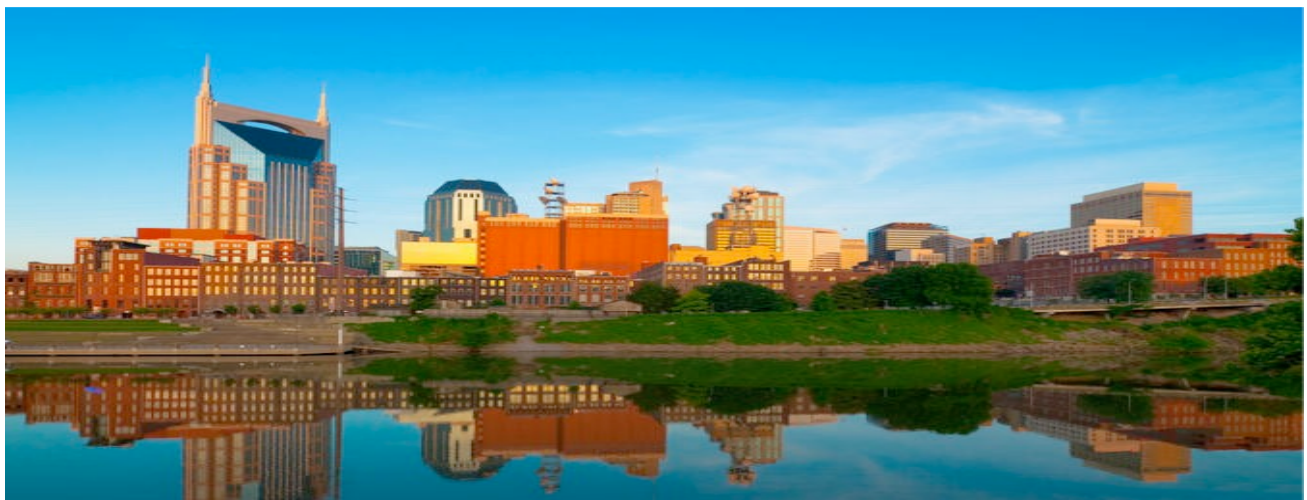


# EXHIBITOR PROSPECTUS

## 2017 Annual Meeting And Scientific Sessions



### **The Tennessee Pain Society Annual Meeting and Scientific Sessions Exhibitor Prospectus**

**Meeting Dates: November 3-5, 2017  
Hilton Downtown Nashville Tennessee  
121 4<sup>th</sup> Avenue South Nashville TN 37201**

**Hotel Website: [www.hilton.com/nashville](http://www.hilton.com/nashville)  
Society Web site: [www.tennesseepain.org](http://www.tennesseepain.org)**

## **The Tennessee Pain Society Annual Meeting and Scientific Sessions November 3-5, 2017 Hilton Nashville Downtown**

### **History**

The Tennessee Pain Society is an association of physicians and healthcare practitioners whose mission is to serve people who suffer from acute and chronic pain by advancing research and treatment and to increase the knowledge and skill of the regional professional community. We are pleased to announce that the Society was launched in 2014 and will host its Third Annual Meeting and Scientific Sessions at the Hilton Nashville Downtown, Nashville, Tennessee November 1-3, 2017. Building on the success of the 2016 Annual Meeting and Scientific Sessions where we welcomed over 160 physicians and practitioners to Nashville, the 2017 program will attract pain management specialists, family practice physicians with a clinical interest in pain management, anesthesiologists, orthopedics, physiatrists, neurologists, surgeons, psychiatrists, psychologists, physician assistants, nurse practitioners, nurses, therapists and healthcare professionals from Tennessee and our neighboring States who wish to network and learn the latest techniques, treatments, and options in acute and chronic pain management. We invite you to become a corporate member, support and exhibit at the Annual Meeting and Scientific Sessions.

