

## 57 Madison Road

Waltham, MA 02453

Tel: 781 647-5556, email: info@maot.org

CONFERENCE 2019

March 2019

Dear Exhibitor:

On Friday, October 25, 2019, The Massachusetts Association for Occupational Therapy (MAOT) is hosting its Annual MAOT Conference*.* The conference is being held at the Four Points Sheraton Norwood, 1125 Boston Providence Turnpike, Norwood, Massachusetts 02062. We anticipate over 350 Occupational Therapy Practitioners and students from Massachusetts and surrounding states will attend this one-day conference.

MAOT is offering three options for your company to reach conference attendees:

-Exhibit Hall Display;

-Literature Table; and

-Conference Sponsorship.

Below you will find an information sheet outlining these options in detail.

Discounted Exhibit Hall and Literature Table fees are available if your registration is received before August 1, 2019*.* Early registration also assures your company will be listed in the Conference Program and on MAOT’s Web Site.

MAOT Conference Sponsorship opportunities provide an effective way to market to healthcare professionals who have an interest in your company’s product or service.

If you have questions, please contact Donna Caira, MAOT Administrative Assistant, at 781-647-5556.

Sincerely,

**Karen Jacobs Jean MacLachlan**

## Karen Jacobs, OT, EdD, OTR, CPE, FAOTA Jean MacLachlan, OT, PhD, MSOT, OTR,

## MAOT Conference Co-Chair MAOT Conference Co-Chair



CONFERENCE 2019 EXHIBIT HALL

EXHIBITOR FEE INCLUDES:

* 8 x 3 table with white tablecloth and draping (please indicate on registration if you do not wish to have a table set up for you)
* 2 chairs
* One free conference registration plus one complimentary lunch (additional lunches can be purchased for $45.00).
* Access to attendees’ email addresses (subject to individual disclosure at registration).
* Early registration assures listing in Conference Program and listing on MAOT’s Web Page.

AMENITIES AVAILABLE:

* Access to electricity for additional fee
* Telephone availability for additional fee
* Special overnight rates at the Four Points Sheraton Norwood – 781-769-7900.
* Internet Access for additional fee

IMPORTANT INFORMATION:

* Unopposed exhibit time
* Exhibit Hall is open for exhibit setup at 6:00 am the day of the conference
* We request that exhibits remain open until after the last session which begins at 3:30 pm
* A Conference Program will be sent to all exhibitors who register

CANCELLATIONS:

* There is a 20% handling fee for all exhibit cancellations up to two weeks prior to the event.
* Cancellation in the two weeks prior to the event fees will be nonrefundable.

### LITERATURE TABLE

TABLE FEE INCLUDES:

* 200 pieces of your company’s literature displayed on a prominent table for conference participants to take
* Your company’s literature restocked throughout conference
* Early registration assures listing in Conference Program and listing on our Web Page.

### ADVERTISE IN MAOT’S 2019 PROGRAM

* ¼ page advertisement - $100.00
* ½ page advertisement - $175.00
* Full page advertisement - $250.00



**CONFERENCE SPONSOR OPPORTUNITIES 2019**

BENEFITS OF SPONSORSHIP:

* Effective way to market to healthcare professionals who are interested in your company’s product/service
* Target specific conference event
* A Sponsor will be recognized in the Conference Program
* Sponsors’ name will be prominently displayed throughout, the day of the conference

SPONSORSHIP OPPORTUNITIES:

* Sponsorship: Memory Sticks advertising your business – advertise on a memory stick which will be given to all attendees on conference day. For your sponsorship you will also be granted a full page of advertising space in our brochure and your logo on our postcards which are delivered to more than 3,000 OT practitioners. An advertisement will appear on each table at the conference announcing the sponsorship.

$3500.00

* Gold Sponsorship: Conference breakfast – Your Company will receive advertising

space in our brochure and a poster announcing your sponsorship will be placed at the breakfast buffet.

$2000.00

* Silver Sponsorship Conference keynote speaker - Your Company will receive

advertising space in our brochure and a poster announcing your sponsorship will be placed at the podium of the keynote speaker.

$1000.00

* Bronze Sponsorship Conference afternoon break - Your Company will receive

advertising space in our brochure and a poster announcing your sponsorship will be placed at the breakfast buffet.

$500.00

## If these sponsorships do not meet your company’s need, please contact Donna Caira, MAOT Administrative Assistant, at 781-647-5556, to discuss customizing a sponsorship tailored to your need.



Exhibitor Registration 2019

Please type or print clearly on this form. All information should be stated as you would like it to appear in the Conference Program Guide and on nametags.

Organization Name:

Street:

City: State: Zip:

Telephone: Fax:

E-Mail:

Contact Person:

Contact Telephone:

|  |  |  |  |
| --- | --- | --- | --- |
| **OPTIONS** |  | **BEFORE 8/1/2019999** | **AFTER 8/1/2019** |
| Exhibit Space |  | $575.00 | $675.00 |
| Non Profit Space |  | $450.00 | $525.00 |
| Literature Table |  | $200.00 | $225.00 |
| Electricity |  |  | $25.00 |
| 2nd Exhibitor Lunch |  |  | $45.00 |
| TOTAL: |  |  |  |
| Credit Card – MC/VISA # |  |  | Exp. |

*Advertise on our web page by putting your URL link and a logo. Additional $50.00 charge!*

*Add a mention on our Facebook Page. Additional $50.00 charge!*

### Please check here if a table is NOT required within your vendor space. ⃝

* **Please check here if you would like to add a lunch for a second exhibitor: ⃝**

**Name:**

Exhibit Staff Information:

Name Exhibit Staff 1: Title:

# Mail Exhibitor form to: MAOT, 57 Madison Road, Waltham, MA 02453 or

***email attachment to*** ***info@maot.org***