



Dear OAASC Sponsor and Exhibitor,

The Ohio Association of Ambulatory Surgery Centers is pleased to invite your company to participate in the 2014 OAASC Conference & Tradeshow being held on September 17-18 , 2014 at the Hilton Columbus/Easton in Columbus, Ohio.

The OAASC offers one of the most comprehensive state ambulatory surgery center conferences in the country and the **ONLY** 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 200 attendees 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 newsletter, plus much more. Additionally, in comparison to similar ASC and health care-related events, the OAASC conference is affordable.

We look forward to working with you to make the OAASC 2014 Conference & Tradeshow an unforgettable experience.

Sincerely,

Randy Leffler  
Executive Director  
OAASC

**Exhibitor Dates and Times**

Set-up Times:

Tuesday, September 16<sup>th</sup>

**Anytime after 6 p.m.**

**Join us for our welcome reception**

**Anticipated Exhibit Times:**

Wednesday, September 17<sup>th</sup>

8:00 a.m. – 5:15 p.m.

Thursday, September 18<sup>st</sup>

7:00 a.m. – 12:30 p.m.



## **Sponsorship Opportunities**

### **Platinum Sponsorship - \$5,000 (2 available)**

- Two complimentary exhibit spaces, four name badges
- **Exclusive** sponsorship of one of the following events (your choice):
  - **Wednesday evening event – evening out at Easton Town Center**
  - Wed or Thurs luncheon
- 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 newsletter

### **Gold Sponsorship - \$2,500 (4 available)**

- 50% discount on exhibit space, three name badges
- Exclusive sponsorship of one of the following events (your choice):
  - Wed or Thurs breakfast
  - Tuesday night welcome reception (full sponsorship)
  - Conference Keynote Speaker
- Recognition in promotional materials, including half page ad in program\*
- Large logo on brochure\*
- Signage and recognition during sponsored event
- Pre-registration electronic attendee list – two weeks before conference
- Complimentary listing on the OAASC website

### **Silver 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
- Small logo on brochure
- Electronic copy of attendee list after the conference

\*Materials are time sensitive



## **Exhibit Opportunities**

### **All 2014 Exhibit Spaces - \$950 Members/\$1,500 Non-Members**

*See Floor Plan for Booth Numbers*

- Two exhibitor name badges
- (1) 8 foot tabletop exhibit space, two chairs
- Conference program recognition
- Pre-registration attendee list available two weeks before the Conference

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 - \$500 ▪ Conference Tote Bag Sponsor (including logo on front of bag) \$1000  
Lanyards for nametags (including logo) - \$500 ▪ Conference Full Page Program Ad - \$300

## **Shipping Information**

Materials that are sent to the hotel should be addressed as the following:

***Hilton Polaris Columbus 3900 Chagrin Drive, Columbus, OH, 43219*** (and the following)

1. Hold for arrival  
Attn: (Guest Name and Organization)  
Arrival Date: (Month/Day/Year)
2. Complete return address
3. ***Attention Convention Services Manager***
4. Number of Boxes (e.g., Box 1 of 2)

OAASC Annual Conference  
2014 Exhibitor/Sponsor Agreement Form  
September 17-18, 2014 ▪ Hilton Columbus/Polaris

**SPONSORSHIP OPTIONS**

- ☐ Platinum Sponsorship Fees \$5,000      ☐ Gold Sponsorship Fees \$2,500  
☐ Silver Sponsorship Fees \$1,000      ☐ General Conference Sponsorship Fees \$400

- Event to sponsor:** ☐ Wed/Thurs Break      ☐ Tues Night Welcome Reception  
☐ Wed/Thurs Breakfast      ☐ Wed/Thurs Luncheon      ☐ Wed Night Main Event  
☐ Keynote Speaker

**Sponsorship Fees: \$ \_\_\_\_\_**

**EXHIBIT OPTIONS** *(please include discount from sponsorship or membership if applicable)*

- ☐ Exhibit Fees Member \$950  
  
☐ Exhibit Fees Non- Member \$1500

**Exhibit Fees: \$ \_\_\_\_\_**

Booth Choice 1 \_\_\_\_\_ Booth Choice 2 \_\_\_\_\_  
(assignments will be made based on when payments are received)

Complimentary table needed for exhibit \_\_\_\_ Yes \_\_\_\_ No (see item 3 in the Exhibit Terms of Agreement)

List any companies you do not want to be near (we will make every effort possible to accommodate your request, but can make no guarantees).