### **Attendance**

Projected attendance for the Annual Meeting and Scientific Sessions includes an anticipated 160-plus pain management specialists, family physicians with a clinical interest in pain management, anesthesiologists, orthopedics, physiatrists, neurologists, surgeons, general practitioners, physician assistants, nurse practitioners, nurses, therapists and healthcare professionals from Tennessee and our neighboring States who have an interest and / or pain management practice and specialize in acute and chronic pain management.

## Exhibit Information

### Location: Hilton Hotel Downtown Nashville

#### Hotel Accommodations

The Society has reserved a limited number of sleeping rooms at the deeply discounted rate of \$289 single/double, \$299 Triple and \$309 Quad rate. Once the rooms are booked and or the sleeping block discount expires, the hotel rates increase dramatically in November. Nashville is one of the most popular music destinations and as such, the hotels fill quickly. Please call the Hilton Nashville Hotel directly at 615- 620-1000 (Monday to Friday 8a.m to 5pm) or call 1-800-HILTONS and mention the Tennessee Pain Society group rate to secure your discounted room. The Society's rates expire when the rooms sell out or on Monday, October 3, 2017 – whichever is sooner. Do not delay! Book today!

The Hilton Nashville is located at 121 Fourth Avenue South, Nashville, Tennessee. This location is within walking distance to the exceptionally vibrant downtown district. To encourage optimum interaction, the Exhibit Hall will be located in close proximity to sessions and within the guidelines of ACCME rules. Corporate Members have priority display placement. The exhibit area will serve as the venue for continental breakfasts, all refreshment breaks and the Friday Evening Networking Reception.

#### Exhibit Cost/Payment - THE SOCIETY PREFERS PAYMENT BY COMPANY CHECK

Cost per -Tabletop is \$2,100, which includes:

- One (1) 6' table (2) chairs - YOUR DISPLAY MUST FIT ON A 6-Foot TABLETOP.
- Two (2) Complimentary representative badges – Additional badges may be purchased for \$275.00 each.
- Participation in the Networking Reception on Friday, November 1.
- We assign space based upon receipt of your booking form. Upon receipt, we will send you a confirmation and invoice for 50% deposit of the contracted space. The deposit is due by September 1, 2017. Any remaining balance is due by October 1, 2017.

**Refunds and Cancellations** Cancellations received in writing by September 1, 2017 will be subject to a 25% administrative fee. There will be no refunds for cancellations received after August 1, 2017.

**Space Assignment** Space will be assigned in the order in which booking forms are received. Corporate Members are given priority placement. Applications received after September 1, 2017 will be on a space available basis. Exhibitors wishing to avoid assignment of space adjacent to a particular competitor should indicate this on their application.

\*The Program Committee reserves the right to alter the Floor Plan at any time without prior notice.

**Exhibit Services** On or about October 15, 2017, The Tennessee Pain Society will issue a memorandum to registered exhibiting companies. The memorandum will contain all necessary information and order forms including:

- Drayage and shipping
- Labor regulations and rates
- Furniture, display and decorating rentals
- Electrical and telephone service
- Audiovisual and computer rentals

### **Shipping Information**

Shipments should be made through The Tennessee Pain Society and the Hilton Nashville Downtown. Shipping instructions will be included the exhibitor memorandum.

### **Mailing List**

Each registered exhibitor will receive a pre-registration list approximately 15 days before the meeting, a printed copy at the meeting, and a final registration list within 3 days after the meeting. Use of this list will be restricted to a one time only use and information directly related to the meeting.

### **Badge Policy**

All participants affiliated with exhibits must be registered. Each person will be issued an exhibitor badge and must be employed by the Exhibitor or have a direct business affiliation. Each company is allotted two badges per tabletop purchased. Additional badges are \$250 each. Only 2 company representatives at the exhibit table at any given time. No badge substitutions permitted.

