

National Association of Medical Examiners

# EXHIBITOR PROSPECTUS

**NAME 2019**

**Annual Meeting**

October 18 – 22, 2019



**Sheraton Kansas City  
Hotel at Crown Center**

Kansas City, Missouri



May 3, 2019

Dear Prospective Exhibitor:

The National Association of Medical Examiners (NAME) is pleased to invite you to exhibit at its 2019 Annual Scientific Meeting, October 18-22, 2019, at the Sheraton Kansas City Hotel at Crown Center, Kansas City, Missouri. As the premier event in the field of forensic pathology, the NAME 2019 Annual Scientific Meeting is the forensic science industry's source for cutting-edge information.

When you exhibit at the NAME Annual Scientific Meeting, you will showcase your products and services to forensic science professionals from around the world including pathologists, coroners, toxicologists and many others in the field of forensic pathology and death investigation.

You also will have the opportunity to increase your company's presence in Kansas City, Missouri through numerous sponsorship opportunities and promotional activities. Some of these opportunities include sponsoring the opening reception, opening dinner, several coffee breaks, NAME luncheon, and even the Rigor Run. For more detailed information about sponsorship opportunities, see the Sponsorship Opportunities Form contained in this prospectus.

Another exciting **benefit** of exhibiting at the NAME Annual Scientific Meeting is that your company will receive two full complimentary registrations for your specified booth personnel, which includes all meals (including the Opening Dinner, coffee breaks, daily breakfasts and our Annual Luncheon) and entrance to all scientific sessions. One month prior to the meeting, your company will receive a participant registration list that includes addresses and emails. This complimentary document will be updated and provided to all exhibitors 30 days after the conclusion of the event.

Please complete the enclosed Exhibitor Application & Contract to secure your booth today! See the enclosed Sponsorship Opportunities Form to increase your company's presence at this year's meeting in Kansas City. You may visit the NAME website at <https://www.thename.org/2019-annual-meeting> to review the floor plan, check booth availability, and download this year's prospectus online. You may mail your forms and payment to 603 Windview Way #207, Frederick, MD 21703. You may email to: Tara Snethen, CMP ([tsnethen@thename.org](mailto:tsnethen@thename.org)). If you have questions, please contact the NAME Meetings Manager/Assistant Executive Director, Tara Snethen, by email: [tsnethen@thename.org](mailto:tsnethen@thename.org), or by phone: (240) 498-2918.

