

Mid-South Regional Veterinary Conference

November 17-19, 2016

Exhibitor & Sponsor Prospectus

Fogelman Executive
Conference Center and Hotel
Memphis, Tennessee

The Memphis/Shelby County Veterinary Medical Association proudly presents the 17th Annual Mid-South Regional Veterinary Conference (MSRVC)! Our conference will provide 20 hours of Continuing Education for veterinarians and licensed veterinary technicians from all over the country.

GENERAL INFORMATION

The conference will be held at Fogelman Executive Conference Center on the campus of the University of Memphis, Tennessee.

Hotel accommodations can be made under the Memphis/Shelby County Veterinary Medical Association room block by calling the Fogelman Executive Conference Hotel at 901-678-5410 and requesting the conference rate. The deadline for reserving a room at the conference rate of \$69.00/night is November 1, 2016.

Vendors will be allowed to set up the afternoon of Thursday, November 17th, in the Upper Atrium at the Fogelman Executive Center. Also, if you need to send materials to the center before the meeting, they may be mailed to Fogelman Executive Conference Center & Hotel, 330 Innovation Drive, Suite 206, Memphis 38152 to the attention of Phillip Austin. **Please do not send anything to the Center before two days out from the meeting.**

EXHIBITOR BENEFITS:

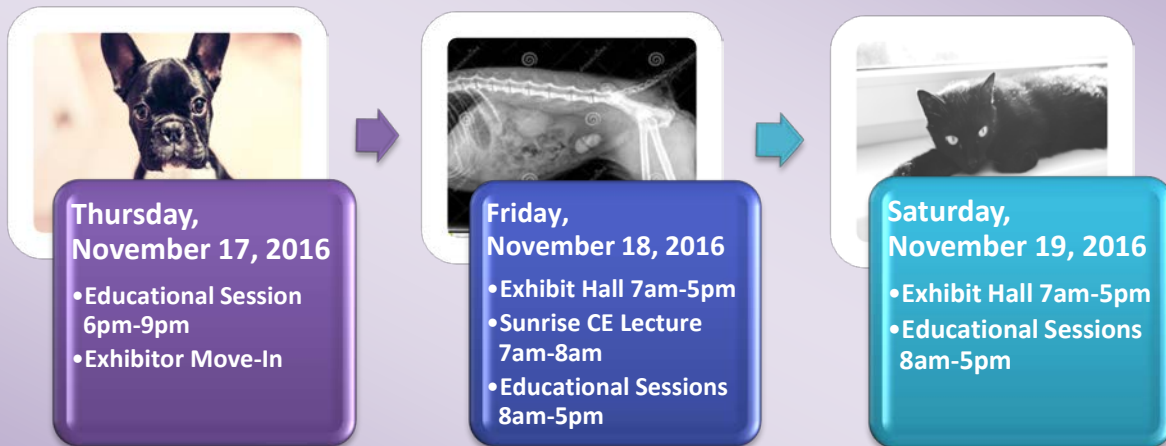
Single Booth Space \$600.00

- One draped 8-foot table with 2 chairs
- Badges for two exhibit staff
- Friday breakfast, morning/afternoon snacks and lunch for two exhibit staff
- Saturday breakfast, morning/afternoon snacks and lunch for two exhibit staff
- Printout of registrants available upon request (will be mailed out two weeks after conference)
- Company name on conference signage
- Exhibitor may provide 1 item (no larger than 8.5" x 11") as a bag stuffer. Contact Lee Hughes, Executive Director for details and deadlines for getting an item in the conference bag.



Sponsored by the Memphis/Shelby County Veterinary Medical Association

Program Outline



General Exhibitor Information

CONTRACT FOR SPACE:

The application for space and the formal notice of assignment constitute a contract for the right to use the space allotted. In the event of fire, strikes, or other uncontrollable circumstances, this contract will not be binding.