## **Conducting Exhibits**

Exhibitors shall be in accord with the ACCME, PhRMA, ADVAMED, and/or NEMA guidelines governing support of Healthcare Professionals. Electrical or other mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Character of the exhibits is subject to approval of the program committee. The right is reserved to refuse applications because of concerns over not meeting standards required or expected, as well as the right to curtail exhibits or parts of exhibits, which reflect against the character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of person(s), and unreasonable activity.

## **Infringement**

Interviews, demonstrations and the distribution of literature or samples must be made within the area assigned to the exhibitor. Canvassing or distributing of advertising matter outside the exhibitor's own space will not be permitted and subjects the exhibitor to immediate dismissal from the meeting without refund.

## **Security**

A security guard may or may not be furnished to be on duty in the exhibit area when the exhibits are closed. **The safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor at all times.** The Tennessee Pain Society and Hilton Nashville Downtown Hotel are not responsible for theft, loss or damage which may occur and advise each exhibitor to be sure that stands and tabletop displays, equipment and material is insured at full value, that the display is staffed during show hours, and that the display is stored each evening for safe-keeping.

## **Liability**

The Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save The Tennessee Pain Society, its sponsors and endorsers, the Board of Directors, the Program Committee, members, management, as well as Hilton Nashville Downtown Hotel and its officers, employees and agents, harmless against all claims, losses or damages to persons or property, Governmental charges or fines and attorneys fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the

exhibition premises or a part thereof, excluding any such liability caused by the sole negligence, gross negligence or willful misconduct of The Tennessee Pain Society, its Board of Directors, program committee, sponsors, endorsers, management, and Hilton Nashville Downtown Hotel, its employees and agents. Exhibitor acknowledges that The Tennessee Pain Society, its sponsors, members and endorsers, the Program committee, and/or meeting managers and Hilton Nashville Downtown Hotel do not maintain insurance covering the exhibitor's property and thus it is the sole responsibility and obligation of the exhibitor to obtain business interruption a property damage insurance covering such losses by exhibitor.

### **Fire Protection**

All materials used in the exhibit area must be flame-proof and fire-resistant in order to conform to the local fire ordinances and in accordance with regulations established by the local Fire Department. Crepe paper or other paper is not to be used in crating merchandise. Display racks, signs, spotlights and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau. Any exhibit or parts thereof found not to be fireproof may be dismantled. All aisles and exits must be kept clear at all times. Fire stations and fire extinguisher equipment are not to be covered or obstructed.

### **Protection of the Hotel Building**

Exhibitors will be held liable for any damage caused to the hotel property, and no material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts or portions of the building or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the exhibitor. If any controversy arises as to the need or propriety thereof, the Convention Service Manager of the Hotel will be the final judge thereof and his/her decision shall be binding on all parties concerned.

### **Exhibitor Listing**

Please send a 50-word Exhibitor Company/Product profile as a WORD Document with your Booking form. This will be published in the list of exhibitors for onsite distribution. Failure to provide the profile by the deadline will preclude your company from being listed in the Program. Profiles are due by October 1, 2017.

## **Exhibitor Confirmation by Society**

Once an Exhibition Booking Form is received, confirmation of your participation and an invoice will be sent to you by email. Deposits are due by September 1, 2017 with any balance due by October 1, 2017.

## **ACCME Guidelines Related to the Separation of Promotional Activities from ACCME Accredited Educational Activities.**

In compliance with the ACCME *Standards for Commercial Support*, all exhibiting companies must abide by the following:

- Exhibit and other promotional fees shall be separate and distinct from educational grants/commercial support.
- All exhibitors must be in a room or area separate from the education and the exhibits must not interfere, or in any way compete with the learning experience prior to, during, or immediately after the activity.
- All promotional activities including interviews, demonstrations, and the distribution of literature or samples must be made within the exhibitor's space only. Canvassing or distributing promotional materials outside the exhibitor's rented exhibit space is not permitted.
- Company representatives may attend educational sessions at the Tennessee Pain Society's discretion. However, representatives must refrain from holding any commercial discussions in the educational sessions.
- Onsite Monitoring - The separation of promotional materials and activities from the educational arena is strictly enforced throughout the activity by The Tennessee Pain Society's onsite staff.

