

# EXHIBITOR PROSPECTUS

EXPOSITION DATES: NOVEMBER 1-2



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**FALL CONFERENCE**

**November 1-2, 2019 🌾 Grand Rapids, MI**

# OVERVIEW & SPONSORSHIP OPPORTUNITIES

## Friday, November 1:

### Research Day

- Poster/Platform Presenters
- Awards Celebration
- Educational Programming
- MPT-PAC Social Event
- Exhibit Area Open 10:00am – 3:15pm

## Saturday, November 2:

### Annual Fall Conference

- Committee Meetings
- Educational Programming
- Exhibit Area Open 7:00am – 2:15pm
- MPTA Membership Meeting

Anticipated attendance: 200 – 300 PTs, PTAs, and students from across Michigan, each day.

## Exhibitor Information:

Exhibit Fee for 2 Days. . . . . \$750

Exhibit Fee for 1 Day (Friday or Saturday) . . . . . \$500

## Exhibitor Schedule

### Friday, November 1:

Exhibitor Set-up: 8:30am – 10:00 am

Exhibit Hall Hours: 10:00am – 3:15pm

### Saturday, November 2

Exhibitor Set-up: 6:00am – 7:00am

Exhibit Hall Hours: 7:00am – 2:15pm

## Sponsorship Options

Platinum Sponsor (1) . . . . . \$2000

Gold Sponsor (2). . . . . \$1500

Silver Sponsor (3) . . . . . \$1000

## All Sponsors Receive:

- Exhibit Booth at 2 Day Conference with exhibitor registration for 2
- Free Advance Attendee Mailing
- Prominent Recognition Onsite and in Conference Program
- Sponsor Ribbons on Name Badges
- Logo and hyperlink to company website on the MPTA Conference Website
- Free Post Conference Mailing List
- 25% Discount on MPTA Member Mailing List Rental

## Platinum Sponsor (Limit: 1)

- Exclusive opportunity to offer co-branded conference giveaway item at registration (provided by sponsor)
- Complimentary Conference Registration for 3 attendees – includes Awards Celebration
- Full page add in the conference program

## Gold Sponsor (Limit: 2)

- Exclusive opportunity to sponsor lanyards or tote bags for the conference attendees (provided by sponsor)
- Complimentary Conference Registration for 2 attendees - includes Awards Celebration
- Half Page ad in the Conference Program

## Silver Sponsor (Limit: 3)

- Exclusive opportunity to sponsor breakfast/lunch/fitness activity during conference – prominent signage during event
- Complimentary Conference Registration for 1 attendee - includes Awards dinner
- Quarter Page Ad in the Conference Program

## Additional Opportunity:

### Session Partner - \$200

Exclusive Opportunity to Sponsor a Conference Course – noted in conference program and on handouts page  
Opportunity to provide pens or pads with company logo to attendees of that course



**Register online: [mpta.com](http://mpta.com) or email form to [mpta@mpta.com](mailto:mpta@mpta.com)**

Please type or print clearly. The company name, sales phone/e-mail, and website will be included in the onsite program.

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Company/Organization Name

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Address City State Zip

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Exhibitor Liaison (Primary Contact) E-mail for Liaison Phone for Liaison

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Sales Phone/E-mail (for use in Onsite Program) Website

<b>EXHIBIT BOOTH ONLY:</b> <input type="checkbox"/> Friday—\$500 <input type="checkbox"/> Saturday—\$500 <input type="checkbox"/> Friday and Saturday—\$750	\$
<b>SPONSORSHIP COST:</b> <input type="checkbox"/> Platinum Sponsor (1 available)—\$2,000 <input type="checkbox"/> Gold Sponsor (2 available)—\$1,500 <input type="checkbox"/> Silver Sponsor (3 available)—\$1,000	\$
<b>ADDITIONAL OPPORTUNITY</b> <input type="checkbox"/> Session Partner—\$200	\$
<b>TOTAL AGREEMENT AMOUNT</b>	\$

**Payment**

Check    Credit Card

Check can be mailed to MPTA, 140B Purcellville Gateway Drive, Suite 120 Purcellville, VA 20132

Credit Card payments can be made by calling 517-234-5040

**Location**

Amway Grand Plaza Hotel | 187 Monroe Ave NW, Grand Rapids, MI 49503 | (616) 774-2000

Room Reservations: MPTA has a room block at the hotel – the rate is \$174/night.

[CLICK HERE](#) to book your stay at Grand Traverse Resort or call 1-800-968-7352 and mention the Michigan Physical Therapy Association.

