



## Exhibitor Registration | November 14-15, 2019 | 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><b>All Exhibitors Will Receive:</b>                  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><b>Conference Location:</b>                  Hyatt Regency DFW Airport                  2334 N International Pkwy                  DFW Airport, TX 75261                  (972) 453-1234                  AAFAO rate: \$164.00</p> <p><small>Rate available until 10-16-19 or until it sells out whichever comes first</small></p>
--	---

**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](mailto:info@aafao.org) or send via Fax: 404-508-8539**

**AAFAO | 2675 N. Decatur Road | Suite 309 | Decatur, GA | 30033 | 404-508-8819 | [AAFAO.org](http://AAFAO.org)**

## Exhibitor Prospectus | November 14-15, 2019 | Dallas, Texas

AAFAO was founded in 2014 for the purpose of training podiatric residents and practicing physicians 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 hall 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 Bags (handed out at the registration desk)
- ◆ Scrubs with AAFAO and Sponsor Logo
- ◆ Faculty Hospitality Lounge
- ◆ Sawbones

**Conference Hotel & Shipping Information:**

Hyatt Regency DFW Airport  
 2334 N International Pkwy  
 DFW Airport, TX 75261  
 (972) 453-1234  
 Hold for AAFAO Nov. 14-15  
 AAFAO Room Rate: \$164.00 per night  
 This rate is available until 10-16-19 or until it sells out, whichever comes first

**Move-in and Set-up:** Wednesday, Nov. 13th 4:00 PM - 7:00 PM **Move-out:** Friday, Nov. 15th 4:00 PM

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

This meeting has two tracks (Comprehensive & 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, November 14th

7:00 AM – Breakfast with the exhibitors

Morning breaks

12:00 PM - Lunch in exhibit hall

Afternoon breaks

5:00 - Exhibit Hall Closes

Friday, November 15th

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 | November 14-15, 2019 | Dallas, Texas

---

In addition to exhibiting, several sponsorship opportunities are available at each of our meetings. Sponsors will be given first choice on exhibit space, signage for items sponsored, and highlighted in the schedule of events. 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)
- Scrubs for attendees with AAFAO and Sponsor Logo  
(scrubs provided by AAFAO)
- Faculty Hospitality Lounge - any amount welcome
- Sawbones (provided by AAFAO) - \$4000

\*There are lectures and labs taking place on Saturday. However, the exhibit hall will only be open the first two days of the meeting.

\*\* 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, a 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](mailto:info@aafao.org) or send via Fax: 404-508-8539