TEXAS SOCIETY OF PSYCHIATRIC PHYSICIANS
401 West 15th Street, Suite #675, Austin, TX 78701
60th Annual Convention
SOCIAL SPONSORSHIP AND EXHIBIT DISPLAY REQUEST
November 11-13, 2016 * Dallas, TX

Name of Firm_____

Street Address of Firm_____

City, State, Zip_____

Telephone Number_____ **E-Mail Address**_____

Name of Authorized Personnel_____**Title**_____

I have reviewed the Texas Society of Psychiatric Physicians' exhibit policies and hereby agree to the terms and requirements as outlined:

_____
Signature of Authorized Personnel

Choose a Social Sponsorship / Exhibit level
(see exhibit levels and benefits on next page)

(Note: In accordance with ACCME Guidelines, Social Sponsorship and Exhibit Display fees are completely separate from CME Accredited Activity)

- ☐ **Diamond Level** **$7,000**
- ☐ **Platinum Level** **$5,000**
- ☐ **Gold Level** **$3,000**
- ☐ **Exhibit Only** **$2,000**

TSPP Tax ID: 74-1775166

Representative(s) to Attend Meeting (Information will be used to print name badges.)
If additional space is needed, attach names to this application)

Name of Representative	*Mailing Address of Representative*	*City, State, Zip*	*Phone #*	*E-Mail*	*Fax #*

What general product line will your exhibit promote? _____

Who are your direct competitors (for use in booth placement assignments)?_____
_____

List two meetings at which your firm has exhibited in the past year:
1)_____ **2)** _____

Yes, my organization is interested in donating a Door Prize for the drawings to occur in the Exhibit Hall. My donation is:_____

Diamond Level	**$7,000**
Platinum Level	**$5,000**
Gold Level	**$3,000**
Exhibit Only	**$2,000**

Exhibitors have Social Sponsorship Opportunities for Non-CME TSPP activities, including the Friday Evening Welcome Reception, Friday or Saturday Lunch, Saturday or Sunday Continental Breakfast, Saturday or Sunday Refreshment Break and Saturday Evening Awards Banquet Dinner.

Organizations that purchase a Reserved Table of 10 for the Saturday Evening Awards Banquet and Gala will receive additional recognition via special mention in the Advance Program.

If you are interested in underwriting a particular event, please √ check the appropriate box below:

Friday, November 20

_____ TSPP Committee Member Hospitality Room ($3,000)
_____ Member Luncheon Program ($7,000 with AV, $5,000 without AV)
_____ Welcome Reception ($7,000)

Saturday, November 21

_____ Continental Breakfast ($5,000)
_____ AM Refreshment Break ($3,000)
_____ Membership Business Luncheon ($5000)
____ PM Refreshment Break ($3,000)
____ Awards Banquet Reception ($5,000)
____ Awards Banquet & Gala ($7,000)
____ **Reserved Table of 10 at Awards Banquet & Gala ($400)**

Sunday, November 22

_____ Continental Breakfast ($5,000)
_____ AM Refreshment Break ($3,000)

As a Social Sponsor, by underwriting an event at the Gold, Platinum or Diamond level your company receives one complimentary exhibit booth space and has the additional advantages of:

* **Acknowledgment at Annual Membership Luncheon** *(Gold, Platinum and Diamond Levels)*

* **Special Acknowledgment in *Texas Psychiatrist Newsletter*** *(Gold, Platinum and Diamond Levels)*

* **Complimentary admittance for one representative to Saturday Business Luncheon and Awards Banquet, if requested in advance.** *(Gold)*

* **Complimentary admittance for two representatives to Saturday Business Luncheon and Awards Banquet, if requested in advance.** *(Platinum)*

* **Complimentary admittance for three representative to Saturday Business Luncheon and Awards Banquet, if requested in advance.** *(Diamond)*

* **Recognition in all on-site materials** *(Exhibit & All Levels)*

* **Special recognition on event signage** *(Gold, Platinum & Diamond Levels)*

* **Course Syllabus** *(Exhibit & All Levels)*

PAYMENT (Credit Card or Check)

