



# Exhibitor Prospectus

North Carolina Obstetrical and  
Gynecological Society and  
NC Section of ACOG  
2016 Annual Meeting

April 8-10, 2016

Grandover Resort and Spa, Greensboro, NC

North Carolina Obstetrical and Gynecological Society/NC Section of ACOG (NCOGS)  
2016 Annual Meeting

The 2016 Annual Meeting is a much anticipated gathering of obstetricians and gynecologists, residents, and medical students from across North Carolina. The next NCOGS Annual Meeting will be held in Greensboro, NC at the Grandover Resort and Spa, April 8-10, 2016.

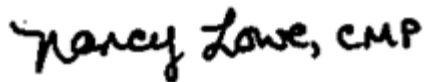
Healthcare organizations, pharmaceutical companies, device manufacturers, insurance companies, and other vendors are invited to participate as exhibitors and sponsors of the three-day meeting. The NCOGS extends opportunities for tabletop displays, sponsorship of specific aspects of the meeting, and CME 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.

Supporters receive:

- Five-plus hours of dedicated display time and/or access to attendees
- Refreshment breaks, cocktail reception, and breakfast with attendees
- Optional Saturday dinner with attendees, for Gold and Platinum-level exhibitors
- Discounted group hotel rate
- Attendee contact lists (prior to meeting upon request, hard copy at meeting, and post meeting)
- Recognition of organization in print, in on-site program

Please review the enclosed exhibitor information and make plans soon to participate at this important meeting of the North Carolina ob/gyn community. If you have any questions or would like further information on the meeting or sponsorship opportunities, contact me at [nlowe@ncmedsoc.org](mailto:nlowe@ncmedsoc.org) or (919) 833-3836.

Sincerely,



Nancy Lowe, CMP  
Associate Director

- **Standard Exhibit space is \$1,750 per 8' x 8' booth (includes 6' table and 2 chairs).**
- **Gold Sponsor Package is \$3,000, which includes priority booth location, two tickets to the Saturday awards banquet, and special mention in the printed program and in verbal announcements.**
- **Platinum Sponsor Package is \$5,000, which includes a double booth (two 6' tables) in premium location, four tickets to the Saturday awards banquet, and additional recognition as Platinum Sponsor in the printed program and in verbal announcements.**
- **Standard booths are assigned on a first-come, first-served basis as signed applications and monies are received. Assignments of table location are made by the NCOGS.**

**APPLICATION FOR EXHIBIT SPACE  
ANNUAL MEETING, APRIL 8-10, 2016**

Proper completion and submission of this application for exhibit space at the NCOGS 2016 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 NCOGS deems necessary provided such additional rules and regulations do not materially alter the exhibitor's contractual rights. A contract for exhibit space shall be completed only after a properly completed application along with a payment in full is received by the NCOGS office.

Payment in full must accompany the "Application for Exhibit Space" via check (payable to NCOGS), Visa or MasterCard (American Express is not accepted). Please fill in the information requested on this form. Retain a copy for your files, and sign and return this application with payment to:

**NCOGS\* PO Box 27167 \* Raleigh, NC 27611 \* Fax 919-833-2023**

**Attn: Marissa Gallo [mgallo@ncmedsoc.org](mailto:mgallo@ncmedsoc.org)**

**Cancellations by February 1, 2016, receive a 50% refund; no refunds provided for cancellations after that date.**

NCOGS is hereby authorized to reserve space for our use in the exhibit area of the 2016 NC Obstetrical and Gynecological Society Annual Meeting. Payment must be received prior to March 20, 2016 to ensure acknowledgement in printed materials.

\* Forms received after March 20, 2016, will incur a \$500 late fee.

