



2024 ANNUAL MEETING

MAY 18-19, 2024

The 2024 Annual Meeting is a much-anticipated gathering of allergy, asthma, and immunology physicians, residents, and physician extenders from across North Carolina. **The next Annual Meeting will be held in Raleigh, NC at the Marriott Raleigh Crabtree, May 18th - 19th.**

Healthcare organizations, pharmaceutical companies, insurance companies, and other vendors are invited to participate as exhibitors and Supporters of the meeting. The NCAAIS extends opportunities for tabletop displays, sponsorship of specific aspects of the meeting (such as resident participation), and CME speaker underwriting during the meeting. Sponsorship opportunities are available at different monetary levels to fit all types of needs and budget constraints. Networking and recognition opportunities are abundant for health-related and consumer businesses that participate.

EXHIBITOR PROSPECTUS LEVELS

ALL PARTICIPATING EXHIBITORS RECEIVE:

- Four plus hours with access to attendees
- Refreshment Breaks
- Saturday Welcome Reception
- Saturday breakfast and lunch and Sunday breakfast
- Discounted group rate at hotel
- Attendee registration list prior to meeting and following meeting
- Recognition with a **Virtual Environment** in the on-site meeting app.

When returning the application please include the following information:

- Company Logo Attachment–JPG or PNG Format
- Company Description (250 words max)
- Company Contact: address, email address, phone numbers
- Link to your Company Website
- Links to your Company Social Media: Twitter; LinkedIn; Facebook; Instagram
- Up to (2) Product PDF files – no larger than 10MB

Platinum - \$6,000

- Double Booth (16'x8' with two 6' tables) and (4) chairs in premium location within the Exhibit Hall
- Attendance for (4) company representatives
- Two tickets to Saturday Night Dinner – **MUST pre-register to attend.**

Gold - \$4,500

- 8'x8' booth with table and (2) chairs in the Exhibit Hall
- Attendance for (2) company representatives
- Two tickets to Saturday Night Dinner – **MUST pre-register to attend**

Silver - \$3,000

- 8'x8' booth with table and (2) chairs in the Exhibit Hall
- Attendance for (2) company representatives

Limited Product Theater and Optional CME Sessions are available.

These require separate contracts. Contact Kerry Kendall at kkendall@ncmedsoc.org for more information.



North Carolina Allergy Asthma & Immunology Society

NCAAIS Annual Meeting

EXHIBIT HALL APPLICATION

NCAAIS is hereby authorized to list us as an Exhibitor in the Annual meeting of the 2024 NC Allergy, Asthma & Immunology Society.

Application and payment must be received prior to May 1, 2024 to ensure acknowledgment in online materials.

Forms received after May 1st will incur a \$500 surcharge.

EXHIBIT OPTION: Silver - \$3,000 Gold - \$4,500 Platinum - \$6,000

• **IMPORTANT: EMAIL THE SIGNED APPLICATION TO RESERVE YOUR SPACE TO: kkendall@ncmedsoc.org**

***** Product Theater and CME/Grant Opportunities require separate contract. Contact Kerry Kendall for more information.**

PAYMENT OPTIONS: NCAAIS TAX ID #81-0886520

Check payable to NCAAIS – PO Box 27167, Raleigh, NC 27611 | Attn: Kerry Kendall

Credit Card – These Payments will now be made through our Online Meeting Registration Platform. You will receive an email when registration is open, and a link to pay your exhibitor fees and register your booth attendees.

COMPANY INFORMATION: **Is electricity required for display?** Yes No

Company Name: _____

Company Contact Person: _____

Title: _____

Billing Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

COMPANY name of Competitors: _____

Company Representative(s) Attending Meeting: All attending representatives will be required to be registered online when registration is open for the meeting. If substitutions are necessary prior to the meeting, they can be made by contacting Kerry Kendall at kkendall@ncmedsoc.org.

Proper completion and submission of this application for participation at the NCAAIS Annual Meeting shall mean the applicant accepts and agrees to abide by the provisions of this application and Appendix A, Exhibitor Terms and Conditions, which is hereby incorporated and made part of this contract as well as such additional rules and regulations that the NCAAIS deems necessary provided such additional rules and regulations do not materially alter the exhibitor's contractual rights. A contract for participation shall be completed only after a properly completed application along with a payment in full is received by the NCAAIS office.

