



**EXHIBITOR PROSPECTUS,
SPONSORSHIP INFORMATION,
WORKSHOP PARTICIPATION FEE
and
PRODUCT THEATERS**

*Wyndham Chicago Hotel
September 26-30, 2010*



www.acoog.org

AN INVITATION TO EXHIBIT

The American College of Osteopathic Obstetricians and Gynecologists (ACCOG) invites your company to exhibit at the ACCOOG 2010 Fall Conference. At the Fall Conference you will have direct contact with over two hundred and fifty women's health care professionals from across the nation. The full day of exhibits is September 27, 2010 at the Wyndham Chicago. Show your organization's support and dedication to women's health by participating in this exclusive event. Space is limited and time is short, so submit your exhibit registration and contract today.

HOTEL AND ACCOMMODATIONS

The Wyndham Chicago is located at 633 North Clair, Chicago, IL 60611

312-573-0300 Phone

877-999-3223 Reservations

Exhibitors are welcome to take advantage of the conference rate by mentioning ACCOOG group name while making a reservation. Deadline for group rate is September 1, 2010.

EXHIBITOR ON-SITE REGISTRATION

Please visit the ACCOOG registration desk to receive your registration package, name badges and program information. The ACCOOG program and syllabus will acknowledge the name and description of the product(s) and/or service(s) being exhibited. Exhibit descriptions must be submitted on the enclosed contract.

EXHIBITOR SCHEDULE

SUNDAY, September 26	12:00 – 5:00 p.m.	Exhibitor Installation
MONDAY, September 27	7:00 – 7:30 a.m.	Attendee/Exhibitor Breakfast
	9:00 – 9:45 a.m.	Attendee Session Break
	12:00 p.m. – 1:30 p.m.	Attendee/Exhibitor Lunch
		Product Theaters
	3:00 – 3:30 p.m.	Attendee Session Break
	5:15 – 6:15 p.m.	Attendee/Exhibitor Reception
	7:00 – 10:00 p.m.	Exhibitor Breakdown

STANDARD EXHIBIT SPACE AND ASSIGNMENTS

Standard exhibit space includes one tabletop display table draped, a on-line identification sign, two chairs, and one wastebasket.

The hotel will be able to supply pricing and availability for phone, electrical and internet options.

In addition to the networking opportunity exhibitors will be provided with refreshments (on exhibit day), acknowledgement in the conference program, syllabus and ACCOOG newsletter.

Priority will be given to applications in the order they are received. The ACCOOG reserves the right to relocate tables and adjust floor plans at its discretion and without notice. Sharing of a single table between organizations or organization subsidiaries is not permitted.

TEXTBOOK DISPLAYS

Textbook companies may exhibit at \$500 plus the donation of two textbooks for a drawing for our residents. Please deliver the two textbooks and your business card to the ACCOOG registration desk. Placement of textbook booths will be at the discretion of ACCOOG and not necessarily within the exhibit hall. ACCOOG reserves the right to limit the number of textbook companies exhibiting.

SPONSORSHIP OPPORTUNITIES

SATELLITE SYMPOSIA

\$10,000 per sponsorship

See enclosed application for date, time, and function availability.

EXHIBITOR/ATTENDEE RECEPTION

Any amount

Sponsorship will assist with the cost of the Exhibitor/Attendee Reception on Monday, September 27, 2010. The ACOOG program and syllabus will acknowledge the name of each sponsorship.

EXHIBITOR/ATTENDEE LUNCHEON

Any amount

Sponsorship will assist with the cost of the luncheon on Monday, September 27, 2010. The ACOOG program and syllabus will acknowledge the name of each sponsorship.

RESIDENT LOUNGE

Any amount

Sponsorship will assist with the cost of the Resident Lounge on Wednesday, September 29, 2010. The ACOOG program and syllabus will acknowledge the name of each sponsorship.