**8' X 8' Booth (includes 6' Table) – \$1,750** is enclosed with check or credit card information below

**Gold Sponsor Package (8' X 8' Booth, priority location and 2 banquet tickets) – \$3,000** is enclosed with check or credit card information below

**Platinum Sponsor Package (Double Booth [2 6' Tables], premium location, 4 banquet tickets) – \$5,000** is enclosed with check or credit card information below

Visa or MasterCard - **American Express is not accepted**

Credit Card Number: \_\_\_\_\_ Security Code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Amount to be charged: \$ \_\_\_\_\_

Signature of CC Holder: \_\_\_\_\_ Date: \_\_\_\_\_

Company/Organization Name: \_\_\_\_\_

Lettering for Table Sign and Printed Materials: \_\_\_\_\_  
*(Tables will be supplied with an identification sign. Please print.)*

Market Competitors you would prefer not to be placed near: \_\_\_\_\_

Is electricity required for display? \_\_\_\_\_ Yes \_\_\_\_\_ No

Company Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

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

Company Representative(s) Attending Meeting (individual representative information for name badges and NCOGS records):  
Use additional sheet if necessary. Exhibit registration includes up to four (4) representatives. Please update the NCOGS office as soon as possible as representative names are assigned or changed prior to the meeting.

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

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

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

\_\_\_\_\_  
Signature of person authorized to approve contract

\_\_\_\_\_  
Printed name of authorized signer

\_\_\_\_\_  
Date

## **Appendix A: Exhibitor Terms and Conditions**

1. **SPACE** - The space contracted is to be used solely for the Exhibitor whose name appears on the Contract. The Exhibitor shall not sublet or assign any portion of same without the written consent of the NCOGS. Sponsors receive prime display locations and exhibitor space is assigned by the NCOGS on a first-come, first-served basis as signed applications and monies are received by the NCOGS office. Two chairs per table are included.
2. **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 the NCOGS.
3. **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.
4. **IN EVENT EXHIBITION IS NOT HELD** - The NCOGS 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.
5. **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 NCOGS, nor the facility management is financially liable for theft, damage, loss, or disappearance of any kind. The NCOGS 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.
6. **LIABILITY** - Exhibitor agrees that neither the NCOGS, 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.
7. **CANCELLATIONS** - Cancellations by 2/1/16 receive a 50% refund. No refunds are provided for cancellations after that date.
8. **ELECTRICITY** - The NCOGS 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.
9. **SIGNAGE** - An identification sign will be provided for each table.
10. **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 shipping arrangements. Shipping information will be sent with a confirmation to the "Company Contact" listed on the application.
11. **HOTEL RESERVATIONS** – Exhibitors may use the group's discounted hotel rates. Hotel information with group code will be sent with a confirmation to the "Company Contact" listed on the application.

### **ASSOCIATION CONTACT**

For additional information, please contact:

Nancy Lowe, CMP, Associate Director

North Carolina Obstetrical and Gynecological Society

PO Box 27167 (222 North Person Street), Raleigh, NC 27611

Phone: (919) 833-3836 / Fax: (919) 833-2023

Email: [nlowe@ncmedsoc.org](mailto:nlowe@ncmedsoc.org)

**Thank you for your interest in supporting the NCOGS and our physician members!**

**PRELIMINARY EXHIBITOR SCHEDULE**  
**Exact times are subject to change.**

<b>FRIDAY, APRIL 8, 2016</b>	
Between 10:00am and 3:00pm	Exhibitor Move In/Set Up
3:00pm-3:30pm	Afternoon Break and Exhibit Visitation
6:00pm-7:30pm	Reception for Attendees and Exhibitors
<b>SATURDAY, APRIL 9, 2016</b>	
7:00am-8:00am	Continental Breakfast and Exhibit Visitation
10:00am-10:30am	Morning Break and Exhibit Visitation
7:00pm-10:00pm	Awards Banquet for Attendees and Gold and Platinum Sponsors
<b>SUNDAY, APRIL 10, 2016</b>	
7:00am-8:00am	Continental Breakfast and Exhibit Visitation
10:00am-10:30am	Morning Break and Exhibit Visitation
10:30am	Door Prize Drawing
11:00am	Exhibit Teardown