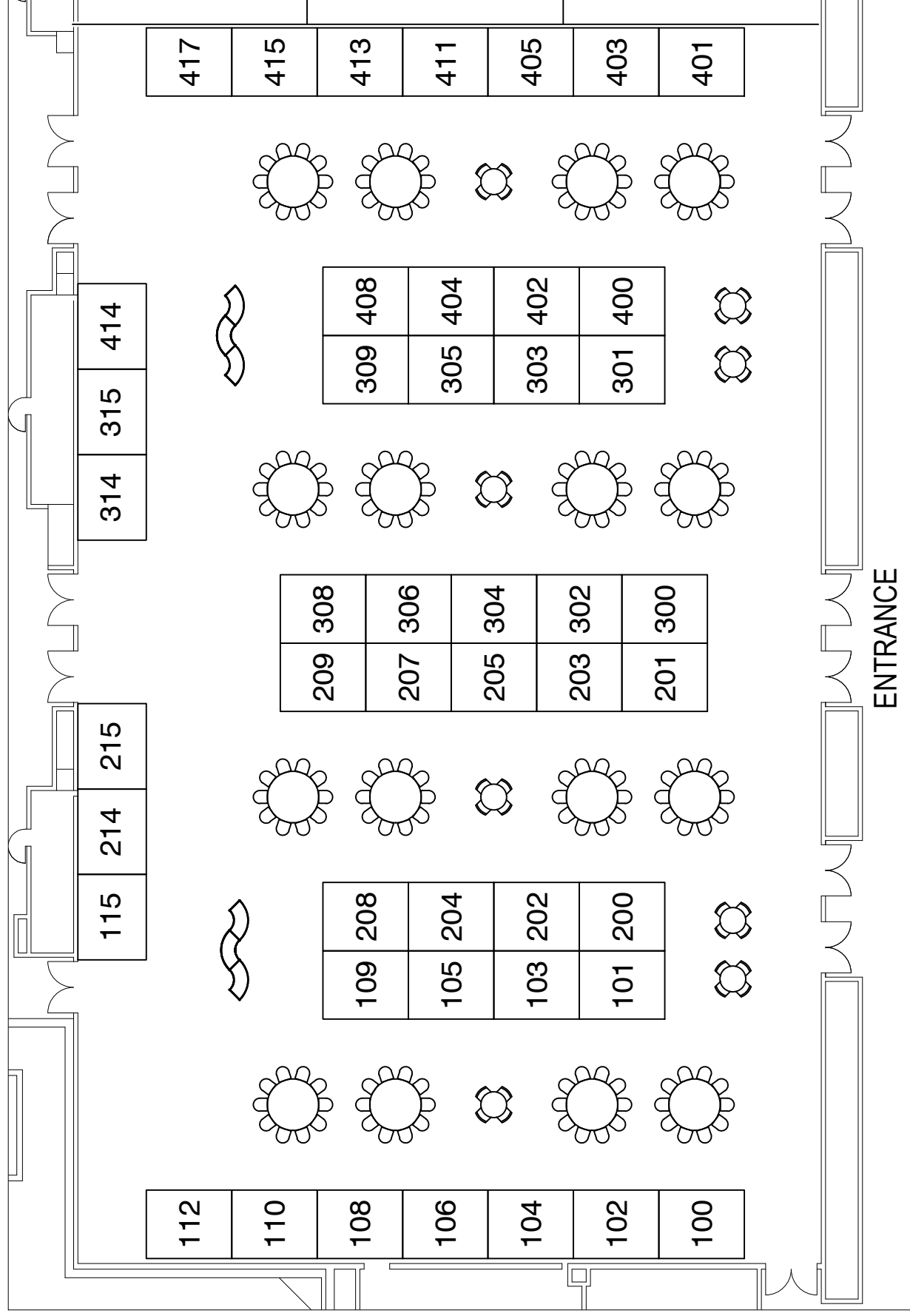
Sincerely,

Denise McNally  
Executive Director

# NAME 2019 Annual Meeting

October 18 - 22, 2019

Sheraton at Crown Center/San Francisco/New York/Atlanta Ballrooms/Kansas City, MO



## PRICING, DATES & DEADLINES



### Important Dates

Exhibitor Application & Contract Due	July 15, 2019
Exhibitor Agreement to NAME Guidelines for Display Rules & Regulations Due	July 15, 2019
Policy for Exhibitor Activity Form Due	July 15, 2019
Company Description Listing Due	July 15, 2019
Booth Cancellation or Reduction Deadline	July 15, 2019
Sponsorship Opportunities Form Due	August 12, 2019
Exhibitor Personnel Names Due	August 23, 2019

### Booth Space Fees

8' x 10' ft (depth x width) Inline Booth	\$3,000
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### Exhibit Location

The NAME Exhibit Area and NAME meal functions will be located in the San Francisco/New York/Atlanta Ballrooms on the Second Level of the Sheraton Kansas City Hotel at Crown Center. The NAME Registration area will also be located on the Second Level in the Grand Ballroom Foyer.

### Exhibit Installation

Friday, October 18	1:00PM – 5:00PM
<i>*Companies requiring additional installation time should contact NAME Exhibits Management for assistance. Early move-in may be subject to additional fees.</i>	

### Exhibitor Registration

Friday, October 18	10:00AM – 5:00PM
Saturday, October 19	8:00AM – 4:00PM
Sunday, October 20	8:00AM – 4:00PM
Monday, October 21	8:00AM – 4:00PM

### Overall Exhibit Hall Hours

Friday, October 18	5:30PM – 9:00PM
<i>(Exhibits Open During Opening Reception and Welcome Dinner)</i>	
Saturday, October 19	8:00AM – 4:00PM
Sunday, October 20	8:00AM – 4:00PM
Monday, October 21	8:00AM – 4:00PM
<i>(Subject to Change Based on Program Schedule)</i>	

### Exhibit Dismantling

Monday, October 21	4:00PM – 9:00PM
<i>*No packing or dismantling of exhibits will be permitted until 4:00PM, Monday, October 21. Early departure will result in the company or group being penalized a fee no less than \$500 and may result in being prohibited from participating in future NAME events.</i>	

## CONTACT INFORMATION

Complete and return all forms, and direct all inquiries regarding exhibits and sponsorships to:

### Tara Snethen, CMP

Meetings Manager/Assistant Executive Director  
National Association of Medical Examiners  
603 Windview Way #207  
Frederick, MD 20852  
Phone: (240) 498-2918  
Email: tsnethen@thename.org

