



Dec. 5 – 7

Sheraton Grand Chicago | Chicago, Ill.

2019 Corporate Forums

The American Association of Oral and Maxillofacial Surgeons (AAOMS) is pleased to offer your company the opportunity to **meet face-to-face with decision-makers** in your market prior to the start of the Dental Implant Conference. Your company can take advantage of this unique program to showcase its products and services by conducting a seminar or product demonstration.

There are two concurrent **two-hour Corporate Forum** opportunities to be held from **5 to 7 p.m.** on **Thursday, Dec. 5.**

» **Take advantage of this prime opportunity to showcase your company.**

To be considered to host a Dental Implant Conference Corporate Forum, a proposed program outline/summary, session title, speaker name, signed application and full payment must be returned to AAOMS by July 1.

Space is limited to a total of two Corporate Forum sessions. Sessions will be accepted on a first-come, first-served basis and based on topic relevance to oral and maxillofacial surgery.* Hands-on courses will not be accepted. If your program meets AAOMS criteria and is accepted, you will be sent a confirmation letter in mid-September.

The Corporate Forum fee of \$6,000 will be due with the Corporate Forum Contract and Application. Make checks payable to AAOMS. No refunds will be given after notification of acceptance by AAOMS.

AAOMS will give priority points to companies that host a Corporate Forum. **This earns your company double priority points.** The \$6,000 fee paid to AAOMS will earn 12 points (two points for every \$1,000). These points will be added at the beginning of the next calendar year with the other points you earn throughout the year.

AAOMS will provide each Corporate Forum host:

- One mailing list of pre-registered attendees four to six weeks before the Forum, upon receipt of marketing materials for AAOMS approval.
- Presentation signage directly outside the Exhibit Hall featuring all Corporate Forums.
- Presentation signage directly outside your Corporate Forum room stating your company name.
- A listing of the session in the Dental Implant Conference Final Program (content must be submitted by July 1).
- A listing of the session on the AAOMS Dental Implant Conference Registration Forms – this is where attendees can indicate interest in attending your presentation! (Content must be submitted by July 1 to be listed from the opening day of registration.)
- A listing in the Dental Implant Conference Mobile App.

Note: Corporate Forum hosts are responsible for all costs associated with the marketing of their program, room set changes, audio-visual equipment rental, food and beverage, electrical and labor.

Questions? Contact Valerie Wolf, AAOMS exhibition manager, at 847-233-4316 or vwolf@aaoms.org.

2019 Dental Implant Conference

Corporate Forum Regulations, Terms and Conditions

For the purposes of this agreement, "exhibitor" is defined as the exhibiting company participating in a Corporate Forum.