USE OF SPACE:

(1) No exhibitor shall assign, sublet, or share the whole or any part of the allotted space. Aisles must be kept clear. Exhibitors must comply with all safety, fire, and health requirements during move-in, operation, and move-out. Booths must be manned and in operation at all times listed in the schedule. (2) MSCVMA does not endorse the products/services of the companies who exhibit during the meeting. (3) MSCVMA shall have the right to require dismantling of any exhibit or part of exhibit which in their opinion is not suitable to or in keeping with the character or purpose of the Mid-South Regional Veterinary Conference.

HOTEL POLICY:

Because of hotel policy, no live animals will be permitted inside the Fogelman Executive Conference Center and Hotel unless the animal is officially known as a service animal.

EXHIBIT SPACE:

Space is assigned on a first-come, first-serve basis. No space is assigned without the official contract and payment of the fee.

HOURS OF EXHIBIT:

Move-in may begin at 1:00 pm on Thursday, November 17, 2016, and must be completed by 9:00pm. Exhibitor expressly agrees not to dismantle his/her exhibit or do any packing before the closing hours of the exhibit, 4:30pm on Saturday, November 19, 2016. Move out must be completed by 6:00pm on Saturday. Exhibitor must furnish show management with an advance list of their representatives. **Only 2 badges will be issued per single booth. Additional badges will be available at the cost of \$75 per badge.**

LIABILITY:

MSCVMA, any officer, employee, or agent of the same, will not be responsible for the safety or the property of the exhibitors, their agents or employees, from theft, damage of fire, accident, or other cause, but will use reasonable care to protect the exhibitor from such loss. Exhibitors wishing to insure their goods must do so at their own expense. Security will be provided by MSCVMA during the times that the exhibits are closed. In addition, the exhibitor will indemnify and hold harmless MSCVMA, any officer, employee, or agent of the same, from any and all liabilities, claims, costs, damage and reasonable fees of counsel incurred in connection with any claim arising out of or caused by exhibitor's display or distribution of materials, or performance of any music or other material that violates any copyright, patent, trademark, trade name, service mark, or other similar right of any other party.

CARE OF BUILDING/EQUIPMENT:

Exhibitor, or their agents, shall not injure or deface the walls or floors of the building or the booths. No signs or any other articles shall be posted, nailed, or otherwise attached to floors, walls, furniture, or fixtures. When damage appears, the exhibitor is liable to the MSCVMA and to the Fogelman Conference Center.

CANCELLATION/REFUND POLICY:

If written notice of cancellation is received by the MSCVMA no later than October 22, 2015, a refund of monies received less a \$75 administrative fee will be made. Beginning October 23, 2016, no refunds will be given.

COPYRIGHT POLICY:

Exhibitors must obtain all necessary authorizations from third parties concerning copyrights, music licensing, patents, trademarks, trade names, slogans, logos, service marks, and other similar tangible property rights used by the exhibitor.

ASSISTANCE FOR PERSONS WITH DISABILITIES AVAILABLE:

If exhibitor requires an auxiliary aid to participate in this meeting,

Conference Sponsorships

Sponsorship Levels

Gold (\$2500 Value):

- One (1) Speaker Sponsorship assigned by MSCVMA with signage at the assigned Speaker Session
- One (1) Lunch Sponsorship assigned by MSCVMA with signage at assigned lunch
- Complimentary single booth at the conference
- Two (2) complimentary exhibitor registrations
- Two (2) complimentary copies of CE proceedings on CD-ROM or USB (whichever is used for the conference)
- Special Gold Sponsor sign for booth display
- Listing on the MSCVMA website until October 1, 2017
- Listing with logo in the conference program
- Listing with logo on promotional materials
- One (1) complimentary list of conference registrants (provided upon request after meeting no later than December 4, 2016)

Silver (\$1500 Value):