We agree to abide by the MPTA 2019 Rules and Regulations specified by the Michigan Physical Therapy Association in the Exhibitor Prospectus.

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Printed Name Date Signature

Confirmation of receipt will be sent upon receipt of payment. Acceptance of an application to exhibit does not constitute endorsement of your product/service by the Michigan Physical Therapy Association. This application must be received with payment in full.

# CONTRACT, POLICIES, AND GENERAL INFORMATION

## Exhibit Contract, Policies and General Information

The policies stated here constitute a bona fide part of the contract for exhibit space. The Michigan Physical Therapy Association (MPTA) reserves the right to render all interpretations and decisions, should any questions arise, and to establish further regulations as may be deemed necessary to the general success and well-being of the exposition. All matters and questions not covered in these policies are subject to the final judgment and decision of the Association.

## Insurance

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

## Exhibit Payment and Cancellation Refunds

Tabletop exhibit space for the exposition will be 6' high with a 6' draped table. Cost is \$500 for 1 day and \$750 for 2 days per exhibit reserved. Full payment is required with registration. All cancellations must be received in writing or via email by October 18, 2019. A \$50 processing fee will be deducted from the refund amount. **NO REFUNDS WILL BE ALLOWED FOR CANCELLATIONS MADE AFTER OCTOBER 18, 2019.** The Association reserves the right to resell this space to another company. Should any situation beyond the control of the MPTA arise to prevent the opening of the 2019 Fall Conference, MPTA will not be held liable for any expenses incurred by the exhibitor except the rental cost of exhibit space.

## Exhibit Assignments

Applications for exhibit space are accepted on a first come, first served basis. In cases of conflicting requests, priority will be determined on the basis of: (1) the exhibitor's continuity of participation in past MPTA expositions; (2) the sponsor level of the exhibitor (3) the postmarked date on which the application was mailed; and (4) any special needs of the exhibitor. Exhibit assignments will begin August 1. To obtain the best exhibit assignment possible, your application should be submitted as soon as possible. Applications received after the assignment of exhibits begins will be assigned in order of receipt and as space permits. A company that has not settled all previous accounts with the MPTA will not be assigned exhibit space. Maximum number of exhibits that may be rented is 2. MPTA reserves the right to reject any and all applications. MPTA determines the eligibility of any company or product to be exhibited at the exposition either before or after the proper execution of the contract.

**NO RESERVATIONS FOR EXHIBIT SPACE WILL BE ACCEPTED OVER THE PHONE.**

## Shipment of Materials

All shipments must be arranged with the hotel. Upon arrival, the exhibitor is responsible for locating and transporting to the exhibit area any shipments sent to the hotel. An exhibitor packet with hotel information will be provided by MPTA.

### Shipments of material, literature, product, as well as cartons and envelopes should be addressed as follows:

Convention Name (name of company and/or convention)  
c/o Amway Grand Plaza Hotel  
187 Monroe Ave NW  
Grand Rapids, MI 49503

Write recipients name and name of Convention on box itself  
Pre-pay all shipments; we are unable to accept COD shipments  
Number packages (ex: 1 of 3, 2 of 3, 3 of 3)  
Record and bring with you the tracking number of all packages shipped

## Exhibitor/Sponsor Registration

For each exhibit rented, 2 exhibitor badges may be issued. Sponsors will receive sponsor ribbons. Representatives of the exhibiting company should wear their official badges at all times.

## Installation/Removal of Exhibits

Tabletop displays and other exhibit materials shall not be placed in such a manner as to interfere with other exhibits or traffic flow. Maximum height: 6'; maximum length: 6'. Aisles must be kept clear and exhibits arranged so that exhibit personnel are inside the space rented. The exhibit area will be available at 8:30 am, Friday, November 1, 2019, for exhibit preparation. Each table must be ready for the exhibit hall opening at 10:00am. It is mutually agreed that each exhibitor will be responsible for the delivery and removal of equipment and display materials to and from the exhibit area. Exhibitors should contact the hotel regarding questions about equipment delivery and storage.

## Liability

MPTA, Amway Grand Plaza Hotel, and the employees and representatives thereof shall not be held responsible for injury, loss, or damage that may occur to the exhibitor or his or her property from any cause whatsoever. The MPTA, Amway Grand Plaza Hotel, and its employees or representatives shall not be held responsible for any injury, loss, or damage caused by the exhibitor or his or her employees or representatives. The exhibitor agrees to indemnify those listed above against any claims for such loss or damage or injury. Upon signing the contract, the exhibitor expressly releases the foregoing institutions, individuals, and committees from any and all claims for loss, damage, or injury.