1. The American Association of Oral and Maxillofacial Surgeons (AAOMS) is pleased to host a Corporate Forum at the Sheraton Grand Chicago consisting of two concurrent sessions presented by exhibitors at AAOMS's 2019 Dental Implant Conference. These sessions will be presented on Thursday, Dec. 5, 2019, between the hours of 5 – 7 p.m.
2. Application Process: Exhibitors at the 2019 Dental Implant Conference are invited to apply. Please submit Corporate Forum Application and Contract accompanied by the program outline/summary, session title and presenters' names.
3. Application Deadline/Applying after the Deadline: July 1, 2019, is the deadline for submitting an application. Applications received after this deadline will be considered as space allows, and the events listed in AAOMS web-based publications only.
4. Payment: The fee to participate is \$6,000. Payment must be included with the Corporate Forum Application and Contract. Please make checks payable to AAOMS. No refunds will be given after notification of acceptance by AAOMS. If an application is not accepted, the fee will be returned.
5. Application Review Process: *AAOMS's Exhibitor Relations Committee will review application materials and select the session hosts based on program content and relevance to the specialty. The Committee's decision is final and the participants accepted will be notified by AAOMS's Exhibition Manager.
6. ACCME Guidelines: These sessions are not eligible for CME, CEU or CDE under the ACCME guidelines. They are not part of the Scientific Program of the AAOMS Dental Implant Conference and cannot be represented as such in promotional materials.
7. Hands-on Sessions: Hands-on sessions are prohibited.
8. Space Assignment: AAOMS staff will assign meeting space at the Sheraton Grand Chicago. The Exhibition Manager will send notification of the meeting room number in early September.
9. Room Set-up: AAOMS will provide exhibitors 90 minutes to set up in their assigned room prior to the start of their program. Additional setup time may be granted after the final program schedule has been approved.
10. Additional Expenses: The Corporate Forum host is responsible for all costs associated with the marketing of their program, room set changes, audio-visual equipment rental, food and beverage, electrical and labor.
11. AAOMS Promotion of Corporate Forums: A summary of each session of the Corporate Forum will be included with the promotional materials of the conference. AAOMS also will list the sessions on the Dental Implant Conference website and in the meeting app and the Final Program.
12. Corporate Forum Promotion: Exhibitor Responsibility: Session hosts are responsible for the promotion, invitation and internal registration procedures for their particular sessions. Hosts will submit these materials to the Exhibition Manager for review and approval prior to publication. To assure consideration, they must be submitted no later than Nov. 1, 2019.
13. AAOMS Mailing List / Logo Usage: AAOMS will email the conference attendee list to the session hosts to assist with their promotional activities. This list will be available approximately four to six weeks prior to the meeting. If a session host wishes to use the logo of the 2019 Dental Implant Conference to promote its Corporate Forum, please contact the Exhibition Manager. The AAOMS logo cannot be used by session hosts in promotional materials.
14. Corporate Forum Attendance: AAOMS encourages session hosts to actively market their programs. Session hosts understand and agree that AAOMS is not responsible for and does not guarantee attendance at these educational sessions.
15. Shipment of Equipment: Exhibitors hosting a session must make arrangements to have their booth in the Exhibit Hall set up and ready for the Dental Implant Conference Exhibition opening on Dec. 6, 2019. If equipment will be displayed or demonstrated during the preconference Corporate Forum, AAOMS recommends shipping duplicate equipment through the AAOMS designated service contractor, GES. GES will store equipment designated for the Corporate Forum and deliver it to the Educational Program room on the day of the session. For details and fees, call GES Exposition Services at 800-475-2098.
16. FDA Regulation: According to the U.S. Food and Drug Administration (FDA), any mention of pharmaceutical product names that is accompanied by information on use and indications will be viewed as a product advertisement and must comply with full disclosure requirements. AAOMS is not responsible in any way for scientific content. All sponsoring exhibiting firms need to comply with FDA requirements to avoid being penalized by the FDA.
17. Exhibition Regulations: The Exhibition Regulations set forth in the 2019 Dental Implant Conference Exhibitor Prospectus apply to the AAOMS Corporate Forum and are incorporated in these Terms and Conditions of Participation by this reference. Session hosts agree to abide these regulations and are responsible for assuring compliance by their session personnel and presenters. Any issues that arise that are not specifically addressed by the Exhibition Regulations will be decided by AAOMS exhibition staff; if necessary, in consultation with the session host and AAOMS senior management.
18. Violations: Session hosts understand and agree that a material violation of these Terms and Conditions of Participation by a host or its personnel compromises the integrity of the Corporate Forum. If AAOMS determines in good faith that a material violation has occurred, AAOMS shall have the right in its discretion to correct the violation or to close the program and dismiss the host. If the program is closed for a material violation, there will be no refund of the participation fee.
19. Exhibitor Responsibility: Each session host assumes full responsibility for the session premises and its equipment, merchandise and displays during setup, maintenance, occupancy and removal thereof. Each session host shall be responsible for its own acts, errors and omissions and those of its agents and employees as well as any representations, warranties and agreements made in conducting its Corporate Forum. In addition, each session host shall be responsible for any failure to perform any of these Terms and Conditions of Participation and any failure to comply with applicable laws, rules or regulations of the hotel or any governing authority.
20. Hold Harmless: Each session host agrees to indemnify, hold harmless and defend the American Association of Oral and Maxillofacial Surgeons, GES, any employed security service, the Sheraton Grand Chicago, and their respective trustees, directors, officers, employees, agents and representatives, and each of them (collectively referred to as "Indemnitees") from and against any and all demands, claims, causes of action, injury to persons or damage to property, liabilities, fines, penalties, costs and expenses, including reasonable attorney fees and litigation costs up through and including any appeal, arising solely out of or caused by the session host's negligent or willful acts, errors or omissions or failure of performance in connection with the Corporate Forum as contemplated by these Terms and Conditions of Participation. The terms of this indemnification shall survive the termination or expiration of the Corporate Forum Application and Contract.
21. Insurance: Each session host, at its own expense, will maintain adequate financial reserves or carry adequate liability and other insurance protecting itself against any claims that may arise from any activities conducted by the host during the Corporate Forum. All such insurance shall be with a carrier or carriers authorized to do business in the State of Illinois with a Best's Rating of A-VII or better. The fact that a session host obtains such insurance shall not relieve or release the host from or limit its obligations to protect, indemnify, hold harmless and defend the Indemnitees as required by these Terms and Conditions of Participation. Proof of financial responsibility or insurance will be made available to AAOMS upon request. No coverage shall be modified, canceled, terminated or reduced without 30 days prior written notification to AAOMS.
22. Priority Points: AAOMS will award each Corporate Forum host Double Priority Points.

2019 Dental Implant Conference Corporate Forum Application



APPLICATION DEADLINE: Friday, July 1

Please print or type this application.