## **INSERT AND DISPLAY MATERIALS**

Please note that all materials entering the venue may incur a handling charge by the hotel or the Society. This includes materials for inserts and display. In order to receive a price quote for handling and to assure arrival of your materials, please be sure to complete any "Pre-Advise" form included in the shipping instructions when you receive the Exhibitor Memorandum on or about October 15, 2016.

## **SITE INSPECTIONS**

Exhibitors and Supporters are free to visit the Meeting venue at their convenience. Please contact the venue directly to arrange a tour.

### **EXHIBIT DATE AND HOURS**

**Set-Up:** Friday, November 3

12:00 Noon – 2:30 p.m.

### **Show Hours**

**Friday,** 2:30 p.m. – 5:30 p.m.

Networking Reception 5:30 p.m. – 7:00 p.m.

**Saturday,** 7:30 a.m. – 4:00 p.m.

### **Tear Down**

Saturday 4:00 P.M. \*Hours subject to change

## **CORPORATE MEMBERSHIP IN THE SOCIETY**

### **2017 PLATINUM CORPORATE MEMBERSHIP**

**\$25,000**

- Membership Designation included on all print materials, membership roster, and highlighted on website

### **2017 ANNUAL MEETING PARTICIPATION**

- One (1) Tabletop Exhibit Display in designated Corporate Member location Two (2) additional complimentary registrations for a total of four (4) registrations
- One (1) Pre & Post Registration Mailing List
- Platinum Corporate Member introduction at Annual Business Meeting with ten-minute presentation on company staff /team and product(s).
- Exclusive Networking Reception on Friday AND Faculty Reception Host on Saturday, November 4.
- Company-Provided Product Flyer in Annual Meeting Conference Materials



## PLATINUM MEMBERSHIP SOCIETY PARTICIPATION:

- Two (2) representatives appointed to the Industry Advisory Committee with one serving as Chair of the Industry Advisory Committee thereby having a non-voting position on the Board of Directors.
- Website link at [www.tennesseepain.org](http://www.tennesseepain.org)

### **2017 GOLD CORPORATE MEMBERSHIP**

**\$15,000**

## 2017 ANNUAL MEETING PARTICIPATION:

- Membership Designation included on all print materials, membership roster, and highlighted on website
- One (1) Tabletop Exhibit Display in designated Corporate Member location Two (2) additional complimentary registrations for a total of four (4) registrations.
- One (1) Pre & Post Registration Mailing List
- One (1) Gold Corporate Member Showcase Timeslot for an industry 45 minute Presentation (No CME provided). Company provides speaker and talk content. Slots available on Friday **or** Saturday at lunch. The timeslot includes separate presentation room, standard audiovisual, food & beverage.

- Company-Provided Product Flyer in Annual Meeting Conference Materials

## SOCIETY PARTICIPATION:

- One representatives appointed to the Industry Advisory Committee .
- Website link at [www.tennesseepain.org](http://www.tennesseepain.org)

### **2017 SILVER CORPORATE MEMBERSHIP**

**\$10,000**

## 2017 ANNUAL MEETING PARTICIPATION:

- Membership Designation included on all print materials, membership roster, and highlighted on website
- One (1) Tabletop Exhibit Display in designated Corporate Member location Two (2) additional complimentary registrations for a total of four (4) registrations.