## DEMOGRAPHICS

**NAME 2012 Annual Meeting** – Baltimore, Maryland, USA

**Total Attendance:** 404

**Exhibiting Companies:** 37

**NAME 2013 Annual Meeting** – Milwaukee, Wisconsin, USA

**Total Attendance:** 356

**Exhibiting Companies:** 40

**NAME 2014 Annual Meeting** – Portland, Oregon, USA

**Total Attendance:** 413

**Exhibiting Companies:** 39

**NAME 2015 Annual Meeting** – Charlotte, North Carolina, USA

**Total Attendance:** 422

**Exhibiting Companies:** 33

**NAME 2016 Annual Meeting** – Minneapolis, Minnesota, USA

**Total Attendance:** 453

**Exhibiting Companies:** 34

**NAME 2017 Annual Meeting** – Scottsdale, Arizona, USA

**Total Attendance:** 480

**Exhibiting Companies:** 37

**NAME 2018 Annual Meeting** – West Palm Beach, Florida, USA

**Total Attendance:** 520

**Exhibiting Companies:** 38

## 2018 EXHIBITORS

20/20 Imaging, a division of Konica Minolta Healthcare  
Advanced Detection Solutions, LLC  
ADx Healthcare  
American Board of Medicolegal Death Investigators  
Association of Organ Procurement Organizations (AOPO)  
Autism BrainNet  
Axis Forensic Toxicology  
Canon Medical Systems USA  
CRC PRESS, Taylor & Francis Group  
CSI/Jewett  
FARO Technologies, Inc.  
First Source, Inc.  
Forensic Advantage System  
Infectious Disease Pathology Branch, Centers for Disease Control & Prevention  
Invitae  
Kubtec Scientific  
LifeSign  
Lodox Systems  
Mopec

Mortech Manufacturing  
Mortuary Lift Company, Inc.  
Mortuary Response Solutions  
NAME Foundation  
NMS Labs  
Qualtrax  
QuantumMark, LLC  
Quincy Technologies  
Randox Toxicology  
Regional Pathology and Autopsy Services Inc.  
RTI International  
Scimedico, LLC  
SUDEP Institute and the North American SUDEP Registry  
The SUDC Foundation  
Tissue Techniques Pathology Labs LLC  
U.S. Consumer Product Safety Commission  
University of Maryland Brain & Tissue Bank  
VertiQ Software LLC  
VMI Security

## INCLUDED WITH BOOTH SPACE

### Program Listing

Exhibitors must provide a brief (60 words or less) description of the organization's product(s) or service(s) to be included in the printed program. The program is distributed to all meeting attendees and available electronically online. Description for the printed program is due no later than **August 5, 2019.**

### Exhibitor Badges

Exhibitor badges must be worn at all times and will **allow access to the Exhibit Hall, all Scientific Sessions and all meals (the equivalent of purchasing full meeting registration).** Exhibiting companies receive two complimentary badges per (1) 8' x 10' purchased booth space. Additional exhibitor badges will be available at a fee of \$50 each at the NAME Registration Desk. Additional exhibitor badges will allow access to the Exhibit Hall **only**. The two complimentary booth personnel names will be due to the Meetings Manager no later than, August 23, 2019.

### Exhibitor Guest Badges

Exhibitor guest badges will be available at the NAME Registration Desk for \$50 each. Guest badges allow for access to the Exhibit Hall **only**.

### Pre- and Post-Meeting Registration List (PDF Format ONLY)

The National Association of Medical Examiners will provide a pre-registration list to exhibitors 30 days prior to the start of the meeting. A complete post meeting registration list will be sent out to all exhibitors by email within 30 days of completion of the Annual Meeting. This list will be available upon request until December 16, 2019. The registration list will be *a read-only PDF file including addresses and emails.* The information is the sole property of NAME and cannot be reproduced in any form without express written permission.



# RULES & REGULATIONS FOR NAME EXHIBITORS

**Exhibitor Registration** – Exhibitor information and reservation forms will be made available online to all exhibitors. *Decorator Kits* will be made available by Alliance Nationwide Exposition 90 days prior to the event. Each exhibiting organization may have up to two complimentary meeting registrations for each booth purchased, which will allow entry to all scientific sessions and all meals (special activities requiring separate registration fees are not included).

**These badges cannot be used by attendees seeking NAME member promotion or upgrade, or continuing education credit. To qualify for NAME member promotion and continuing education credit, exhibitor must register as a meeting attendee.**

**Exhibitor Housing** – As an exhibitor, all representatives will be eligible for the convention rate for guest rooms established by the hotel properties contracted with NAME. All exhibitors and staff must make their own housing arrangements prior to the meeting.