VISITING PROFESSOR PROGRAM

\$1,000 per sponsorship

The primary purpose of VPROF is to increase the available applicant pool for the obstetrics and gynecology residency and sub-specialty fellowship programs and to enhance the future membership of the ACOOG.

Our objective is the growth of existing and future OB/GYN student interest groups at the twenty nine colleges of osteopathic medicine. An ACOOG member presents relevant OB/GYN specialty information to 1st and 2nd year medical students and the OB/GYN interest group receives an award to fund initiatives that improve women's health in their school communities.

WORKSHOP PARTICIPATION FEE

\$1,000 per participation fee

Participation fee for display/use of vendor equipment during Surgery Workshop, Wednesday, September 29, 2010 from 1:00 p.m. to 5:00 p.m. This does not include space on the day of exhibits.

If your company is interested in sponsorships to the Medical Education Foundation of the American College of Osteopathic Obstetricians and Gynecologists please contact:

Valerie Brennan, CAE
Medical Education Foundation of the ACOOG
Executive Director
817-377-0421

EXHIBITOR REGISTRATION AND CONTRACT

Returning this contract will constitute an agreement by the exhibitor, to the terms and conditions of the exhibit space agreement, and the American College of Osteopathic Obstetricians and Gynecologists between the organization listed below. Exhibit contractor information will be included in your confirmation letter.

Company Name

Mailing Address

City

State

Zip

Phone

Fax

Contact Name

Title

Contact E-mail

PAYMENT INFORMATION

Check

VISA

Master Card

(Please circle one)

_____ Full payment enclosed (\$1,000) _____ 50% deposit enclosed, \$500 (balance due August 27, 2010)

_____ Textbook company full payment required (\$500) _____ Workshop participation fee (\$1,000)

Card Number: _____ Expiration Date: _____

Cardholder Name: _____ Phone: _____

Cardholder signature: _____

EXHIBIT SPACE AND WORKSHOP PARTICIPATION FEES

Number of tables: _____ x \$1,000 = \$ _____

Textbook company tables required: _____ x \$500 (+ 2 textbooks) = \$ _____

Workshop participation fee: _____ x \$1,000 = \$ _____

ADDITIONAL SPONSORSHIPS

_____ \$ _____

_____ \$ _____

EXHIBIT INFORMATION

Company Products and Services

EXHIBIT DESCRIPTION

Please provide a description of product(s) and/or service(s) for display. Your statement below will be printed in the ACOOG conference program (PLEASE PRINT).

One line identification for sign should read: _____

If the above information is not provided, your company name, address and representative will be printed in the program without a description.

Names of exhibit representatives (for badges)

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |

REMIT EXHIBIT REGISTRATION, CONTRACT & PAYMENT TO:

Sherry Halm, Membership and Communications Manager
The American College of Osteopathic Obstetricians and Gynecologists (ACCOG)
8851 Camp Bowie West, Suite 120
Fort Worth, Texas 76116
817-377-0421 Phone 817-377-0439 Fax

Make check payable to ACCOOG

Tax ID # 38-6094734

The ACCOOG refund policy is 75% of the exhibit fee through June 30, 2010, after which refunds will not be granted. Satellite Symposia refund information is available in the Satellite Symposia packet. All funds retained by ACCOOG for a cancellation will be acknowledged as exhibit hall support.

REGULATIONS AND RESTRICTIONS

Exhibitors are expected to comply with county fire and safety requirements in the exhibit area.

All property brought into the exhibit space by the exhibitor shall be at sole risk of the exhibitor. Exhibitor indemnifies and agrees to hold harmless The Wyndham Chicago Hotel, its officers, directors, employees and agents, as well as the American College of Osteopathic Obstetricians and Gynecologists and its employees, from and against any actions, losses, costs, damage, claims, and expenses (including attorney's fees) arising from any damage to property or bodily injury to exhibitor, his agents, representatives, employees by reason of the exhibitor's occupancy or use of the decorator, drayage company and/or exhibitor. All heavy crates, boxes etc. will be removed from the premises after setup and returned no later than the last day of the exhibit show hours. No combustible decorations shall be used at any time. These rules and regulations are to be construed as a part of all space contracts by the exhibitor. The ACCOOG reserves the right to interpret them, as well as, make final decisions on all elements the rules and regulations do not cover.