Section A: Application Guidelines

- Return completed application with full payment by July 1. Applications received after the deadline will be considered based on space availability and will be listed only on the AAOMS website, Final Program and mobile app.
- Sessions will be assigned based on the program content and its relevance to oral and maxillofacial surgery. Hands-on courses will not be permitted.
- All information should be provided as you would like to see it printed. It will be subject to editing by AAOMS.
- The acceptance of this application shall be at the sole discretion of AAOMS, and upon acceptance, becomes a contract. By completing and signing this application, the undersigned agrees to comply with, and be subject to, the terms and conditions of the Corporate Forum Regulations. AAOMS reserves the right to refuse or deny a program submission.
- No refunds will be given for cancellation of confirmed sessions.

Section B: Corporate Forum Application

Company Name _____

Authorized by _____ **Title** _____

Phone _____ **Email** _____

Content Coordinator _____ **Title** _____

Phone _____ **Email** _____

Onsite Contact Person _____ **Title** _____

Phone _____ **Email** _____

All information should be provided as you would like to see it printed. It will be subject to editing by AAOMS.

Corporate Forum Title

Corporate Forum Speaker(s) Please provide a photo of each speaker so AAOMS may post it to the online schedule.

Speaker 1 (name, degrees, city and state)

Speaker Bio

2019 Dental Implant Conference Corporate Forum Application (continued)

Speaker 2 (name, degrees, city and state)

Speaker Bio

Speaker 3 (name, degrees, city and state)

Speaker Bio

Speaker 4 (name, degrees, city and state)

Speaker Bio

Speaker 5 (name, degrees, city and state)

Speaker Bio

2019 Dental Implant Conference Corporate Forum Application (continued)

Program Description (up to 250 words)

Learning Objectives (up to 5)

1. _____
2. _____
3. _____
4. _____
5. _____

By signing below, the Exhibitor evidences that it has read and accepted the aforesaid regulations, terms and conditions.

Authorized Company Representative Name _____

Authorized Company Representative Signature _____

Noncompliance with this official process will prevent the exhibiting company from hosting a Corporate Forum the following year and also may result in a monetary penalty, loss of exhibitor priority points and cancellation of the event. Penalties will be determined at the discretion of the AAOMS Exhibitor Relations Committee, whose decision(s) in such matters will be final.

Section C: Payment

Please remit a payment in the amount of \$6,000 by check payable to AAOMS, in U.S. currency, drawn on a U.S. account. If you prefer to pay by credit card, please fax this information only through our secure fax line at 847-678-6279 to safeguard your credit card information. You may pay by credit card (American Express, Discover, MasterCard or Visa).

Please check one:

Check/Money Order enclosed Check # _____ American Express Discover MasterCard Visa

Credit Card Number _____ Security Code _____ Expiration Date _____

Name of Cardholder _____

Billing Address _____

Signature _____

2019 Dental Implant Conference Corporate Forum Checklist



- ❑ Submit Corporate Forum Application and Contract, program title, summary, two-hour program outline, speaker name(s) and payment by **July 1** and confirm any products that have FDA approval. If approved, your session summary will be published on the registration form for attendees to indicate interest in attending a Corporate Forum session. After July 1, if space is available, your program will be published on the AAOMS website, in the Conference mobile app and in the Final Program. Your application's acceptance will be delayed if it is not submitted in full.
- ❑ Receive Corporate Forum confirmation letter from AAOMS by **mid-September**. Room assignments also will be sent at that time.
- ❑ Send .eps format of company logo to GES (bchalupa@ges.com) for signage by **Sept. 27**.
- ❑ Request a copy of the 2019 Dental Implant Conference logo for use in promoting your Corporate Forum.
- ❑ Develop marketing information to invite attendees to the Corporate Forum, and send to Valerie Wolf (vwolf@aaoms.org) for review and approval prior to production and mailing.
- ❑ Receive Dental Implant Conference pre-registered attendee file from AAOMS for pre-session marketing and personal invitations four to six weeks prior to the Corporate Forum. (You will not receive the mailing list until marketing materials have been approved.)
- ❑ Send Corporate Forum invitations/announcements requesting attendees to register for your Corporate Forum through your individual session registration responses. Attendees will be issued a reminder ticket in their registration materials for the Corporate Forums if they indicate interest in attending your Corporate Forum via the AAOMS registration process.

AAOMS assists in promoting the Corporate Forum but does not guarantee attendance.

Questions? Please contact Valerie Wolf, AAOMS exhibition manager.

Phone: 847-233-4316 • Fax: 847-678-6279 • Email: vwolf@aaoms.org

You can spend
extra time with prospects
and showcase your
company, even outside
the Exhibit Hall!