**Booth Assignment & Sign Identification** – Booth spaces are assigned on a basis of first come, first served and by receipt of a completed Exhibitor Application & Contract with full payment for space. NAME reserves the right to make final decisions concerning booth assignment and exhibit layout in the best interest of the overall exhibit and the annual meeting. All booths are 8' x 10' ft (depth x width). The maximum height in the exhibit area is 8 feet. Rental includes (1) 6' long x 2' wide x 30" high skirted table, (2) side chairs, 8' high back draped back wall, 3' high side draped side rails, (1) wastebasket and (1) 7" x 44" one-line booth identification sign. Exhibitors must specify the exact text they wish to appear on the sign by filling out the Company Description for Program form.

**Subletting Exhibit Space** – Subletting or sharing any part of the exhibit space by an exhibitor is prohibited.

**Exhibitor Services** – *Decorator Kit links* will be available on the NAME website with username and passwords provided to the main contact of each company who has purchased a booth. Kits will include complete shipping instructions as well as forms for ordering furniture, labor, carpeting, electricity, and other services. A service desk will be open during installation and dismantling. All electrical work and wiring must be approved and installed in accordance with local regulations.

**Liability** – Exhibiting companies agree to indemnify, protect, save and keep the National Association of Medical Examiners, the Sheraton Kansas City Hotel at Crown Center, and all other agents and employees thereof forever harmless from any damages or charges imposed due to the following acts or omissions by the exhibiting company for violations of any law or ordinance, whether occasioned by the negligence of the exhibitors or those holding under the exhibitor:

- Negligent or intentional acts or omissions;
- Violation of any person's or entity's property rights;
- Violation of any law or ordinance; and
- Use and occupancy of the exhibiting or official meeting premises or any part thereof

In addition, the Exhibiting Company agrees to secure and maintain comprehensive commercial general liability insurance with limits not less than \$1,000,000 each occurrence combined single limit for bodily injury and property damage. Insurance will cover the period through the term of this agreement, including move-in and move-out days.

Exhibitor's liability shall include all losses, costs, damages, or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees, and business invitees which arise from or out of the exhibitor's occupancy and use of the exhibition premises. The NAME, by entering into the exhibitor contract, does not in any way imply support of any product or service of any exhibitor.

**General Conduct of Exhibits** – All materials and activities must be confined to the limits of the exhibit booth(s) and may not impede traffic or interfere with other exhibits. No exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted. Any equipment or apparatus producing noise or odors found to be annoying to other exhibitors or guests is prohibited. All construction shall be substantial. No exhibit that violates any municipal or state law, rules or regulations including safety codes will be permitted. No combustible materials shall be used. Exhibitors are responsible for keeping their booths clean and orderly. NAME reserves the right to refuse any applicant for exhibit space as well as to curtail exhibits or parts of exhibits that detract from the character of the meeting. In the event of such restriction or eviction, NAME is not liable for any refunds for rentals or other exhibition expenses.

**Security** – Exhibiting companies are strongly encouraged to insure their exhibits, promotional items, and display materials, and other items against theft, fire, etc. at their own expense. No security will be provided by NAME; however, doors will be locked overnight. Locking doors overnight is not to be implied or interpreted as a guarantee against loss, theft, or damage of any kind.

**Non-Contracted Exhibit Space** – Persons, companies or organizations that have not contracted with NAME to occupy space in the Exhibit Hall will not be permitted to display or demonstrate products, processes, or services, solicit orders, or distribute advertising materials in the official meeting spaces, exhibit areas, parking lots or in any space in a NAME contracted hotel.

**Ancillary and Satellite Events** – NAME encourages ancillary meetings and events during the annual meeting provided they are not held while any official NAME scientific sessions or sponsored social events are scheduled. Individuals who wish to schedule an ancillary event (Non-NAME event held during Annual Meeting Show Dates) or a satellite event should contact the NAME Meetings Manager.

## **Rules that Apply to Ancillary & Satellite Events –**

1. All ancillary and satellite events must be approved through the NAME administrative office. Should the purpose for any function be misrepresented to the NAME administrative office, the group sponsoring such function will be penalized by NAME, including being suspended from participation in future NAME events.

2. Ancillary events must not overlap with NAME scientific sessions as outlined in the meeting schedule. (NAME is not responsible for subsequent schedule changes made by the Education/Program Committee and will inform organizers if their requested time must be changed.)

3. NAME does not assist with the planning, promotion, funding, or management of ancillary or satellite events. Organizers will be responsible for all arrangements and costs associated with their events, which may include (but are not limited to) room rental, audio visual, food and beverage, etc.

4. Ancillary and Satellite organizers are not permitted to display signs or brochures in any of the public areas of the hotel. Signs can be displayed outside the meeting room on the day of the event.

