



Exhibitor Registration | April 2-4, 2020 | Dallas, Texas

To register, fill in the information below and submit it to AAFAO along with your payment. This is a table top show. Exhibit space is approximately 8' wide (large displays will need 2 tables). The registration fee is \$1500 per table. Anticipated attendance is 200 attendees and 30-34 instructors. For your convenience, our W-9 form is located on the AAFAO.org website along with additional sponsorship opportunities (see pg. 3).

<p style="text-align: center;">All Exhibitors Will Receive:</p> <p style="text-align: center;">One 6' Draped Table, Four Name Badges*, Two Chairs, Trash Can, Electricity (if requested), and an Attendee List</p> <p>*Additional badges can be purchased for \$100 each.</p>	<p style="text-align: center;">Conference Location:</p> <p style="text-align: center;">Hyatt Regency DFW Airport 2334 N International Pkwy DFW Airport, TX 75261 (972) 453-1234 AAFAO rate: \$169.00</p> <p style="text-align: center; font-size: small;">Rate available until 3-18-20 or until it sells out whichever comes first</p>
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Exhibitor Fees and Payment: This is a table top show. Large displays will be required to purchase a second table.

Exhibit Space \$1500 x _____, Extra Badges \$100 each x _____ (4 badges are included)
Please mark how many tables and extra badges you will need in the space provided.

Please charge my card in the amount of \$_____ or ____ Mark here if paying by check
Federal Tax ID #46-3788099. Checks are to be made payable to AAFAO.

Credit Card Number _____ Exp. Date ____ / ____

Cardholder Name _____ Signature _____

Checks made payable to AAFAO can be mailed to: 2675 N. Decatur Rd, Ste. 309, Decatur, GA 30033
Please include a copy of this form with payment.

The Following Information will be Printed in the Program: (please print neatly)

(Company Name) _____

(Street Address) _____

(City) _____ (State) _____ (Zip) _____

(Office Phone) _____ (Website) _____

Description of product or service (25 words or less): _____

Representatives (4 max): _____

Primary Representative Email: _____ Electricity? ____ Yes ____ No

Product to be displayed: _____

Companies You Prefer Not To Exhibit Next To: _____

Company Contact: _____ Phone: _____

Company Contact email: _____

Email Completed Form To: info@aafao.org or send via Fax: 404-508-8539

Exhibitor Prospectus | April 2-4, 2020 | Dallas, Texas

AAFAO was founded in 2014 for the purpose of training podiatric residents in the techniques and skills of skeletal fixation, trauma, and reconstructive surgery of the foot and ankle. Each training session hosts 200 participants and 30-34 instructors.

Sponsorship opportunities are available at each meeting. Sponsors will be given first choice on exhibit space, signage for items sponsored, and highlighted in the schedule of events. See sponsorship page for pricing. Contact Dan Vickers or Karen Daniel at 404-508-8819 for more information.

Exhibit Registration: \$1500 per table. No sharing. Applications will be accepted until space is sold out.

- ◆ Includes 6' draped table, 4 badges, two chairs, trash can, electricity if needed, and attendee list.
- ◆ All food functions will be held in the exhibit area to maximize your contact with attendees.
- ◆ Payment must be submitted with registration form.
- ◆ Exhibit materials weighing 150 lbs. or more and/or being shipped via pallet/crate may be subject to additional charges from the hotel's receiving department.
- ◆ AAFAO reserves the right to refuse exhibit space if the vendor's product, service, or display/booth is not consistent with the character of the event.

Sponsorship Opportunities:

- ◆ Speaker Presentation During Lunch
- ◆ Continental Breakfast & Breaks - food sponsor only no speaker
- ◆ Note Pads, Pens, and/or Bags (handed out at the registration desk)
- ◆ Sawbones

Conference Hotel & Shipping Information:

Hyatt Regency DFW Airport
 2334 N International Pkwy
 DFW Airport, TX 75261
 (972) 453-1234
 Hold for AAFAO April 2-4, 2020
AAFAO Room Rate: \$169.00 per night
 This rate is available until 3-18-19 or until it sells out, whichever comes first

Move-in and Set-up: Wednesday, April 1st 4:00 PM - 7:00 PM **Move-out:** Friday, April 3rd 4:00 PM

Vendors are responsible for scheduling material pick-up after the meeting.

This meeting has two tracks (Basic & Advanced) that run concurrently. Break times vary for each track, giving vendors multiple opportunities to speak with attendees and instructors. Schedules for each course are posted on our website.

The exhibit hall will be open all day Thursday & Friday.

Thursday, April 2nd

7:00 AM – Breakfast with the exhibitors

Morning breaks

12:00 PM - Lunch in exhibit hall

Afternoon breaks

5:00 - Exhibit Hall Closes

Friday, April 3rd

7:00 AM – Breakfast with the exhibitors

Morning breaks

12:00 PM - Lunch in exhibit hall

Afternoon breaks

4:00 - Exhibit Hall Closes

Breakfast, lunch, and breaks will be placed in the exhibit area to encourage residents and staff to visit the exhibitors.

Schedule is subject to change without notice.

CANCELLATION POLICY: Cancellation requests must be made in writing, via fax, mail or e-mail and postmarked no later than 2 weeks before the start date of the conference. All refund requests will be assessed a \$250 cancellation fee per booth. In lieu of a refund you may transfer the full amount to an alternate Podiatry Institute meeting within one year of cancellation. If canceling less than two weeks prior to the conference NO refund will be due to the exhibitor. Instead you may transfer \$1000 of the booth fee to an alternate meeting. All transferred funds must be used within one year of the original date of cancellation.

Sponsorship Information | April 2-4, 2020 | Dallas, Texas

In addition to exhibiting, several sponsorship opportunities are available at each of our meetings. Spots will be filled on a first come first served basis.

Please contact Dan Vickers or Karen Daniel at 404-508-8819 for more information.

Sponsorship Opportunities & Pricing:

- Lunch Thursday or Friday with Presentation - \$5000 per presentation
Speakers will be given 30 minutes during lunch to present their product to the attendees.
- Lunch Saturday* (no presentation) - \$2000 per sponsor
- Continental Breakfast Thursday or Friday - \$2000 per breakfast/sponsor
- Continental Breakfast Saturday - \$1000 per sponsor
- Breaks Thursday, Friday or Saturday - \$500 per break/sponsor
- Note Pads for 240 attendees* (provided by vendor)
- Pens for 240 attendees* (provided by vendor)
- Bags for 240 attendees* (provided by vendor)
- Sawbones (provided by AAFAO) - \$4000

* Notepads, pens, & bags will be handed out at the registration desk.

Please mark which items you are interested in sponsoring above. We will contact you to confirm your choices. Once confirmed, an invoice will be sent for the amount due. Invoices will be due upon receipt.

Company Name: _____

Company Contact: _____

Email: _____ Phone: _____

Email Completed Form To: info@aafao.org or send via Fax: 404-508-8539