT list extra reps here - complimentary reps ONLY)

Name _____ Email _____ Fri. _____ Sat. _____

Name _____ Email _____ Fri. _____ Sat. _____

Name _____ Email _____ Fri. _____ Sat. _____

Name _____ Email _____ Fri. _____ Sat. _____

Name _____ Email _____ Fri. _____ Sat. _____

Badge Chart	Non-Profit (must purchase badges - 2 Max.)	Exhibit Space Only (\$5,000)	Level I - Corvette (\$15,000)	Level II - Bugati (\$25,000)	Level III - Jaguar (35,000)	Level IV - Mercedes (\$50,000)
Complimentary Badges (per day)	N/A	2	2	3	4	5
Optional Badges that may be purchased (per day) *Must purchase online	N/A	N/A	2	3	4	5

I have read and agree to abide by all requirements, restrictions and obligations set forth in the 2020 Agreement, the policies governing exhibitors, and those which may be set forth in the future in connection with the 2020 Annual Meeting. We/I further acknowledge that FSR reserves the right to reject, at its discretion, any application to exhibit. I understand it is my responsibility to distribute the rules and regulations to all representatives attending who will be required to abide by stated rules.

This Page Must Be Signed & Returned Prior To Exhibit Approval! DEADLINE is June 10th

Signature _____

Please make check payable to: Florida Society of Rheumatology – 4909 Lannie Road, Jacksonville, FL 32218

Florida Society of Rheumatology

2020 Annual Meeting

TENTATIVE MEETING FORMAT

(Subject to change)

Thursday - July 9

1:00 pm - 4:00 pm

Exhibit Set-up

(No interaction with the registrants on Thursday.
Doors will be locked prior to 1:00 pm)

Friday - July 10

6:30 am - 7:00 am

Exhibit Sign-in

7:00 am - 8:00 am

Breakfast in Exhibit Hall

10:10 am - 11:00 am

Break in Exhibit Hall

12:45 pm - 1:50 pm

Lunch in Exhibit Hall

3:50 pm - 4:30 pm

Break in Exhibit Hall

5:30 pm - 6:30 pm

Legislative Reception - exhibit reps invited

Saturday - July 11

6:30 am - 7:00 am

Exhibit Sign-in

7:00 am - 8:00 am

Breakfast in Exhibit Hall

10:00 am - 10:45 am

Break in Exhibit Hall

11:00 am - 1:30 pm

Exhibit Hall Breakdown

(all exhibits must be removed by 1:30 pm on Saturday)

5:30 pm - 6:30 pm

Best of Show Reception

Sunday - July 12

9:00 am - 9:30 am

Best of Show Recognition Break (*Levels I-IV only*)

Please Note:

The hours listed above are the times when registrants will be in the exhibit hall. Exhibit Hall set up is on Thursday, July 9 from 1:00 - 4:00 pm and breakdown is on Saturday, July 11 from 11:00 - 1:30 pm. All exhibit materials must be removed from the exhibit hall prior to 1:30 pm on Saturday.

Exhibitors may attend classes, space permitting, if scheduled as an exhibitor representative for that day.

Exhibitor Sponsor Agreement

MEETING INFORMATION

The Florida Society of Rheumatology is proud to announce its 2020 Annual Meeting, held at Orlando World Center Marriott. The three-day meeting will host practicing rheumatologist from Florida.

You are invited to participate in any one of four levels of support as well as the additional sponsorship opportunities, in full or partial. Enclosed is an application form, which should be completed, signed and returned with the appropriate fees as early as possible.

Representatives

Representative names and emails must be received in the executive office by June 14th. All rules and regulations will be emailed to each individual representative. However, it is still the responsibility of the person completing the exhibit application to ensure each one of their representatives has received all rules and regulations including the exhibit schedule. Only 2 representatives per company (apart from those in Levels I-IV) are permitted per day. Only Levels I-IV may purchase extra representative badges. Extra rep. badges must be purchased online at the FSR website. Each level has a maximum number of representatives that may attend each day (see chart below). You may change the reps each day but **NO** morning and afternoon rotating is permitted. Additional representative badge cost is \$100 per rep - per day.