**Booth Staffing & Early Move-Out** – Each exhibitor must be present at their booth during the published visiting hours of the Exhibit Hall. These hours will be published in the Scientific Program and provided to you at the beginning of August 2019. You are only required to have personnel at the booth during published visiting hours; however, please note that the exhibit hall will be open throughout the day. Absence of personnel at the booth during published visiting hours will result in the company being penalized a fee no less than \$500 and may result in being prohibited from participating in future NAME events. Exhibitor(s) shall not initiate tear-down or abandon exhibit prior to the official Show closing time on the final Show Day. Violation of this paragraph will cause the Exhibition Company to be subject to a \$500 fine and possible exclusion from exhibiting at future shows. Exhibitor(s) agree that premature teardown distracts from the overall merit of the Show, creates a negative image of the company and the Show, and may possibly put attendees at risk due for rentals or other exhibition expenses.

**Promotional Items & Activities** – Exhibiting companies are permitted to distribute promotional materials (giveaways) and other items at their assigned exhibit booth location only. All items distributed must be useful to the professional activities of the meeting attendees and must be made available to all meeting attendees as long as supplies last.

Exhibiting companies wishing to conduct contests or drawings should contact Exhibit Management by email at [tsnethen@thename.org](mailto:tsnethen@thename.org) or by phone (240) 498-2918 for guidelines and permission.

**Sale of Goods** – The sale of goods or services of any kind in the Exhibit Hall in connection with the Annual Meeting is prohibited. Order taking is permitted.

**Use of NAME Logo** – Use of the NAME Logo is not permitted.

**Payment Terms & Cancellations** – Full payment for booth space must accompany this application and received by July 15, 2019. Exhibitors wishing to cancel space on or before July 15, 2019, will be liable for 50% of the total exhibit space reserved. Cancellations received on or after July 15, 2019, forfeit the entire booth space rental cost. All cancellations must be submitted in writing.

**Installation & Dismantling** – Registration packets may be picked up beginning at 10:00AM on Friday, October 12, and concluding at 5:00PM on Sunday, October 14, at the NAME Registration Desk.

#### **Installation Hours**

Friday, October 18 1:00AM – 5:00PM

#### **Overall Exhibit Hall Hours**

Friday, October 18 5:30PM – 9:00PM

*(Exhibits Open During Opening Reception and Welcome Dinner)*

Saturday, October 19 8:00AM – 4:00PM

Sunday, October 20 8:00AM – 4:00PM

Monday, October 21 8:00AM – 4:00PM

*(Subject to Change Based on Program Schedule)*

#### **Dismantling Hours**

Monday, October 21 4:00PM – 9:00PM

## **EXHIBITOR SERVICES**

**NAME Exhibit Management** – The National Association of Medical Examiners is available to assist with your pre-, during, and post-show exhibit needs. Please contact Tara Snethen, CMP, at [tsnethen@thename.org](mailto:tsnethen@thename.org) or by phone at (240) 498-2918.

**Official Services Contractor / Show Decorator** – Alliance Nationwide Exposition is the official services contractor for the NAME 2019 Annual Meeting. Exhibitor Kits will be available 90 days prior to the meeting. Alliance Nationwide Exposition Services may be contacted by mail at 301 1<sup>st</sup> Street, Berryville, Virginia, 22611, USA, by phone at [\(888\) 528-2011](tel:8885282011) or by email at [ExhibitorAssistance@alliance-exposition.com](mailto:ExhibitorAssistance@alliance-exposition.com).

Please ask for Exhibitor Services. Those using the services other than those provided by Alliance Nationwide Exposition Services must notify Exhibit Management in writing no later than July 15, 2019.

Booth package includes two full meeting registrations allowing your booth staff full access to all scientific sessions and meals in addition to their access to the Exhibit Hall.

#### **Exhibit Hall Hours\***

Friday, October 18 5:30PM - 9:00PM

*(Exhibits Open During Opening Reception and Welcome Dinner)*

Saturday, October 19 8:00AM - 4:00PM

Sunday, October 20 8:00AM - 4:00PM

Monday, October 21 8:00AM - 4:00PM

Exhibit Hall Open: OPTIONAL

*Breakfast will be served in the exhibit hall.*

Saturday, October 19 6:45AM - 4:00PM

Sunday, October 20 6:45AM - 4:00PM

Monday, October 21 6:45AM - 4:00PM

*\*Subject to Change Based on Program Schedule*

## NAME 2019 CORPORATE PARTNER PROGRAM

The NAME Corporate Partner Program is designed to showcase your products and services to forensic science professionals from around the world. By contributing funds for NAME educational initiatives, companies can earn the status of Corporate Partner and receive exceptional visibility and benefits.

