

2021 AAOMS Annual Meeting
Music City Center • Nashville, Tenn.
Sept. 30 – Oct. 2



Meeting Suites

Due to space constraints, the 2021 Annual Meeting will have limited meeting rooms available during the day for exhibitors to use as office space at contracted hotels.

As a result, meeting suites are available for exhibitors that are more cost-effective, and packages have been created to have a “move-in ready” space to make the planning process easier for exhibitors.

Meeting suites can accommodate activities such as:

- Staff meetings
- Business meetings
- Hospitality suite
- VIP demos
- A more-private area off the main show floor for lunches, etc.

Additional information

Custom-built, hard-wall, 20'x20' and 30'x30' meeting suites are available on the show floor for rental by exhibiting companies.

Suites are rented from Wednesday, Sept. 30, through Saturday, Oct. 2, allowing exhibitors four-day access to their meeting suites during show hours. Access during non-show hours will be permitted as long as a schedule is provided to AAOMS exhibits staff for approval prior to the Annual Meeting. All individuals accessing the suites must be badged appropriately.

STAFF-ONLY EVENTS: Staff-only events may be offered at any time during show hours. Staff-only events also will be permitted during non-show hours if a schedule is provided to AAOMS exhibit staff for approval by **Sept. 1, 2021**.

Note: On Wednesday, Sept. 29, staff-only events are the only type of events permitted in the meeting suites.

ATTENDEE-INVITED EVENTS: Exhibitors may utilize the meeting suites during show hours only to accommodate business meetings and VIP demos for attendees in order to create a more-private setting. Exhibition dates and hours:

- Thursday, Sept. 30 – 8 a.m. – 5:15 p.m.
- Friday, Oct. 1 – 8 a.m. – 5:15 p.m.
- Saturday, Oct. 2 – 9 – 11 a.m.

There are a limited number of meeting suites available around the perimeter of the hall. Suites will be assigned in order of receipt of completed application to AAOMS.

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Package options

Package 1 – 20'x20' unfurnished

The rental cost for the show floor suite is \$3,750. Included in the price of the suite rental is:

- Construction of the 20'x20' suite by GES
- 8'-high hard walls with standard panels and locking door
- Carpet
- Sign with company name and logo

Package 2 – 20'x20' furnished

The rental cost for the show floor suite is \$5,750. Included in the price of the suite rental is:

- Construction of the 20'x20' suite by GES
- 8'-high hard walls with standard panels and locking door
- Carpet
- Sign with company name and logo
- One 6' conference table
- One 6' skirted table (for food and beverage)
- Six contemporary side chairs
- One wastebasket
- One 5A electrical power drop

Package 3 – 30'x30' unfurnished

The rental cost for the show floor suite is \$4,750. Included in the price of the suite rental is:

- Construction of the 30'x30' suite by GES
- 8'-high hard walls with standard panels and locking door
- Carpet
- Sign with company name and logo

Package 4 – 30'x30' furnished

The rental cost for the show floor suite is \$7,750. Included in the price of the suite rental is:

- Construction of the 30'x30' suite by GES
- 8'-high hard walls with standard panels and locking door
- Carpet
- Sign with company name and logo
- One 6' conference table
- One 6' skirted table (for food and beverage)
- Six contemporary side chairs
- One wastebasket
- One 5A electrical power drop

Note: Any additions or changes to the package options are the responsibility of the exhibitor in terms of cost and coordination with GES. *Exhibitor regulations apply to all exhibitor show floor suites.*

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Meeting suite application

Application Deadline: Aug. 15, 2021

Exhibiting company _____ **Booth number** _____

Contact person _____ **Title** _____

Phone _____ **Email** _____

Onsite contact _____ **Onsite cellphone** _____

Phone _____ **Email** _____

Package selection(s) _____

Signature _____

I am an authorized representative of the company named with the full power and authority to sign and deliver this application. The company listed on this application agrees to comply with all policies, rules, terms, conditions and regulations set forth by AAOMS. Invoices for the Meeting Suite(s) will be sent upon receipt of application. Balance is due upon receipt of invoice. **The application deadline is Aug. 15, 2021.**

Questions:
exhibitor@aaoms.org

Email completed application to:
Lauren Oppe, CEM
Senior Staff Associate, Exhibits
loppe@aaoms.org

Payments

Payment is due upon receipt of invoice.