Sponsor Level	Complimentary Badges	Optional Extra Rep. Badges <i>*must be purchased online by June 14th</i>
Non-Profit (must purchase badges)	N/A	Must purchase badges online - 2 Max
Exhibit Space Only (\$5,000)	2	N/A
Level I - <i>Corvette</i> (\$15,000)	2	2
Level II - <i>Bugatti</i> (\$25,000)	3	3
Level III - <i>Jaguar</i> (35,000)	4	4
Level IV - <i>Mercedes</i> (\$50,000)	5	5

Every representative from your company **MUST** have a badge no matter their title or the amount of time they will be in the exhibit hall. All solicitation must be done in the exhibit hall. NO reps are permitted in any of the meeting areas, near classroom, in foyer or registration area, etc. unless they are registered for that day.

Our exhibit badges are color-coded by days. Representatives must sign-in EACH DAY to receive their new color-coded badge. Please drop off your old badge at the registration desk before leaving each day. You may NOT wear your company badge at any time per ACCME rules.

Sanctioned Events

Companies exhibiting at the Florida Society of Rheumatology meeting are required, as a condition of their participation as exhibitors/sponsors, not plan any events or dinners until sanctioned event application is approved by the Executive Director. No other functions, i.e. meeting at dinner, bar, foyer etc. are permitted. Attendees are instructed to attend only FSR sanctioned events. Sanctioned events application will not be accepted until September 6, 2019.

FSR will advertise all sanctioned events multiple times via emails and printed programs. It is the responsibility of the exhibiting company to provide to us the title of talk, speaker name, venue, day and time, where to RSVP and who is invited to attend. If we do not have this info, all advertisements will go out as TBA. However, it is your company's responsibility to solicit attendees for your event. Once your sanctioned event is approved you will receive notice from the FSR office with the approved date of your event along with a list of times the sanctioned event schedule will be emailed to physicians. It is the sponsoring company's responsibility to turn in event information as quickly as possible to receive maximum exposure.

Hotel Accommodations – Make your reservations directly with World Center Orlando Marriott by calling 800-228-9290. To ensure the group rate of \$179.00 plus \$20 resort fee per night, you **MUST** identify the group name of Florida Society of Rheumatology or FSR. Complimentary self-parking for overnight guests. Exhibit application must be provided to the executive office prior to making hotel reservations. **Hotel Reservations must be made by June 10th**.

Shipping Information - Booth material should be shipped to arrive no more than 3 days prior to the meeting. Please make sure you have the **Group name** (FSR), **Company Name** (not product), **Recipient's name** for which they will hold the package. Address: World Center Orlando Marriott, 8701 World Center Dr., Orlando, FL 32821. Additional information concerning package pick up will be provided within two weeks of the event.

Exhibit Set up/Tear down Hours

Set up will be held from 1:00 - 4:00 PM on Thursday, July 9th and tear down will be from 11:00 - 1:30 PM on Saturday, July 11th. No company or representative will be permitted in the exhibit hall prior to 1:00 PM on Thursday, July 9th as we need time to finalize the floor plan set-up and walk through with the hotel.

Sponsorship Recognition

Only companies giving \$15,000 and above are invited to a one-hour *Best of Show* reception on Saturday evening from 5:30 - 6:30 PM. This is a time for registrants to show their appreciation to those that support FSR in a big way. *Best of Show* Lapel pins will be given to each company signifying their level of sponsorship. We will also have a 30 minute Best of Show recognition break on Sunday from 9:00 am - 9:30 am.

Space Allocation and Assignment – Booth assignment is provided by FSR upon arrival at the conference and is strictly enforced unless authorized by FSR staff. No booth assignments will be given out prior to the event.

Exhibits must be installed so they do not project beyond the space allotted. No interference with the light or space of other exhibitors will be permitted. **This includes all banners or posters**. If FSR staff feels these are intruding on others, exhibitor will be told to take banner down.