### **Corporate Partner Benefits (afforded to all levels of Partnership)\***

#### ***Silver Level Corporate Partner Benefits (\$750)***

- ❖ Company logo and link on the NAME 2019 Annual Meeting “Sponsors” website page
- ❖ Acknowledgement on signage at Annual Meeting
- ❖ Recognition in the NAME Annual Meeting Program (print and online)

#### ***Gold Level Corporate Partner Benefits (\$1,500)***

- ❖ Company logo and link on the NAME 2019 Annual Meeting “Sponsors” website page
- ❖ Acknowledgement on signage at Annual Meeting
- ❖ Recognition in the NAME Annual Meeting Program (print and online)
- ❖ Sponsorship (1) Beverage Break at the Annual Meeting including signage on break stations and tables

#### ***Platinum Level Corporate Partner Benefits (\$3,500)***

- ❖ Company logo and link on the NAME 2019 Annual Meeting “Sponsors” website page
- ❖ Acknowledgement on signage at Annual Meeting
- ❖ Recognition in the NAME Annual Meeting Program (print and online)
- ❖ Acknowledgement as a “NAME Corporate Partner” in the NAME “Sponsors” section in digital, print and web promotions including an HTML promotional message to all NAME members and signage at the annual meeting event with company name/logo
- ❖ Display and distribution of your brochure or bag insert at the NAME Annual Meeting. Your item will be placed on the NAME materials table located next to the NAME Registration Desk and in each meeting bag given to all attendees
- ❖ Sponsorship of (3) Beverage Breaks at the Annual Meeting including signage on break stations and tables

#### ***Diamond Level Corporate Partner Benefits (\$5,000)***

- ❖ Company logo and link on the NAME 2019 Annual Meeting “Sponsors” website page
- ❖ Acknowledgement on signage at Annual Meeting
- ❖ Recognition in the NAME Annual Meeting Program (print and online)
- ❖ Acknowledgement as a “NAME Corporate Partner” in the NAME “Sponsors” section in digital, print and web promotions including an HTML promotional message to all NAME members and signage at the annual meeting event with company name/logo
- ❖ Display and distribution of your brochure or bag insert at the NAME Annual Meeting. Your item will be placed on the NAME materials table located next to the NAME Registration Desk and in each meeting bag given to all attendees
- ❖ Exclusive sponsorship at the Opening Welcome Reception with signage on tables and the bar
- ❖ 90 day banner and rotation (468 pixels wide x 60 pixels high) on the NAME website
- ❖ (1) complimentary full page color ad in Meeting Program

*\*In compliance with ACCME rules, Corporate Partners will be required to submit a Commercial Letter of Agreement stating that they did not influence the scientific content of the meeting. Corporate Partnership does not convey influence on the scientific content of the NAME Annual Meeting.*

**NAME encourages and welcomes your ideas custom corporate partner opportunities! Please contact Tara Snethen, CMP, at [tsnethen@thename.org](mailto:tsnethen@thename.org) or (240) 498-2918 to discuss your ideas.**

**For further assistance please contact: Tara Snethen, CMP, Meetings Manager/Assistant Executive Director,  
at [tsnethen@thename.org](mailto:tsnethen@thename.org) or (240) 498-2918**



## PRE-SHOW PLANNING

### **Reserving Booth Space**

Booth spaces are assigned on a basis of first come, first served and by receipt of a completed Exhibitor Application & Contract with full payment for space.

### **Application/Contract for Exhibit Space**

Included in this packet are the forms for exhibiting, including the Exhibitor Application & Contract for exhibit space. Please read all the information and complete the application accordingly. Exhibit space contracts are not considered valid (and booth space will not be assigned) unless accompanied by full payment.

## MEETING LOCATION

The Sheraton Kansas City Hotel at Crown Center is the site for the 2019 Annual Scientific Meeting of the National Association of Medical Examiners. Set in a thriving downtown, Sheraton Kansas City Hotel at Crown Center is linked to the shops, restaurants and entertainment of Crown Center and to historic Union Station. It's also minutes from Country Club Plaza, Sprint Center, the Kansas City Zoo, and the Convention Center, as well as nightlife in the Power & Light District.



## ACCOMMODATIONS/HOTEL RESERVATIONS

The National Association of Medical Examiners has selected the Sheraton Kansas City Hotel at Crown Center for your stay during the 2019 Annual Meeting in Kansas City, Missouri. The hotel offers wonderful amenities to help you throughout your stay.

For hotel availability during the National Association of Medical Examiners 2019 Annual Meeting, please visit <https://www.thename.org/2019-travel>. By accessing the link on the hotel webpage, you will receive the discounted group rate for your stay during the annual meeting dates.

