

Illinois Chapter

INCORPORATED IN ILLINOIS

American Academy of Pediatrics

DEDICATED TO THE HEALTH OF ALL CHILDREN®



Annual Educational Conference March 6, 2020 Exhibit Prospectus

Executive Committee

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Mariana Glusman, MD, FAAP
Chicago, IL
773/880-3830 (O)

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Springfield IL (O)

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Chicago, IL (O)

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Chicago, IL

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Ann and Robert H. Lurie Children's
Hospital of Chicago
Chicago, IL

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310 S. Peoria
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jpinkwater@illinoisAAP.com

Dear ICAAP Supporter,

On behalf of the 2,000 members of the Illinois Chapter, American Academy of Pediatrics (ICAAP), we invite you to participate in the **ICAAP Annual Educational Conference on March 6, 2020**. We are excited to be celebrating our twelfth year as one of the only conferences developed specifically for pediatricians and pediatric primary care providers in Illinois.

Approximately 150-200 pediatricians and other healthcare providers representing hospitals, universities, community health centers, and private practices throughout Illinois will be on hand to hear from local and national experts in children's health. Your support as an exhibitor is critical, not only in creating opportunities for attendees to learn about the newest pediatric products and services, but in helping ICAAP offer an attractively-priced, professional, high quality event with excellent speakers.

Register before January 15, 2020 and receive \$50 off the basic exhibit fee!

Upgrading to a Premium Exhibitor at the ICAAP Annual Educational Conference will allow you access to ICAAP's full membership list, acknowledgment in ICAAP's biannual newsletter and monthly update, and enhanced recognition during the Annual Conference.

We look forward to seeing you on March 6, 2020!

Sincerely,

Mariana Glusman, MD, FAAP
President, Illinois Chapter, American Academy of Pediatrics

2020 Planning Committee

Committee Chair:

Wayne Franklin, MD, MPH,
MMM, FAAP
Loyola University Medical
Center

Committee:

Rosibell Arcia, MD, FAAP
John H. Stroger Jr. Hospital of
Cook County

Icy Cade-Bell, MD, FAAP
Friend Family Health Center

Laura Finn, RN, MSN, CPNP-
PC/AC
Ann & Robert H. Lurie
Children's Hospital

Sherald Leonard, MD, FAAP
Rush University Medical Center

Mark Minier, MD, FAAP
University of Illinois at Chicago

Kathy Swafford, MD, FAAP
Southern Illinois University
School of Medicine

Beth Volin, MD, FAAP
Retired

PREMIUM EXHIBITOR INFORMATION

ALL PREMIUM EXHIBITORS RECEIVE THE FOLLOWING UPGRADED ENHANCEMENTS:

- Sponsor names and company description appear in the conference program
- Registration to Annual Conference sessions
- Choice of exhibit location
- Recognition on exhibit floor
- Recognition during sponsored event
- Two additional representatives at no charge
- Complimentary internet and electricity

EXHIBITOR INFORMATION

LOCATION: NIU Naperville
Northern Illinois University
1120 E. Diel Road
Naperville, Illinois 60563

EXHIBIT TIMES:

Friday, March 6, 2020

6 – 7:00am	Setup
7 – 8:00am	Registration
9:30 -10:00am	Morning coffee break
11:00 - 11:45pm	Poster session break
12:45-2:15pm	Lunch
2:15-2:30pm	Break

AD SPACE DATES:

Conference Agenda February 1, 2020
Distributed at conference to all attendees, faculty and exhibitors

QUESTIONS? MORE INFORMATION?

Cindy Ogrin
312/733-1026, ext 211 or
cogrin@illinoisAAP.com

GOLD LEVEL (Breakfast): \$4,000

- Complimentary exhibit space for three company representatives
- Access to ICAAP membership mailing list
- Half-page ad in conference agenda
- Half-page advertisement in the *Illinois Pediatrician*, ICAAP's newsletter
- Recognition in Annual Conference e-newsletter
- **Premium enhancements (see box)**

SILVER LEVEL (BREAK): \$3,000

- Complimentary exhibit space for two company representatives
- Quarter-page ad in conference agenda
- Quarter-page advertisement in the *Illinois Pediatrician*, ICAAP's newsletter
- **Premium enhancements (see box)**

BRONZE LEVEL: \$2,000

- Complimentary exhibit space for two company representatives
- Business card size ad in conference agenda
- Quarter-page advertisement in the *Illinois Pediatrician*, ICAAP's newsletter
- **Premium enhancements (see box)**

ADDITIONAL INFORMATION

BASIC EXHIBIT INFORMATION:

All exhibitors receive:

- A six-foot draped table
- One complimentary conference registration for an exhibit representative
- A copy of conference materials
- A list of meeting attendees with mailing addresses
- Contact information listed in conference agenda

BASIC EXHIBIT FEES:

Commercial Companies and For-Profit Organizations

<u>EARLY BIRD SPECIAL</u> (Full fee must be received by January 15, 2020)	\$900
Regular fee (Fees received after January 15, 2020)	\$950

Non-Profit Organizations (501(c) 3 only)

<u>EARLY BIRD SPECIAL</u> (Full fee must be received by January 15, 2020)	\$450
Regular fee (Fees received after January 15, 2020)	\$500

EXHIBITING TERMS

Art Work

Art work, logos and ads must be received by dates indicated. Images and logos should be sent in high resolution pdf or jpg files. Any mailings sent to ICAAP members must first be approved by ICAAP staff.