You will be provided an opportunity to select available booth space once your application has been accepted. You will also receive an Exhibitor Packet that will provide you with all the contact information for the hotel.

PRODUCT THEATERS

Product Theaters provide an opportunity for organizations to present information about their products or services directly to physicians in a focused setting. The material presented in Product Theaters may be promotional and may concentrate on a specific product. Therefore, these sessions are considered promotional and may not offer continuing medical education.

ELIGIBILITY

Only ACOOG Exhibitors who have secured a tabletop are eligible to apply for a Product Theater slot, subject to availability and adherence to all published guidelines. Payment for the Product Theater must be paid in full prior to Exhibit day.

PRODUCT THEATER SCHEDULE

Theater #1
Monday, September 27, 2010
12:00 p.m. - 12:30 p.m.

Theater #1
Monday, September 27, 2010
12:45 p.m. - 1:15 p.m.

Theater #2
Monday, September 27, 2010
12:00 p.m. - 12:30 p.m.

Theater #2
Monday, September 27, 2010
12:45 p.m. - 1:15 p.m.

APPLICATION PROCESS

The application and payment for the Product Theater must be received before August 1, 2010. The time slots are assigned on a first-come first-served basis, therefore, interested organizations should prepare and submit an application for review as soon as possible. Product information must be received by August 1, 2010 in order to appear in the ACOOG Conference Program. If the application or payment is not received the time slot will not be reserved.

LOGISTICS

The sponsoring company shall be solely responsible for the management of the logistics of their Product Theater and for payment of additional costs related to the Product Theater, including but not limited to, catering, electrical, internet, phone, etc.

The ACOOG will provide one lavalier microphone or one podium microphone. ACOOG will also provide the pipe and draping and seating for the Product Theater. The Product Theater must be cleared within 15 minutes of the end of each session to allow for the next time slot.

SERVICES PROVIDED BY ACOOG

- Day and time of Product Theater.
- Mailing list, to include one list of pre-registered attendees and one list of final registrants (available two weeks following the meeting.)
- Listing of the Product Theater and product description in the ACOOG Conference Program.
- Space assignment with theater seating for 40 on the exhibition floor.
- Provide program signage outside the exhibit space.

USE OF THE ACOOG NAME AND LOGO

All material must contain the following statement: The Product Theater content and views expressed therein are those of the sponsor and not of the American College of Osteopathic Obstetricians and Gynecologists. The ACOOG logo may not be used in any promotions, advertisements, meeting materials or correspondence related to the program.

MISCELLANEOUS

The sponsoring company and affiliates shall indemnify ACOOG against all claims, demands, actions, expenses, damages, penalties, attorney’s fees or proceedings incurred as a result of the publications distributed, statements made during or any other conduct arising out of or in any way connected with the Product Theater.

The Product Theater will not be secured. ACOOG will not be liable for damage or loss to sponsoring company’s property, nor shall ACOOG be liable for any injury that may occur in the Product Theater area.

PRODUCT THEATER APPLICATION

Company Name

Mailing Address City State Zip

Phone Fax

Contact Name Title

Contact E-mail

PAYMENT INFORMATION

Check VISA Master Card (Please circle one)

_____ Full payment enclosed (\$5,000)

Card Number: _____ Expiration Date: _____

Cardholder Name: _____ Phone: _____

Cardholder signature: _____

DESIRED PRODUCT THEATER TIME

Monday, September 27, 2010
12:00 p.m. - 12:30 p.m.

Monday, September 27, 2010
12:45 p.m. - 1:15 p.m.