Amount of Payment $_____ ☐ Visa ☐ MasterCard ☐ American Express

Credit Card #:_____

Expiration Date:_____

3 Digit Security Code on Right of Signature Panel_____

Name of Cardholder:_____

Signature:_____

Zip Code Where Credit Card Statement is Received:_____

TEXAS SOCIETY OF PSYCHIATRIC PHYSICIANS
Exhibitor Policies

Exhibits

Exhibit display space is $2,000.00. **For Gold, Platinum and Diamond Sponsors exhibit display space is complimentary.** This will guarantee the following:

1. One 8x8 exhibit booth space, table 2 chairs, back drape, side drapes, booth ID sign.
2. Listing as an "exhibitor" in on-site program brochure.
3. List of Attending Physicians provided after the conference, if requested.
4. Complimentary admittance for 2 representatives to social functions (for Platinum, Gold and Diamond Exhibit Levels), if requested / registered in advance.
5. Course syllabus.

Door Prize Drawings

TSPP will provide all convention registrants with a Door Prize Entry Form for their use while visiting the exhibit booths. Exhibitors will be provided with self-adhesive labels to apply to the registrants' entry form. Upon completion of the entry form, registrants will turn the entry into the TSPP registration desk to become eligible for door prize drawings to be held in the Exhibit Hall during the refreshment breaks. **If your organization is interested in donating a door prize for the drawing please indicate the item for donation and it will be included in the prize drawing list to be provided to the registrants.**

Dates/Hours of Exhibits

Exhibits will be open from 6:30pm-8:30pm on Friday and 7:30am-5:00 pm on Saturday. The program schedule will specify when exhibits will be open and statements will be made throughout the program brochure encouraging members to visit the exhibits. The exhibit area will be available for set-up on Friday afternoon, from 12:00pm-5:00pm, and each exhibitor is responsible for promptly removing all materials from the exhibit area after 5:00 pm on Saturday.

Size and Types of Exhibits

Exhibit space will be limited to 8'x8' space. Exhibitors must conform to this space requirement, and should plan displays with this configuration in mind. Exhibitors shall be limited to those whose products or services are related to physicians' medical, professional or practice interests. The TSPP reserves the right to screen applications for space and to accept only those which conform to these criteria. Unethical conduct or infraction of TSPP policy will subject the exhibitor or his/her representatives to dismissal from the meeting. Should this occur, no refund of the exhibit fee will be made.

Disclosure of Investigational Uses of Products, Devices or Procedures

All exhibitors will be required to follow the Food and Drug Administration (FDA) imposed rules and regulations on displayed products. These rules require disclosure of current FDA status by appropriate labeling of all displayed products, such as medical devices and pharmaceuticals. Further information on these rules and regulations may be obtained from the FDA.

Responsibilities

* Telephone service, electrical service, decorating services, and security guard services are NOT provided nor arranged for by the TSPP.
* The exhibitor agrees to indemnify and hold harmless the TSPP from and against any and all damages arising from the use by the exhibitor of its exhibit space or its activities therewith. The TSPP, nor the facility, assumes the responsibility for damage to, loss, or theft of property of the exhibitors, or the exhibitors' agents, employees, or invitees.
* Use of a booth space by two or more organizations is not permitted.
* In the event of failure or inability of the TSPP to provide the space designated, the TSPP agrees to refund in full to the exhibitor the exhibit fee paid.

Confirmation

Upon receipt of your Social Sponsorship / Exhibit Display Request form and payment, TSPP will send confirmation detailing shipping and other information. TSPP's designated convention decorator will assist with any shipping needs and additional exhibit booth requirements.

Cancellation

Deadline for cancellation of exhibit space is August 1. There will be no refunds for cancellations after this date.

TO CONFIRM AND RESERVE YOUR SPACE COMPLETE AND RETURN TO:

DEBBIE SUNDBERG
TEXAS SOCIETY OF PSYCHIATRIC PHYSICIANS
401 WEST 15TH STREET, SUITE #675
AUSTIN, TX 78701
QUESTIONS: (512) 478-0605 OR EMAIL TSPPOFC@AOL.COM