Payment in full must be received prior to the meeting. Please fill in the information requested on this form. Retain a copy for your files, and sign and return this application with payment to:

NCAAIS, PO Box 27167, Raleigh, NC 27611 | Attn: Kerry Kendall OR email kkendall@ncmedsoc.org

Cancellations by April 15, 2024 receive a 50% refund; no refunds provided for cancellations after that date.

Signature of person authorized to approve contract

Printed name of authorized signer

Date

Appendix A: Exhibitor Terms and Conditions

- 1. SPACE - Exhibitor space is confirmed and assigned by the NCAAIS on a first-come basis as SIGNED applications are received by NCAAIS representative.** Platinum and Gold Level exhibitors receive prime display locations. The space contracted is to be used solely for the Exhibiting Company whose name appears on the Contract. The Exhibitor shall not sublet or assign any portion of same without the written consent of the NCAAIS. Two chairs per table are included.
- 2. MEETING REGISTRATION** – Company representatives who plan to attend the meeting must be registered online for the meeting using the Cvent Registration link. This link will be sent to the company contact once the meeting has officially opened for registration. Each exhibiting support level receives a specific number of meeting registrations. If someone that has signed up will no longer be attending, you can substitute by updating the registration.
- 3. ALL PROMOTIONAL MATERIALS, COLLATERAL OR ACTIVITIES** must be confined within the limits of the Exhibitor’s purchased space. Per CME regulations such materials are not permitted in the meeting room or at the meeting registration desk and may not be delivered to attendees’ hotel rooms. **Product theater events require a separate contract;** contact kkendall@ncmedsoc.org for information.
- 4. ALL BOOTHS** and decorations MUST concur with the facility regulations, city ordinances, and local fire codes. Any violations may result in the removal of any materials found to be in violation. Materials for booth decorations and construction must consist of fire-resistant material.
- 5. IN EVENT EXHIBITION IS NOT HELD** - The NCAAIS shall not be liable for any damages or expense incurred by Exhibitors in the event the show is delayed, interrupted, or not held as scheduled.
- 6. SECURITY** - Security will not be provided in the exhibit area. Exhibitors are urged to remove all valuables during non-exhibit hours. Exhibitor agrees that neither the NCAAIS, nor the facility management is financially liable for theft, damage, loss, or disappearance of any kind. The NCAAIS recommends all Exhibitors contact their insurance agents to confirm proper coverage of exhibit materials. Please read carefully the coverage provided by decorators and shipping companies to determine if additional coverage is necessary. Any additional security must be arranged by the Exhibitor at his own expense, directly from the facility. The facility will be locked during the time that exhibits are not being shown; however, certain facility employees will have access to the space for cleaning, etc.
- 7. LIABILITY** - Exhibitor agrees that neither the NCAAIS, nor its representatives, will be responsible for any injury, loss, or damage that may occur to the Exhibitor, the Exhibitor's employees, family, or associates, or property from any cause whatsoever. The Exhibitor, on signing the contract, expressly releases the aforementioned from any and all claims for such loss, damage, or injury.
- 8. CANCELLATIONS** - Cancellations by **COB 4/15/24** receive a 50% refund. NO refunds are provided for cancellations after that date.
- 9. ELECTRICITY** - The NCAAIS will provide standard 110-volt electricity at no charge upon request. **Please indicate on the application if electricity is required.** For additional power needs, exhibitors should contact the facility.
- 10. SIGNAGE** – All Signage and Booth display to be provided by Vendor.
- 11. SHIPPING** - Vendors are responsible for ALL arrangements in the shipping of exhibits. Please bring your company’s own shipping forms and account number in order to make your own re-shipping arrangements. Shipping information will be sent with a confirmation to the “Company Contact” listed on the application.
- 12. HOTEL RESERVATIONS** – Exhibitors may use the group’s discounted hotel rates. Hotel information with group code will be sent to the “Company Contact” listed on the application when registration opens.

ASSOCIATION CONTACT

For additional information, please contact:

Kerry Kendall, Coordinator, Member Services & Communications

North Carolina Allergy, Asthma & Immunology Society

PO Box 27167, Raleigh, NC 27611 **OR** 222 North Person Street, Raleigh, NC 27601

Phone: 919-865-5255

Email: kkendall@ncmedsoc.org