Exhibitor is responsible for damage to property (see "Responsibility Agreement"). No signs or other articles shall be posted, nailed or otherwise attached to any of the pillars, walls, doors, etc., in such manner as to deface or destroy them. No attachments shall be made to the floors by nails, screws or any other device. All space is leased subject to these restrictions.

Registrant Prize Drawing Card – Each registrant is provided a “Registrant Prize Drawing Card” to be initialed by a representative at each exhibit booth. Please be prepared to sign these cards. Prizes awarded include electronics, etc. Each exhibiting company is invited to contribute their products or other articles to be included in the prizes given away. This is an extremely popular feature of the meeting, and provides excellent exposure for your company.

Registrants List - A list of attendees will be emailed to each exhibiting company three times: one month prior to the meeting, two weeks prior, and one week following the meeting. The list will include the attendees name and city only.

Electricity - If electricity is required for your booth (not personal use) you will need to **request in advance**. This will consist of one outlet only. If you require any additional electrical you must purchase directly through the hotel.

Internet access

There will be no internet access in the exhibit hall. You may contact the hotel to inquire where complementary internet access is provided.

Cancellations – Once formal application has been made, any cancellation must be furnished to us, in writing, no later than one month prior to the opening day of the exhibit; a \$500 cancellation fee will be assessed. No refund will be given after that time.

RESPONSIBILITY AGREEMENT

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, and defend the Florida Society of Rheumatology (FSR), Orlando World Center Marriott, the affiliates, officers, directors, agents, employees and partners of each, (“Indemnified Parties”) harmless against all claims, losses and damages, including negligence, to persons or property, governmental charges or fines and attorney’s fees arising out of or caused by Exhibitor’s installation, removal, maintenance, occupancy or use of the exhibit premises or a part thereof.

In addition, Exhibitor acknowledges that the Indemnified Parties do not maintain insurance covering Exhibitor’s property and that it is the sole responsibility of the Exhibitor to obtain business interruption, property damage and comprehensive general liability insurance.

RULES & REGULATIONS

Display Requirements and Restrictions

Florida Society of Rheumatology retains the right to deny the exhibition of inappropriate items and products. Please contact the FSR Staff if you have any questions. Drugs, chemicals or other therapeutic agents listed in *AMA’s New and Non-Official Remedies*, *National Formulary* or *U.S. Pharmacopeia*, may be displayed.

Proprietary drugs, mixtures and special formulas may be displayed if documentary evidence of their acceptance by ethical medical organizations is on file with the Convention Manager.

New, unlisted and/or initial display items must be submitted for clearance prior to opening of the convention. Clinical and laboratory tests and evaluation on such items must be submitted at least three months prior to opening date of convention.

The same restrictions apply to books, advertisements in medical journals or other publications on display and to all promotional literature.

Irregular Canvassing and Distribution of Advertising Matter

Solicitation of business or conferences in the interest of business except by exhibiting firms is prohibited. No solicitation for conferences/meetings other than FSR will be permitted.

Exhibits of Electrical and Radiographic Equipment

Machines and apparatus operated by electricity must be shown as “still” exhibits. Practical demonstrations of x-ray apparatus and accessories or any noisy apparatus of any kind will not be permitted. No objection will be made to the utilization of electricity for illuminating purposes or for operating smaller diagnostic instruments and electrotherapeutic apparatus, which do not distract or annoy other exhibitors.

Subletting of Space

No subletting of space is permitted. Each firm represented in the Exhibit Hall must sign the regular Exhibit Application and Agreement. Any person or firm subletting space, as well as the one purchasing space, will be subject to eviction. No refund will be made for space reserved.

Uncontrollable Eventualities

Florida Society of Rheumatology will take all reasonable precautions against damage or loss by fire, water, storm, theft, strike or any other emergencies of that character but does not guarantee or insure the exhibitor against loss by reason thereof (see “Responsibility Agreement”).