

**Virginia Osteopathic Medical Association**  
**2021 Spring CME Conference**  
**The Great Wolf Lodge, Williamsburg, VA**  
**April 15-18, 2021**

(This conference will also be conducted concurrently as a virtual conference)

**EXHIBITOR/SPONSORSHIP PROSPECTUS, AND AGREEMENT**

**WHERE**

The Great Wolf Lodge is located at 549 East Rochambeau Ave., Williamsburg, Virginia 23188. The phone number is (757) 229-9700. The program will also be available as a virtual conference.

**EXHIBIT SETUP/DISMANTLE**

Exhibit setup is 7:00 AM, Friday, April 16th. We can arrange for you to set up on Thursday afternoon if you let us know in advance. Dismantling will be permitted on Saturday after 3:30 PM or after all specified exhibit hours end. We appreciate your support and understand if you need to dismantle early.

**EXHIBIT HOURS**

The exhibit area will be open on Friday: 7:30am – 3:30 pm, and Saturday: 7:30am -3:30pm. Specific exhibit-only times are allotted in the agenda and are subject to change.

**CONFERENCE TOPICS**

“Primary Care Update” including broad-reaching, state-of-the-art medical updates and OMT review.

**ATTENDANCE**

An estimated 100-125 physicians from Virginia and surrounding areas are expected to attend.

**RESERVING EXHIBIT SPACE**

Complete the attached agreement and return by March 15, 2021 to:

**VOMA**

**1403 Pemberton Rd., Suite 305**

**Richmond, VA 23238**

**Email: [voma@voma-net.org](mailto:voma@voma-net.org)**

For further questions contact **Maria Harris at (804) 269-0136**. Due to the limited exhibit space, it is expected that the available space will fill quickly. Please reserve your space as soon as possible. **YOU MAY EMAIL THE FORM AND SEND THE CHECK AT A LATER DATE.**

**WHAT IS PROVIDED**

A standard, skirted “tabletop” exhibit space is provided at the Lodge. If more space is needed, please contact VOMA. Electrical needs must be indicated in advance and will be charged accordingly. *All companies exhibiting will receive a special thanks and recognition in our conference program.* For the virtual exhibit hall, please refer to the Exhibitor/Sponsorship Agreement.

**HOTEL ROOM RESERVATIONS**

Representatives attending the conference may reserve hotel rooms at The Great Wolf Lodge at the conference rate of \$119 plus taxes (water park passes included). The hotel has waived our resort fees which will be deducted as per our contract. This rate is guaranteed through **3/15/2021** and is on a FIRST-COME basis. To reserve your room, call **(866) 972-9653** and ask for the **Virginia Osteopathic Medical Association** or **VOMA** room rates and **Group Reservation #0421VOMA**.

## **Exhibitor Rules and Regulations**

### *I. Exhibit Purpose*

Exhibits are intended for educational and informational purposes to improve osteopathic education, practice and research. All materials/equipment should not contain any inaccurate or misleading information. VOMA reserves the right to determine if an exhibit meets the objectives and standards of VOMA. Exhibits should complement the meetings and sessions by enabling registrants to see, hear, examine, question and evaluate the latest developments in equipment, supplies and services relevant to osteopathic physicians.

### *II. Eligibility to Exhibit*

Exhibitors must agree to meet the objectives stated above. Exhibitors may sell merchandise or services in the exhibit area. No product, apparatus, instrument, device or drug that is subject of litigation pending before the Food and Drug Administration may be exhibited. In cases of pending compliance or noncompliance with the FDA items can only be exhibited if a disclaimer is posted stating: FDA LISTING PENDING. All products or services exhibited must comply with all state and local regulations and with all FDA regulations for such products and services, except as provided above.

### *III. Assignment of Booth Exhibits*

Contracts and payments in full for booth exhibits are accepted on a first-come, first served basis. To ensure that booth space has been reserved, your application and payment in full should be submitted as soon as possible. Reservations are not assured until application and payment are both received.

### *IV. Insurance*

Each exhibiting company is required to insure itself against property loss or damage and against liability for personal injury.

### *V. Booth Cancellations and Refunds*

VOMA must be notified of cancellations, in writing on company letterhead by March 31, 2021 for a full refund. No refund will be made for cancellations after March 31, 2021.

### *VI. Registration and Badges*

All exhibitors should register their personnel in advance and name badges are encouraged for identification purposes.

### *VII. Installation and Removal of Exhibits*

We value our exhibitors and want to make every effort to make this a great experience for you. Exhibits are on **Friday and Saturday** only. The exhibit area will be available for set up on Friday, April 16th at 7:00 AM. If necessary, you may set up on Thursday afternoon. Please contact Maria Harris at (804) 269-0136 so she can make those arrangements with the hotel. Each booth exhibit should be ready before 9:00 AM on Friday. Exhibits will open from 7:30 AM – 3:30 PM on Friday and from 7:30 AM -- 3:30 PM on Saturday. Dismantling may occur after 3:30 PM on Saturday. Exhibit hours are subject to change. The virtual exhibit hall will also be available for an extra day on Thursday of the conference.