The group rate is available until September 27, so take advantage of the discounted rate now! While early reservations are recommended to take advantage of discounted rates, please be sure to cancel your reservations by September 27, if you are unable to attend or if you cannot use the reservation. This will make rooms available for other NAME attendees and will help NAME avoid the financial penalties associated with cancellations made after the room block closes.

# NAME Exhibitor Application Form

Company Name			
	<i>To appear in the NAME Annual Meeting Program, website, on exhibitor badges, and on signage.</i>		
Acronym/Short Name, if any:			
Company URL/Webpage:			
Company/Product Description: <i>A 60-word description of products or services. Descriptions exceeding 60 words may be edited by the NAME</i>			
Contact Individual		Email Address:	
	<i>This person will receive all exhibitor/sponsor correspondence</i>		
Role/Position/Title			
Direct Phone			
Street Address			
City		State/ Province	Zip/Postal Code
Country			

<b>EXHIBIT STAFF:</b> If not known at this time, indicate "TBD." Names and emails must be provided no later than August 24, 2018.			
Exhibit Staff #1 Full Name (for badge)		Email:	
Exhibit Staff #2 Full Name (for badge)		Email:	

Exhibitor Booth Sizes/Rates	Due Date July 15, 2019	# of Booths Requested	Total Payment	Booth Preference* 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ 3 <sup>rd</sup> _____
8 x 10 ft (D x W)	<input checked="" type="checkbox"/> \$3,000			List any exhibitor(s) you wish to be near:  List any exhibitor(s) you DO NOT wish to be near:
<b>Payment of Fees</b> Full payment must accompany the Exhibitor Application and Contract Form, or it will not be processed. Payment may be made by check in U.S. dollars drawn on a U.S. bank, or by credit card: <input type="checkbox"/> Check Enclosed <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express				
Credit Card #:	Expiration Date: CVV:	Name on Card (please print):		
Authorized Signature:		Date:		
In accordance with the terms, conditions and regulations governing exhibits of the NAME 2018 Annual Meeting, the undersigned hereby makes application for exhibit space(s) that, when accepted by NAME Exhibit Management, becomes a contract. All rules and regulations as outlined in the NAME Annual Meeting Exhibitor Prospectus, as well as any amendments published by NAME are part of this contract. Failure to abide by such rules and regulations results in forfeiture of all monies paid NAME Exhibit Management under terms of this agreement.				
Signature:		Date:		

**\*Booth Preference:** Booth preferences are given on a basis of first-come, first-served. NAME does not guarantee booth preferences. Refer to floor plan in packet.

**NOTE:** Deadline for payment: July 15, 2019. Contract not valid until receipt of the completed contract and payment. Purchased booths with cancellation received by written notification through July 15, 2019 will receive a 50% refund. No refunds available after July 15, 2019. NAME reserves the right to prioritize applications based on relevance to attendee needs and concerns. Please submit completed Exhibitor Application and Contract with payment to:

Send to: Tara Snethen, Meetings Manager/Assistant Executive Director, CMP, NAME, 603 Windview Way #207, Frederick, MD 21703  
 Tel: (240) 498-2918, [tsnethen@thename.org](mailto:tsnethen@thename.org), Website: [thename.org](http://thename.org)



# Sponsorship Opportunities Form

**Deadline: August 12, 2019**

Activity sponsorship will be individually recognized in the Meeting Program, on the NAME website, and on signage.  
**Sponsorship opportunities sell quickly! Act now to secure your sponsorship today!**

