

**CONTRACT TO PARTICIPATE
MIDWINTER OSTEOPATHIC FAMILY
PRACTICE CONFERENCE**

Iowa Chapter ACOFP
Federal I.D. #42-1318046

Company Name _____

Representative Name _____

Address _____

City/State/Zip _____ Phone _____

Names of Representatives

Name of product or service being sold:

My company wishes to provide an educational grant towards this program.

My company wishes to advertise in the conference program. Please forward information.

My company wishes to reserve a booth space.

PAYMENT OPTIONS

Check Discover Visa MasterCard

Credit Card # _____ Exp. Date _____

You have my authorization to charge my account for the exhibit space.

Signature _____

Phone _____

American College of Osteopathic Family Physicians, Inc.
(Iowa Chapter)
950 12th Street, Des Moines, IA 50309
(515) 283-0002 Fax (515) 283-0355

Prospectus

\$299 (Booths 1 – 10)

At this price, you receive a 6' x 8' booth

A table and a chair

One representative allowed

Program listing

\$499 (Booths 11 – 17)

At this price, you receive a 6' x 8' booth

A skirted table and a chair

Two representatives allowed

Program listing

\$749 (Booths 18 – 30)

At this price, you receive an 8' x 10' booth

A skirted table and 2 chairs

Two representatives allowed

Free electric hook-up

Program listing

Program ad

\$1499 (Booths 31 – 32)

At this price, you receive an 8' x 16' booth

2 skirted table and 4 chairs

Four representatives allowed

Free electric hook-up

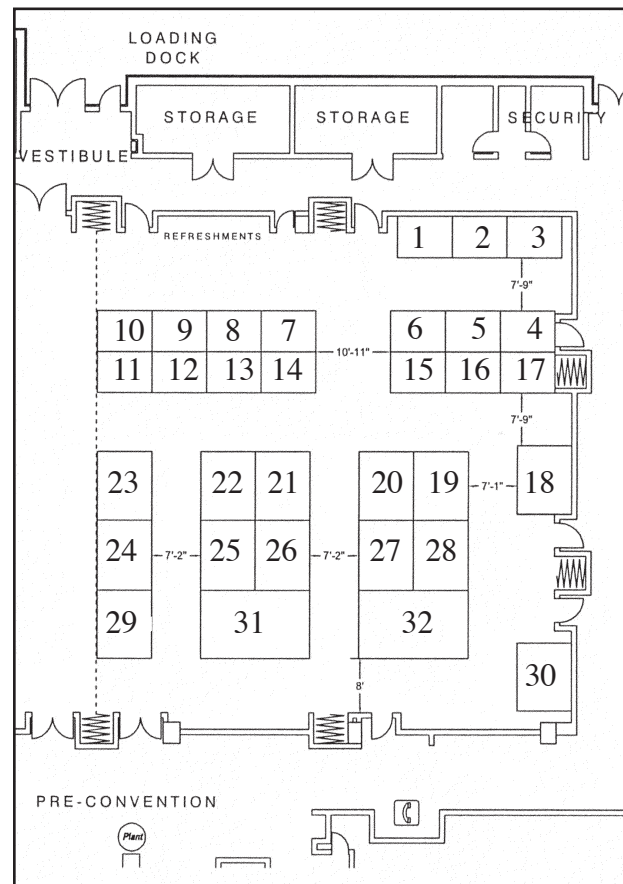
Program listing

Program ad

Banner advertising in Registration area.

MIDWINTER OSTEOPATHIC FAMILY PRACTICE CONFERENCE

**January 13, 2012
Embassy Suites
Des Moines, IA**



MIDWINTER OSTEOPATHIC FAMILY PRACTICE CONFERENCE

Sponsored by
IOWA CHAPTER ACOFP



PROSPECTUS FOR EXHIBITORS

**January 13, 2012
Embassy Suites
Des Moines, IA**

The Iowa Chapter of the American College of Osteopathic Family Physicians (ACOFPP) invites your firm to take part in the 2012 Midwinter Osteopathic Family Practice Conference to be held at the Embassy Suites in Des Moines, Iowa. Over 100 osteopathic family physicians will be in attendance. Outlined below are several ways in which your company may participate.

EXHIBITS

There will be space for approximately 30 exhibit booths at the Embassy Suites. The location of the exhibit space in relationship to the main conference is excellent and each booth can be assured of maximum exposure. The booth space will be assigned on a first-come, first served basis. Because of the limited number of exhibit spaces, every location is a prime space.

