



# **2019** **GULF STATES** **REGIONAL** **OTOLARYNGOLOGY** **CONFERENCE**



**Grand Hotel Marriott Resort | Point Clear, AL**

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## **HAVE YOU HEARD?**

**Physicians from  
across the  
Southeast attend  
this conference  
looking to be  
introduced to  
innovative  
products and new  
technologies –  
will you be there?**

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**May 24 - 26**

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**Exhibit Hall open  
Friday, May 24 &  
Saturday, May 25**

### **ALASOHN**

P.O. Box 1900  
Montgomery, AL 36102

19 South Jackson Street  
Montgomery, AL 36104

334.954.2575  
[alamedgroups@gmail.com](mailto:alamedgroups@gmail.com)

January 2019

Dear Exhibitor/Sponsor:

We are excited to announce that Alabama, Mississippi and Louisiana Otolaryngology Societies gather again this year for the 2019 Gulf States Regional Otolaryngology Conference May 24-26 at the Grand Hotel Marriott Resort, Golf Club and Spa, Point Clear, AL. **We would like to invite you to join us and exhibit your products/services while meeting face-to-face with otolaryngologists from the tri-state region (Alabama, Louisiana and Mississippi).** In order to maximize the exposure of the attending physicians with the exhibits, we schedule our continental breakfasts and coffee breaks in the exhibit area. Additionally, vendors are invited to our evening reception. With approximately 100 in attendance last year, we expect at least that level of participation this year.

As you know, meetings of this nature are dependent, in large part, upon your support. We have had great cooperation in the past and look forward to this next meeting. If you would like to participate, please review the enclosed information, which includes exhibit set-up, breakdown and exhibit hall times, along with information on hotel reservations, shipping and ordering of power/internet services for your booth. *Exhibit fee for all exhibitors is \$2,000.00 covering a tri-state meeting.*

If you need any further information, please do not hesitate to call our office. As always, we appreciate your continued support of our meeting.

Sincerely,

Christi Long, Director

Alabama Society of Otolaryngology, Head and Neck Surgery

Stites Whatley, M.D.

President

Alabama Society of Otolaryngology, Head and Neck Surgery

#### **ALASOHN Mission Statement**

Our mission is to advance the art, science and ethical practice of Otolaryngology, Head and Neck Surgery through education, communication, research and life-long learning.

## 2019 Gulf States Regional Otolaryngology Conference

May 24-26

Grand Hotel Marriott Resort ★ Point Clear, AL

Exhibiting firm's name: \_\_\_\_\_

Main contact person: \_\_\_\_\_

Phone # (\_\_\_\_\_) \_\_\_\_\_ No. of booths requested: \_\_\_\_\_

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

\_\_\_\_\_

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

Company Representatives (name badge purposes)

\_\_\_\_\_

\_\_\_\_\_

☐ I will need electrical service at my booth (charges may apply).

☐ Where possible, please do not locate my exhibit next to our major competitor which is named below:

\_\_\_\_\_

**To complete your exhibit application, complete and mail the following:**

- ☐ Application
- ☐ Exhibit Guidelines
- ☐ Payment (\$2,000.00 made payable to AlaSOHN)

AlaSOHN  
ATTN: Christi Long  
P.O. Box 1900  
Montgomery, AL 36102-1900

## Exhibit Guidelines:

1. Exhibit set-up is Thursday, May 23, 2019, 3:00 – 6:00 PM. All booths should be in place by 7:00 AM Friday, May 24, 2019. Your booth should be staffed at all times during viewing hours.
2. Aisles must be kept clear, and no banners, signs, etc. will be allowed to interfere with views of adjacent booths.
3. At the end of the show, you will be responsible for taking your empty boxes, etc. to the trash area indicated by the conference center.
4. No subletting of space is permitted.
5. It is expressly understood that exhibitors assume entire responsibility and hereby agree to protect, indemnify, defend and save harmless the Alabama Society of Otolaryngology Head and Neck Surgery, the Grand Hotel Marriot Resort, their owners, employees or agents against all claims, losses and damages to persons or property, governmental charges and/or fines, and attorney's fees arising out of or caused by the exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or part thereof, excluding any such liability caused by the sole negligence of the Grand Hotel Marriott Resort, its owners, employees, and agents. In addition, the exhibitor acknowledges that the Alabama Society of Otolaryngology Head and Neck Surgery, and the Grand Hotel Marriott Resort do not maintain insurance covering exhibitor's property and that, if desired, it is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses by the exhibitor.

☐ I acknowledge receipt of and agree to the above-mentioned rules.

Authorized Exhibitor Signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

Date: \_\_\_\_\_

## Exhibitor Applications

Completed application, acknowledgement of exhibit guidelines form and fee should be mailed to AlaSOHN, ATTN: Christi Long, PO Box 1900, Montgomery, AL 36102-1900.

## Exhibitor Levels

All exhibit space is \$2,000.00. Other sponsorship opportunities are available. Please contact Christi Long at 334.954.2575 or alamedgroups@gmail.com for sponsorship opportunities.

## Exhibitor Space and Services

The exhibit registration fee includes a table, two chairs, identification sign and a garbage can. ***Spaces are assigned on a first-come, first-served basis, according to the date of receipt of your paid reservation.*** Upon receipt of your exhibitor application and payment, you will receive a written confirmation.

For each exhibit fee paid, the company will receive an attendees list the time of the conference.

## Exhibit Hall Hours

Exhibits will remain open during conference; specific hours are described below. All meal functions will be in the exhibit hall to maximize opportunities for physician/exhibitor contact.

Set-up:	Thursday, May 23, 2019	3:00 – 6:00 PM
Hours:	Friday, May 24, 2019	7:00 AM – 10:30 AM 6:00 PM – 7:00 PM*
	Saturday, May 25, 2019	7:00 AM – 10:30 AM
Dismantle:	Saturday, May 25, 2019	10:30 AM (following the morning break)

*\*The evening reception will not be held in the exhibit hall. However, vendors are invited to attend this outdoor event.*

## Federal Tax Status

The Alabama Society of Otolaryngology, Head and Neck Surgery is a 501c (6) organization. A W9 form is available on request.

## Hotel Reservations

You can make a reservation by calling 800.455.3834 and referencing the Gulf States Regional Otolaryngology Conference. Deadline for making reservations at our group rate is April 24, 2018. The hotel will offer the group rate for those wishing to stay over for the Memorial Day holiday.

## Shipping

To ensure proper delivery, please address all boxes, crates and other shipping containers as outlined below. Shipments should not arrive at the hotel more than five (5) business days prior to the start of our meeting.

Ship to:  
Marriott Grand Hotel  
Gulf States Regional Otolaryngology Conference  
ATTN: Name of Person Attending the Meeting  
One Grand Boulevard  
Point Clear, AL 36564-0639