

**CONTRACT TO PARTICIPATE  
UPPER MIDWEST OSTEOPATHIC  
HEALTH CONFERENCE**

Iowa Osteopathic Medical Association  
Federal I.D. #42-0334865

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       American Express

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

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

Signature \_\_\_\_\_

Phone \_\_\_\_\_

**Iowa Osteopathic Medical Association  
950 12th Street, Des Moines, IA 50309  
(515) 283-0002 Fax (515) 283-0355**

# Prospectus

**\$299 (Booths 1 – 13)**

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

A table and a chair

*One representative allowed*

Program listing

**\$499 (Booths 14 – 23)**

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

A skirted table and 2 chairs

*Two representatives allowed*

Program listing

**\$749 (Booths 24 – 42)**

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 43 – 44)**

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

2 skirted table and 4 chairs

*Four representatives allowed*

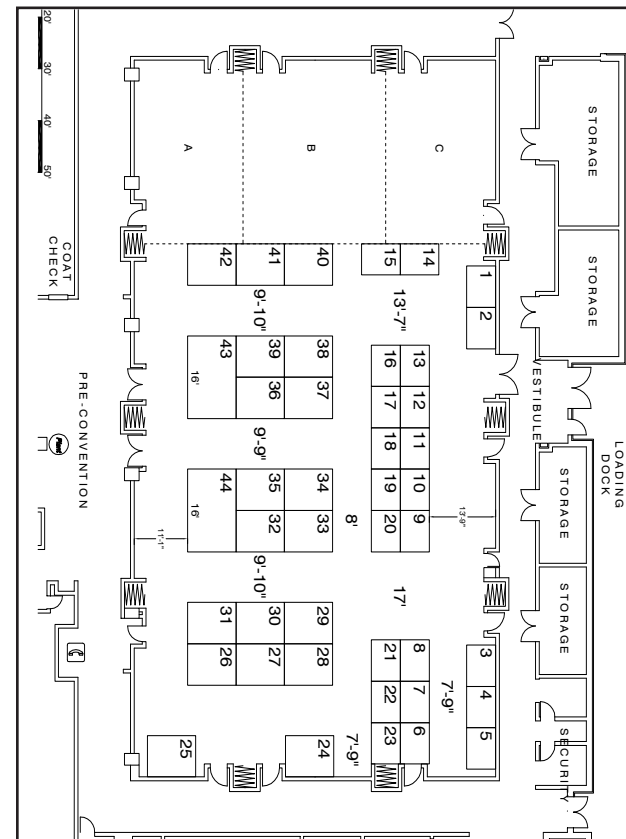
Free electric hook-up

Program listing

Program ad

Banner advertising in Registration area.

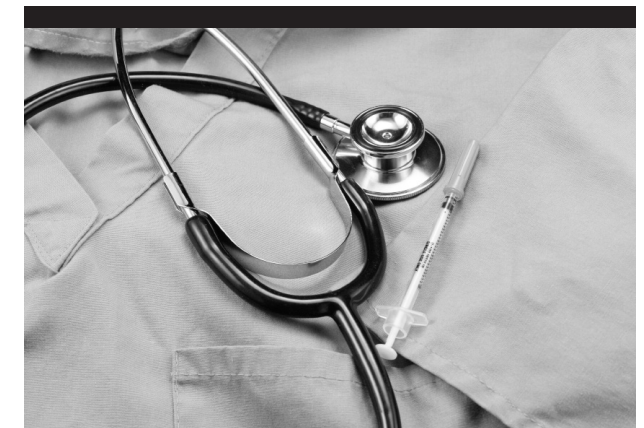
**UPPER MIDWEST  
OSTEOPATHIC HEALTH  
CONFERENCE**  
  
May 4, 2012  
Embassy Suites  
Des Moines, IA



# UPPER MIDWEST OSTEOPATHIC HEALTH CONFERENCE

Sponsored by

**IOWA OSTEOPATHIC  
MEDICAL ASSOCIATION**



**PROSPECTUS FOR EXHIBITORS**

**May 4, 2012  
Embassy Suites  
Des Moines, IA**

*The Iowa Osteopathic Medical Association (IOMA) invites your firm to take part in the 2012 Upper Midwest Osteopathic Health Conference to be held at the Embassy Suites in Des Moines, Iowa. Over 150 osteopathic physicians of various specialties will be in attendance. Outlined below are several ways in which your company may participate.*

## **EXHIBITS**

There will be space for approximately 45 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**

IOMA 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.

## **EXHIBIT SETUP TIME**

The exhibit setup time will be Thursday, May 3 from 4:00 to 8:00 p.m. and Friday, May 4 from 7:00 to 7:30 a.m. The exhibits must be dismantled on Friday, May 4 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, May 4 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 IOMA or the Upper Midwest Osteopathic Health Conference when they make their hotel reservations (800-EMBASSY) or (515) 244-1700.

## **CHARACTER OF THE EXHIBITS**

IOMA 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 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. 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 Osteopathic Medical Association.

Companies providing educational grants will be recognized in the conference program, pre-program advertising, the IOMA 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**

Conway Chin, D.O. is the conference chair in charge of programming. Please refer any questions you may have regarding speakers and programming to Dr. Chin 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.