Contract and Payment

The exhibitor agrees to comply with all rules, guidelines and regulations outlined below. ICAAP must receive full payment of exhibiting funds to reserve space. An exhibitor's application for space, once received by ICAAP, constitutes a contract for the right to use the space, subject to receipt of full payment for space rental. Payments must be made payable to Illinois Chapter, American Academy of Pediatrics or ICAAP. Exhibitor fees must be paid by **February 15, 2020**.

Cancellation/Refund Policy

Cancellations must be received in writing to Illinois Chapter, American Academy of Pediatrics. Because of the many advance preparations in connection with the conference, there will be no refunds for cancellations received after **February 15, 2020**.

Space Assignment

All official exhibit space is located in the exhibit area. Assigned spaces may be transferred or changed by ICAAP in its sole discretion in response to reasonable requests (e.g., to avoid congestion, to prevent confusion in organization names, to solve competitive conditions, or for similar reasons). Space is limited. ICAAP reserves the right in its sole discretion to select and approve all exhibitors.

Exhibitor Registration

All exhibitors must register at the registration desk located inside the exhibit hall where badges and conference materials will be distributed. All representatives are required to wear badges while in the exhibit area. The registration desk will be open at 7am on Friday, March 6, 2020 for attendees. Exhibitors can begin set up at 6am.

Electricity and Internet

There is a \$15 fee for electrical set up in your booth. Please indicate on the registration form if your exhibit needs access to an electrical outlet. Any fees associated with electrical access will be the responsibility of the exhibitor. Access is complimentary for Premium exhibitors. There is no charge for internet.

Badges

Exhibitors will be allowed the number of complimentary badges as indicated in the exhibitor level per exhibit space. Any additional representatives may attend for a \$25 fee.

Staffing

Exhibit spaces must be staffed at all times during the exhibit hours by representatives of the sponsoring company. Those solely staffing their exhibit may take brief breaks.

Shipping and Storage of Materials

Exhibitors will receive additional information related to shipping materials to NIU prior to the conference. ICAAP assumes no responsibility for the shipping or storage of sponsor/exhibitor materials.

Disclosure of Investigation Uses of Products, Devices or Procedure: All exhibitors are required to follow the Food and Drug Administration (FDA) rules and regulations on displayed products. These rules require disclosure of current FDA status by appropriate labeling and pharmaceuticals. Further information may be obtained by the FDA.

REGISTRATION

Company Information				
Company:				
Street Address:				
City:		State:		Zip:
Contact Name:			Phone:	
Email:			Cell phone:	
Local contact:			Phone:	
Email:			Cell phone:	
Name Badge:				
Name Badge:	(Premium exhibitors only)			
Name Badge:	(Premium exhibitors only)			
Name Badge:	(Premium exhibitors only)			

Indicate your exhibit level and co-hosting choice

Premium Exhibitor		
\$4,000	Gold	
\$3,000	Silver	
\$2,000	Bronze	

Exhibitor Information		
\$900	Exhibitor, Profit/Commercial – Early Bird <i>Full fee must be received before January 15, 2020</i>	
\$950	Exhibitor, Profit/Commercial <i>Fees received after January 15, 2020</i>	
\$450	Exhibitor, Non-Profit/Government – Early Bird <i>Full fee must be received before January 15, 2020</i>	
\$500	Exhibitor, Non-Profit/Government <i>Fees received after January 15, 2020</i>	

Additional Information		
Electricity	Does your exhibit need access to an electrical outlet? If yes, please add \$15.00 to your registration fee. <i>Complimentary for Premium Exhibitors. All others are responsible for any fees</i>	Y or N
Internet	No Charge	
Additional Representatives	General exhibitors include one representative. Additional Representatives may attend for \$25.	

AGREEMENT: The undersigned hereby authorizes ICAAP to reserve exhibit space and sponsorships for use by this company during the ICAAP 2020 Annual Educational Conference. The undersigned acknowledges receipt of and agrees to abide by the policies attached to this contract. *Early bird fees must be received by January 15, 2020. All fees must be paid by February 17, 2020.*

Authorized Signature _____

Title: _____

Printed Name: _____

PAYMENT INFORMATION

Please specify a form of payment below and enter the payment amount.

Mail contract with check payable to ICAAP to:

Illinois Chapter, AAP
Attn: Cindy Ogrin
310 S. Peoria Street, Suite 304
Chicago, IL 60607

Check or money order enclosed -- Amount: _____

OR

Credit Card Visa MasterCard Discover American Express

Printed Name on Credit Card _____

Company _____

Billing Address _____

City _____ State _____ Zip _____

Phone Number _____

Card Number _____ Exp. Date _____

Authorized Amount _____ Security Code _____

Email _____