- One (1) Breakfast Sponsorship assigned by MSCVMA with signage at assigned breakfast
- Complimentary single booth at the conference
- Two (2) complimentary exhibitor registrations
- Two (2) complimentary copies of CE proceedings on CD-ROM or USB (whichever is used for the conference)
- Special Silver Sponsor sign for booth display
- Listing on the MSCVMA website until October 1, 2017
- Listing with logo in the conference program
- Listing with logo on promotional materials
- One (1) complimentary list of conference registrants (provided upon request after meeting no later than December 4, 2016)

Bronze (\$1000 Value):

- Complimentary single booth at the conference
- Two (2) complimentary exhibitor registrations
- One (1) complimentary copy of CE proceedings on CD-ROM or USB (whichever is used for the conference)
- Special Bronze Sponsor sign for booth display
- Listing on the MSCVMA website until October 1, 2017
- Listing with logo in the conference program
- Listing with logo on promotional materials
- One (1) complimentary list of conference registrants (provided upon request after meeting no later than December 4, 2016)

Sponsorship Choices

REGISTRATION BAGS:

Includes your logo (in a single color) on these bags!

- Full Sponsorship: \$2,000

NOTE PADS:

Includes your black/white logo on these 8x11 note Pads!

- Full Sponsorship: \$2,000

NECK WALLETS:

- Full Sponsorship: \$1,500

CONFERENCE PROCEEDINGS (USB drives):

- Full Sponsorship: \$1500

Speaker Sessions

Thursday, November 17th Evening with Dinner:

- Full Sponsorship: \$4,000

Friday, November 18th Morning:

- Full Sponsorship: \$2,500

Friday, November 18th Afternoon:

- Full Sponsorship: \$2,500

Saturday, November 19th Morning:

- Full Sponsorship: \$2,500

Saturday, November 19th Afternoon:

- Full Sponsorship: \$2,500

Exhibitor/Sponsorship Contract

Company Name: _____

(as it should appear on conference signage and materials)

Mailing Address: _____

City/State/Zip: _____ Province/Postal Code: _____

Authorized by: _____

Phone/Fax: _____ E-mail: _____

Products/Services to be exhibited: _____

Yes, we'd love to give _____ as a door prize! (Door prizes are drawn at each

Break and before each lunch as well as at the end of each day. Winner must be present to win.)

Two complimentary badges are provided with each exhibit for the individuals who will staff your booth. Please list the names and e-mail addresses of the individuals, providing complete information.

Name: _____ Name: _____

E-mail Address: _____ Email Address: _____

Phone: _____ Phone: _____

Additional badges are available at a cost of \$75 per badge. Please attach a list of names and e-mail addresses and payment for the additional individuals who will staff your exhibit. The terms and conditions printed in this brochure are hereby incorporated by reference; the exhibitor agrees to be bound thereby, and will comply with all exhibit rules and regulations.

Signature: _____

Date: _____

EXHIBIT SPACE SELECTION:

Single Booth - \$600

SPONSORSHIP LEVEL SELECTION:

Bronze - \$1000

Silver - \$1500

Gold - \$2500

SPEAKER SPONSOR SELECTION:

Speaker _____ - \$2,500

Other Sponsorship SELECTION:

Other _____ Amt- \$ _____

(Please note: Bags, notepads, USB drives, neck wallets)

PAYMENT

CHECK enclosed in the amount of \$ _____

Make check payable to MSCVMA. Payment must be received by MSCVMA before acknowledgement of sponsorship and/or exhibit booth in any printed conference materials or on the MSCVMA Web site.

CREDIT CARD (there will be a 3% processing fee added to any credit card payment)

American Express

Mastercard

Visa

Card Number: _____

Expiration Date: _____ Security Code: _____

Name on Card: _____

Signature: _____

RETURN FORM AND PAYMENT TO:

MSCVMA • 504 Sanga Circle West • Cordova, TN 38018

Questions? Call Mrs. Lee Hughes, Executive Director, MSCVMA at 901-754-1615.