- One (1) Pre & Post Registration Mailing List
- One (1) Silver Corporate Member Showcase Timeslot for an industry 30 minute Presentation (No CME provided). Company provides speaker and talk content. Slots available on Saturday OR Sunday at Breakfast. The timeslot includes separate presentation room, standard audiovisual, food & beverage.
- Company-Provided Product Flyer in Annual Meeting Conference Materials

#### SILVER CORPORATE MEMBERSHIP SOCIETY PARTICIPATION:

- One representatives appointed to the Industry Advisory Committee .
- Website link at [www.tennesseepain.org](http://www.tennesseepain.org)

#### **2017 CORPORATE MEMBERSHIP**

**\$5,000**

#### 2017 ANNUAL MEETING PARTICIPATION:

- Membership Designation included on all print materials, membership roster, and highlighted on website
- One (1) Tabletop Exhibit Display in designated Corporate Member location Two (2) additional complimentary registrations for a total of four (4) registrations.
- One (1) Pre & Post Registration Mailing List
- Company-Provided Product Flyer in Annual Meeting Conference Materials

#### SOCIETY PARTICIPATION:

- One representatives appointed to the Industry Advisory Committee .
- Website link at [www.tennesseepain.org](http://www.tennesseepain.org)

## **ANNUAL MEETING ADDITIONAL MARKETING OPPORTUNITIES**

### **CONFERENCE BAGS**

**\$2,500**

Distributed to all attendees. Your company logo along with the Tennessee Pain Society Logo is imprinted on bag. You may include One (1) Company/product flyer in the bag

### **PROMOTIONAL MATERIAL**

**\$ 500**

Distributed to all attendees. Company-provided Product Flyer in the annual Meeting Conference Materials.

### **Lanyards**

**\$500**

Distributed to all attendees. Company-provided lanyards for badges.

### **BADGES – Reverse Side Advertising**

**\$500**

Distributed to all attendees. Company-provided logo and text for reverse side of name badge – Highlight your Tennessee sales team names and telephone numbers!

**Cancellation Policy: Cancellations received in writing by September 1, 2017 will be charged a 25% administrative fee. There will be no refunds for cancellations received after September 1, 2017**

**For more information on Exhibition and Marketing Opportunities please**

**contact:** Lisa Lineback-Director of Support & Exhibition

[llineback.lisa@yahoo.com](mailto:llineback.lisa@yahoo.com) Or by Telephone at (336) 816-2049

APPLICATON FOR MEMBERSHIP, SUPPORT AND EXHIBIT NEXT PAGE

## APPLICATION FOR EXHIBIT SPACE and SUPPORT

The Tennessee Pain Society Annual Meeting and Scientific Sessions November 3-5 2017 \* Hilton Nashville Downtown, Tennessee

**FAX TO: (727) 362-6210 OR EMAIL TO: [llineback.lisa@yahoo.com](mailto:llineback.lisa@yahoo.com)**

Company Name:

Exhibit Coordinator: \_\_\_\_\_ Email: \_\_\_\_\_

Onsite/ Local Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Company Address:

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Number of Tabletop booths (\$2,100 each): \_\_\_\_\_**

*Booth Height is restricted to 8ft. and must fit a 6-foot tabletop.*

**Additional Opportunities: (list here)**

---

Product/Equipment Being Displayed:

Please list the name of any company that you do **not** wish to be located next to or across from and we will do our best to accommodate you. \_\_\_\_\_

Enclosed is \$\_\_\_\_\_ Check #: \_\_\_\_\_ Please make checks payable to The Tennessee Pain Society and mail to The Tennessee Pain Society, Attn: Robin Hoyle, 311 East Morse Blvd. Winter Park FL 32789. The Society EIN: 47-1802998

\_\_\_\_\_ Please pay by Credit Card. The Society will send you an invoice for payment by credit card upon receipt of your booking form. Visa and MC Only.

We agree to abide by the Rules and Regulations established for exhibitors in this Prospectus and understand the cost of each Tabletop booth is \$2,100. A 50% deposit should accompany the application for exhibit space to be allocated a tabletop and must be received no later than September 1, 2017. I understand that I will be sent an invoice for any balance due and that this booking form represents a binding agreement to exhibit.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_