Raffle Item (if known at this time) \_\_\_\_\_

**EXTRAS**

**Exhibit Extras** ☐ Program Ad \$300    ☐ Packet Insert \$500    ☐ Lanyards \$500    ☐ Tote Bag \$1000

**Electricity** ☐ Outlet Connection - \$75    ☐ Extension Cord - \$30    ☐ Power Strip - \$40

**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: \_\_\_\_\_ Phone: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Email: \_\_\_\_\_

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

-registration form continued on next page-

**Onsite Representatives** (TWO name badges are included with exhibit space unless otherwise indicated in sponsor package.) **Additional name badges can be purchased for \$100.** Print names as you want them to appear on badges.

Onsite Representative 1: \_\_\_\_\_

Email: \_\_\_\_\_

Onsite Representative 2: \_\_\_\_\_

Email: \_\_\_\_\_

Onsite Representative 3: \_\_\_\_\_

Email: \_\_\_\_\_

**Add'l Rep. Fees: \$** \_\_\_\_\_

Onsite Representative 4: \_\_\_\_\_

Email: \_\_\_\_\_

Briefly describe the products/services you will showcase (25 words or less):

\_\_\_\_\_  
\_\_\_\_\_

**Payment Information:**

Please send this completed form with payment to: OAASC,  
P.O. Box 340225, Columbus, OH 43234, fax: (614) 467-2071  
or email: rleffler@oaasc.net

**Method of Payment:** ☐ Check Enclosed (payable to OAASC)

☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

☐ Check (mail)

**Total Due: \$** \_\_\_\_\_

Sponsor + Exhibits + Extras

*Please make sure you discount your exhibit fees if you choose a Platinum, Gold or Silver sponsorship.*

Card # \_\_\_\_\_ 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: \_\_\_\_\_

Signature: \_\_\_\_\_

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

## 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 by September 18, 2014 at 3:00 p.m. 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

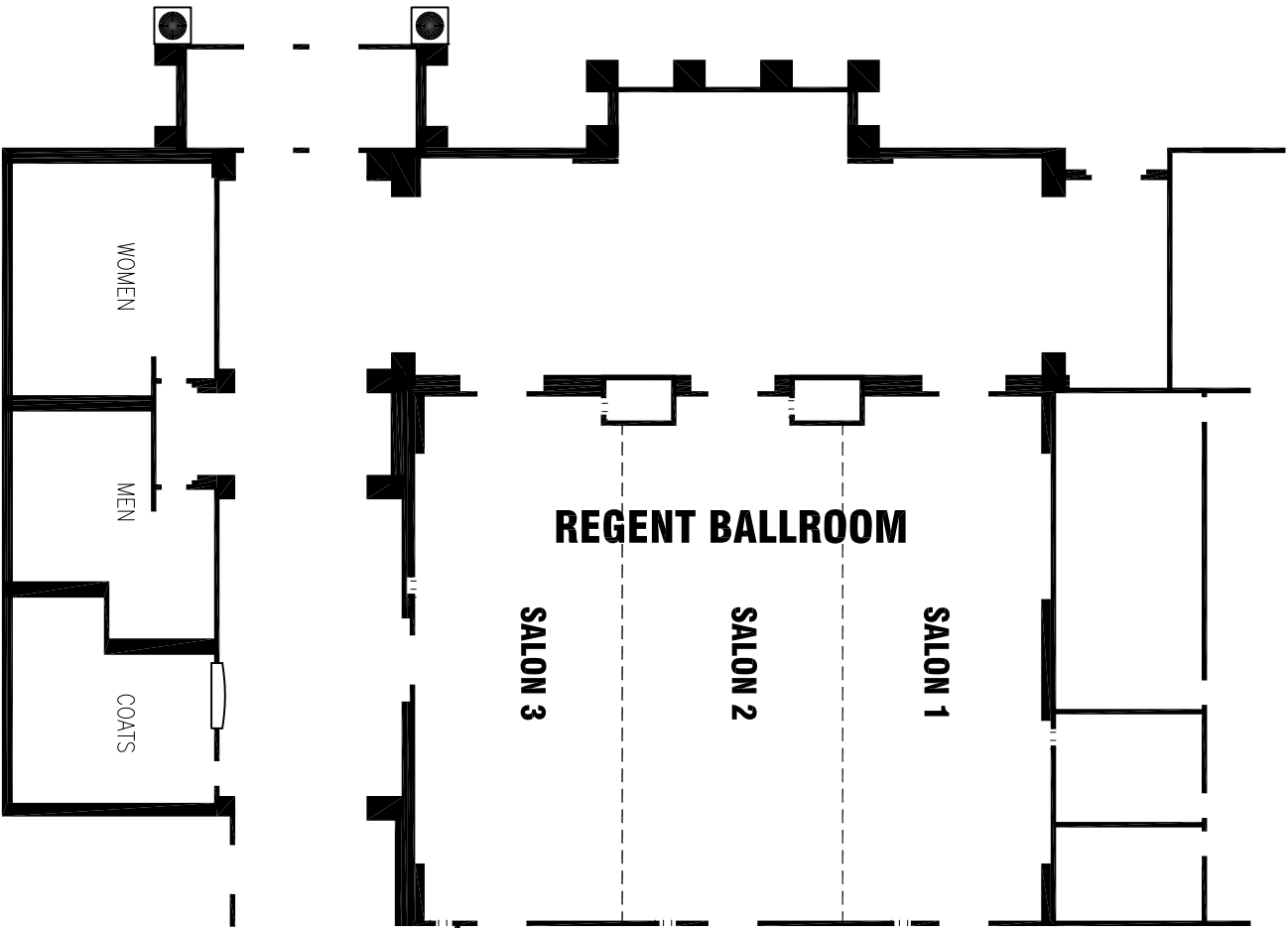
All local regulations will be strictly enforced and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets and fire exits must be left accessible and in full view at all times. All disposable materials and decorations must be flameproof and subject to inspections.