### *VIII. Failure to Occupy Space*

Unless previously arranged, space must be occupied by the exhibiting company by 9:00 AM on Friday, April 16, 2021, or will be forfeited without refund to the exhibitor and the space may be resold or used by VOMA.

### *IX. Exhibitor Activities*

VOMA reserves the right to restrict exhibits that, in VOMA's sole judgment, detract from the overall professional demeanor of the exhibit area. This reservation includes persons, objects, conduct, printed materials or anything of a character that may be objectionable to the exhibit area as a whole. Expulsion of or restrictions placed on an exhibitor may not give rise to a claim for any refund of rentals or other exposition expenses. Smoking in the exhibit hall is strictly prohibited. Exhibitors will be responsible for any damage done to the hotel building by themselves or their employees.

### *X. Subletting of Space*

Exhibitors may not assign, sublet or appropriate the whole or any part of the space allocated without the express written consent of VOMA.

### *XI. Security*

In consideration of the fact that exhibit space will include refreshments and be adjacent (but separate) to lecture space, the exhibit space will not be locked at any time. VOMA shall not be held responsible for the loss or damage to any material for any cause at any time during the conference and encourages the exhibitor to exercise normal precautions to prevent loss or damage.

### *XII. Liability*

The exhibitor/sponsor indemnifies and agrees to hold harmless VOMA, The Great Wolf Lodge, and their owners, officers, directors, employees and agents from and against any actions, losses, costs, damages, claims and expenses (including attorney's fees arising from any damages to property or bodily injury to exhibitors, his agents, representatives, employees by reason of the exhibitor's occupancy or use of the exhibitor facilities). Upon signing the contract, the exhibitor/sponsor expressly releases the foregoing institutions, individuals and committees from any and all claims for loss, damage or injury. This also includes the period of storage prior to and following the meeting.

### *XIII. Cancellation*

Should any situation beyond the control of VOMA arise to prevent the 2021 Spring Conference from occurring as a live-conference, your sponsorship will automatically be converted to the virtual exhibit hall at our virtual conference. That virtual exhibit hall will also be available on Thursday afternoon of the conference if you are interested in participating for that extra day. VOMA will not be held liable for any expenses incurred by the exhibitor/sponsor if the live-event cannot take place.

### *XIV. COVID Agreement*

The Great Wolf Lodge and Virginia Osteopathic Medical Association are following all precautions set forth by the CDC and Commonwealth of Virginia to prevent the transmission of COVID-19. By signing the form below, you agree to follow all of the state and CDC mandated guidelines at the time of the event, and agree to refrain from attending the event if you have symptoms or have had a known exposure within the last 14 days. VOMA will not be held liable for anyone who becomes sick following the attendance at the conference.

## Exhibitor/Sponsorship Agreement

### Virginia Osteopathic Medical Association's 2021 Spring CME Conference April 15-18, 2021

Commercial Supporter (company name / branch) \_\_\_\_\_

Contact Person from Group: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

#### Sponsorship Levels- Choose one or more\*

\_\_\_\_\_ **\$995** - Exhibit space at the live conference as well as representation at the virtual conference  
- 60-second video embedded in the virtual platform and acknowledged in program book

\_\_\_\_\_ **\$1,500** - Exhibit space at the live conference as well as representation at the virtual conference  
- 90- second video embedded on the virtual platform and acknowledged in program book  
- ½ page ad in the program book

\_\_\_\_\_ **\$3,000** - Exhibit space at the live conference as well as representation at the virtual conference  
- 2 minute video embedded on the virtual platform and acknowledged in program book  
- Full page ad in the program book

\_\_\_\_\_ **\$5,000** - Exhibit space at the live conference as well as representation at the virtual conference  
- 3- minute video embedded on the virtual platform and played at the welcome session on Friday and Saturday and acknowledged in program book  
- Full page ad in the program book  
- Added link and recognition on the VOMA web site

\_\_\_\_\_ **Additional sponsorship amount \$**\_\_\_\_\_

**\*ALL EXHIBITORS/SPONSORS WILL RECEIVE A LIST OF CONFERENCE ATTENDEES**

#### VOMA Tax ID # is 54-1067816

Please complete and sign this agreement and mail, with check payable to the Virginia Osteopathic Medical Association (VOMA), 1403 Pemberton Rd., Suite 305, Richmond, VA 23238. Thank you in advance for your support of VOMA.

This agreement, properly executed, constitutes a valid and binding contract. Please read the *Exhibitor Rules and Regulations* provided with this application prior to signing. **Your signature on this form verifies your agreement and compliance with the terms and conditions outlined in the Exhibitor Rules and Regulations.**

#### AGREED

Commercial Company Representative \_\_\_\_\_

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

VOMA Representative \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_