Activities available for sponsorship include:		Full Sponsorship	Partial Sponsorship
<b>Food &amp; Beverage Sponsorships</b>	NAME Welcome Dinner – Fri 10/18	<input type="checkbox"/> \$15,000	<input type="checkbox"/> \$7,500
	International Attendee Reception – Fri 10/18	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Femme Fatale Lunch – Mon 10/20	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Annual NAME Luncheon – Tues 10/22	<input type="checkbox"/> \$15,000	<input type="checkbox"/> \$7,500
	Breakfast – Sat 10/19	<input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$ 2,500
	Breakfast – Sun 10/20	<input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$ 2,500
	Breakfast – Mon 10/21	<input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$ 2,500
	Breakfast – Tues 10/22	<input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$ 2,500
	Morning Coffee Break – Sat 10/19	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Morning Coffee Break – Sun 10/20	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Morning Coffee Break – Mon 10/21	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Morning Coffee Break – Tues 10/22	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Afternoon Coffee Break – Sat 10/19	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Afternoon Coffee Break – Sun 10/20	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Afternoon Coffee Break – Mon 10/21	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
	Afternoon Coffee Break – Tues 10/22	<input type="checkbox"/> \$ 1,000	<input type="checkbox"/> \$ 500
<b>Event</b>	<b>Sponsorship</b>		
<b>Scientific Session/ Award Support</b>	George E. Gantner, Jr., MD Annual Lecturer Award	<input type="checkbox"/> \$ 3,000	
	Scientific Sessions (12) # of Sessions to Sponsor (1-12) _____	<input type="checkbox"/> \$ 2,500 x # of Sessions to Sponsor _____	
<i>The number of scientific sessions may be changed by the Program Committee.</i> There will be 12 Scientific Sessions. For topic/title of each programmed session please contact Tara Snethen at <a href="mailto:tsnethen@thename.org">tsnethen@thename.org</a> . <i>Note: You may choose to support a specific Scientific Session. Support of educational activities requires an unrestricted educational grant and completion of a Commercial Agreement Letter.</i>			
<b>Description</b>		<b>Sponsorship</b>	
<b>Education Grant</b>	Unrestricted Education Grant for NAME Activities	<input type="checkbox"/> \$ _____ (no minimum)	
<b>Mobile App, Bottled Water, Pens, Pads, and other Attendee Services</b>	Meeting Bags	<input type="checkbox"/> \$4,000	
	Meeting Bag Insert	<input type="checkbox"/> \$1,250	
	Lanyards	<input type="checkbox"/> \$1,750 (1 Year, 2018)	<input type="checkbox"/> \$2,500 (2 Years, 2018 & 2019)
	Notepads	<input type="checkbox"/> \$1,500	
	Pens	<input type="checkbox"/> \$1,500	
	Meeting Program Advertisements	<input type="checkbox"/> Covers (Back, Inside Front, Inside Back) – color only - \$2,750 <input type="checkbox"/> Full Page (b/w)- \$1,150 <input type="checkbox"/> Half Page (b/w) - \$550	
<b>Events</b>		<b>Sponsorship</b>	
<b>Special Offsite Events</b>	Cadaver Open Golf Tournament	<input type="checkbox"/> \$3,500	
	Rigor Run and Dead Man's Walk	<input type="checkbox"/> \$3,500	
Company:			
Contact Individual:			
Address:		Telephone:	
		Fax:	
		Email:	
Payment may be made by check in U.S. dollars drawn on a U.S. bank, or MC/VISA/AmEx by completing the following credit card information:			
<input type="checkbox"/> Check <input type="checkbox"/> Enclosed <input type="checkbox"/> MC <input type="checkbox"/> VISA <input type="checkbox"/> AmEx		Credit Card Account #:  Expiration Date:	
Name on Card:		Signature:	Date:

Thank you for sponsoring an activity at the NAME Annual Meeting! Please send the completed Sponsorship Opportunities Form and Payment to Tara Snethen, CMP, [tsnethen@thename.org](mailto:tsnethen@thename.org) by August 12, 2019.

NAME encourages and welcomes your ideas for additional sponsorship opportunities! Please contact Tara Snethen, CMP, at [tsnethen@thename.org](mailto:tsnethen@thename.org) or (240) 498-2918 to discuss your ideas.

Tara Snethen, CMP  
 Meetings Manager/Assistant Executive Director  
 603 Windview Way #207  
 Frederick, MD 21703  
 Email: [tsnethen@thename.org](mailto:tsnethen@thename.org) • Web: [thename.org](http://thename.org)



# Corporate Partner Program Form

**Deadline: August 12, 2019**

**Act TODAY to secure your Corporate Partnership!**

Partner Program		Full Sponsorship
<b>Corporate Partnership Opportunities</b>	Silver Level Corporate Partnership	<input type="checkbox"/> \$750
	Gold Level Corporate Partnership	<input type="checkbox"/> \$ 1,500
	Platinum Level Corporate Partnership	<input type="checkbox"/> \$ 3,500
	Diamond Level Corporate Partnership	<input type="checkbox"/> \$ 5,000
Company:		
Address:		
City: State Zip:		
<input type="checkbox"/> Check Enclosed <input type="checkbox"/> MC <input type="checkbox"/> VISA		
Name on Card:	Date:	Signature:

*Thank you for becoming a Corporate Partner for the 2019 NAME Annual Meeting and Exhibits!*

**Please send the completed Corporate Partner Program Form and Payment to  
Tara Snethen by August 12, 2019**

**Tara Snethen, CMP  
Meetings Manager/Assistant Executive Director  
NAME**

**603 Windview Way #207  
Frederick, MD 21703  
Phone: (240) 498-2918**

**Email: [tsnethen@thename.org](mailto:tsnethen@thename.org) • Web: [thename.org](http://thename.org)**