FEE

There is a new pricing structure from which you may select. See back flap for more details.

LOCATION

Embassy Suites On The River
101 E. Locust Street
Des Moines, IA 50309
(515) 244-1700
Reservations (800-EMBASSY)

WHAT SPACE PRICES INCLUDES

Each booth space will be equipped with a table, chair, and a booth identification sign. Additional equipment or electricity can be ordered. A complete list of what is available and a schedule of prices can be furnished by Freeman Decorating Company – 2000 Easton Boulevard, Des Moines, Iowa 50317, (515) 265-5601.

BOOTH EXPOSURE

The Iowa Chapter ACOFP encourages conference registrants to visit the exhibit area by serving refreshments in the exhibit area at scheduled intervals throughout the day.

TERMS OF PAYMENT

A copy of this contract to participate should be returned immediately to reserve your space. Payment by check or credit card can follow. FULL PAYMENT MUST BE RECEIVED PRIOR TO THE CONFERENCE.

EXHIBIT SETUP TIME

The exhibit setup time will be Thursday, January 12 from 4:00 to 8:00 p.m. and Friday, January 13 from 7:00 to 7:30 a.m. The exhibits must be dismantled on Friday, January 13 beginning at 4:00 p.m. and clearing the exhibit hall by 6:00 p.m.

EXHIBIT HOURS

The exhibit hall will be open Friday, January 13 from 7:30 a.m. to 4:00 p.m. Breaks are scheduled frequently throughout the day to encourage maximum visitation. Lunch will be provided for all exhibitors and conference registrants.

EXHIBITORS' REPRESENTATIVES

Exhibitors are required to furnish the conference secretary with the names of the people who will represent them at the conference. There will only be one company and/or one company division per booth.

To assure your representative conference rates at the Embassy Suites, make sure they mention that they are affiliated with the Iowa Chapter ACOFP or the Midwinter Osteopathic Family Practice Conference when they make their hotel reservations (800-EMBASSY) or (515) 244-1700.

CHARACTER OF THE EXHIBITS

The Iowa Chapter ACOFP reserves the right to decline or prohibit any exhibit, which in their judgment is not in keeping with the objectives and dignity of the conference. This right is all inclusive and concerns persons, things, conduct, printed matter, souvenirs and catalogs. No subletting the whole or part of the space allotted, to exhibit therein any goods other than those manufactured or handled by the exhibitor in the regular course of business, nor permitting of any representatives of any firm not exhibiting to solicit business or take orders in this space.

ADVERTISING

An effective way for your organization to participate in the largest osteopathic family physician conference held in the state of Iowa is to advertise in the conference program. This program is a convenient pocket-sized booklet containing daily program schedules, speaker biographies, as well as other useful and necessary information about the conference. It is designed to be used daily and will give your organization outstanding exposure to the participants.

SHIPPING

If you plan to ship large exhibits to the conference site, please mark all shipments as follows:

Exhibitor's name and booth number
c/o Freeman Decorating Company
2000 Easton Blvd.
Des Moines, IA 50317

MEDICAL EDUCATIONAL GRANTS

Depending on the topics of the educational program, your company may wish to provide an educational grant. Iowa Chapter ACOFP may ask for your assistance in locating speakers that meet the educational needs of the program. However, in compliance with the guidelines of the Pharmaceutical Manufacturers Association, the FDA and the American Osteopathic Association, final program topics and speaker selection will always be made by the Iowa Chapter ACOFP.

Companies providing educational grants will be recognized in the conference program, pre-program advertising, the Iowa Chapter ACOFP newsletter and will receive other special recognition at the conference.

LIABILITY CLAUSE

It is expressly understood and agreed between all exhibitors, the Association, and the hotel "that the exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of the injury or damage to exhibitor's display, equipment and other property brought upon the premises of the hotel, and shall hold harmless the Association and hotel agents, servants and employees from any and all such losses, damages and claims."

CONFERENCE CHAIR

Joel Baker, D.O. is the conference chair in charge of programming. Please refer any questions you may have regarding speakers and programming to Dr. Baker or Leah McWilliams, CAE, at (515) 283-0002.

CONFERENCE MANAGER

Leah J. McWilliams, CAE, Executive Director, will be the Association's representative at the conference. She will be available to answer your question during the meeting as well as during the setup and dismantling periods. She may be reached prior to the conference at (515) 283-0002, (515) 283-0355 FAX or at leah@ioma.org.