



EXHIBITOR PROSPECTUS

70th Annual Meeting & Scientific Assembly | March 22-23, 2018
Embassy Suites La Vista Hotel & Conference Center
12520 Westport Parkway, La Vista, NE 68128

Schedule:

Subject to Change Depending on Speaker Presentations & Timing

Thursday, March 22, 2018

8:15 – 10:30 am	Scientific Session
9:00 am	Exhibit Hall Opens
	Silent Auction Opens
10:30 – 11:00 am	BREAK
11:00 – 12:00 pm	Scientific Session
12:00 – 1:00 pm	Sit down Lunch with Physicians
	BREAK
1:00 – 3:00 pm	Scientific Session
3:00 – 3:30 pm	BREAK
3:30 – 5:30 pm	Scientific Session
6:00 pm	Exhibit Hall Closes
	Silent Auction Closes

Friday, March 23, 2018

8:00 – 10:00 am	Scientific Session
9:00 am	Exhibit Hall Opens
	Silent Auction Opens
10:00 – 10:45 am	BREAK
10:45 am	Silent Auction Closes
10:45 – 11:45 am	Scientific Session
11:45 – 12:45 pm	Sit down Lunch with Physicians
1:00 pm	Exhibit Hall Closes
2:30 pm	Booths Taken Down

Traffic Generating Features:

Enhanced Program Listing - \$250: Highlight your organization's name and booth number in the official program and meeting app with **larger and bolded font**.

Grand Prize Game Card: Meeting attendees will collect signatures at each exhibit booth to be eligible for a Grand Prize! Sponsor the Grand Prize for \$500.

Exhibit Hall Breaks: Scheduled breaks for Physicians in the exhibit hall include two breaks on Thursday and an extended morning break on Friday.

Sit-Down Physician Luncheons: Representatives from each exhibiting organization are invited to a sit-down luncheon with the Physicians on both Thursday and Friday. You **MUST** reserve seats on your exhibitor application!

Basic Booth Information

Your ALL-INCLUSIVE 8'x10' booth comes complete with draping, one 6' skirted table, two chairs, one electrical outlet, WiFi, an identification sign, official name badges, and two meal tickets for lunch on Thursday and Friday. Booth assignments are made on a first come, first served basis.

Booth Price:

Thursday & Friday
8' x 10' – \$1,250

Set Up:

Wednesday, March 21
4:00 pm – 6:00 pm

or

Thursday, March 22
8:00 am – 9:00 am

Exhibit Hours:

Thursday, March 22
9:00 am – 6:00 pm

and

Friday, March 23
9:00 am – 1:00 pm

Tear Down:

Friday, March 23
1:00 pm – 2:30 pm

Opportunities to Support Conference Activities

There are many opportunities available for your organization to gain visibility and recognition with our attendees by supporting individual conference activities. Your company's support will be recognized in our meeting program, at the event through signage, and in our quarterly publication *Cornhusker Family Physician*. **More information about support opportunities can be found on page 3 of the exhibitor packet.**

Facilities & Hotel Information

The Exhibit Hall is located in the Windsor Ballroom in the La Vista Conference Center, conveniently attached to the Embassy Suites La Vista Hotel, 12520 Westport Parkway, La Vista, NE 68128, (402) 331-7400. Make your hotel reservations before March 6, 2017 and mention the Nebraska Academy of Family Physicians for the group rate of \$144++.

Shipping Instructions

Shipments may be received by the hotel **only three days prior** to the event. Please address all shipments as follows: Nebraska Academy of Family Physicians, Attn: Company Name/Contact & Cell Phone Number, Embassy Suites La Vista, 12520 Westport Parkway, La Vista, NE 68128.

Cancellation Policy

All cancellations must be made in writing to the NAFF. If an exhibitor cancels before January 25, a \$100 administrative fee will be retained by or owed to the NAFF. If an exhibitor cancels after January 25 but before March 3, the exhibitor will forfeit or owe 50% of the total cost of the space assigned. No refunds will be made for cancellations made after March 3 or for no-shows.

Complete your exhibitor application at www.nebrafp.org. Questions? Call 402-505-9198, or email jen@nebrafp.org