### 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.



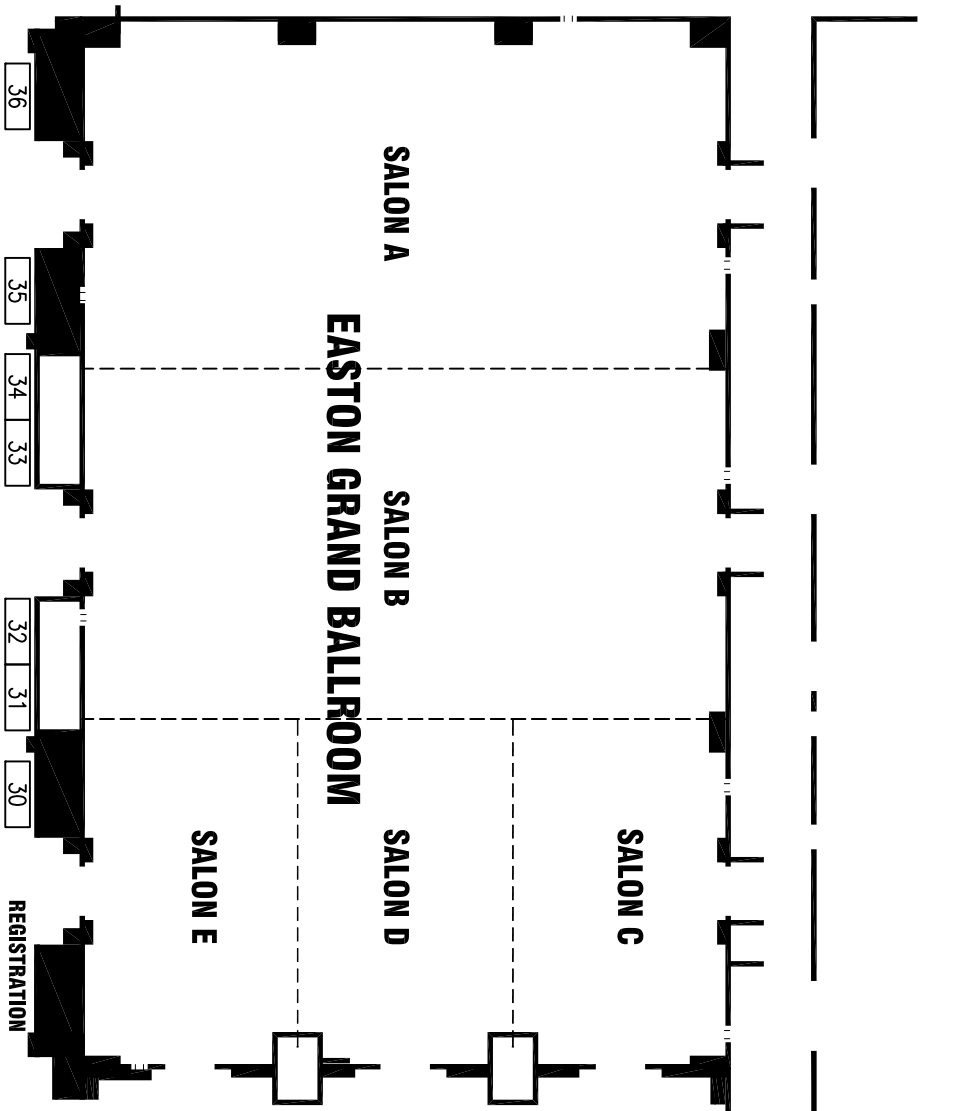
— ELECTRIC PANELS



GRAPHIC SCALE



NORTH



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32 31

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REGISTRATION

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