



Request for Exhibit Hall Display

Date: January 30, 2019

RE: Request for Exhibit Hall Display

We would like to invite you to participate as an exhibitor in the following educational program:

Program: Missouri Academy of Physician Assistants Annual Primary Care Update

Dates: Thursday, July 11, 2019 - Saturday, July 13, 2019

Location: Hilton Branson Convention Center
200 East Main Street
Branson, MO 65616
Phone: 1-417-336-5400
Fax: 1-417-336-5413

Agenda: **As we are in the initial stages of planning the conference, the final agenda is unavailable at this time. The schedule will be updated periodically on our website: moapa.org. One can be emailed upon request.**

Thursday, July 11, 2019

Time TBD - Early registration and set up in the exhibit hall. Please check in with the Exhibit Coordinator at the registration table in Fall Creek. If Coordinator not present, please contact by cell at 417-844-3539.

Friday, July 12, 2019

7:00 AM - Registration in Fall Creek and set up in the Exhibit Hall begins.

10:25 - 11:45 AM - Exclusive Exhibit Hall break.

2:55 - 3:55 PM - Exclusive Exhibit Hall break.

9:30 AM - 4:00 PM - Exhibit hall will be open to attendees should they want to come by for additional information during lectures. It will be up to each individual exhibitor if they wish to be present outside of the designated exhibit hall times listed above.

Speakers and topics:

There will be 24 different lectures on various topics in medicine.

NOTE: The MOAPA CME Committee reserves the right to substitute speakers and/or topics in case of an emergency or cancellation.

Target Audience:

Physician Assistants and all other healthcare providers of interest.

Attendance:

Attendance was 127 for the conference held in 2018, and this was a record attendance. Numbers are projected to increase again for the 2019 conference. Attendees were from local, regional, and national areas.

Exhibit Support Levels:

Please see the attached sheet entitled "Contribution Levels and Exhibit Opportunities-2019" listing what benefits are offered at each level of support.

**Grand Benefactor	\$8,500
**Platinum Contributor	\$5,500
**Gold Contributor	\$4,000
**Silver Contributor	\$3,000
**Bronze Contributor	\$2,000
***Friend Contribution	\$1,000
Exhibit Only	\$750

**If support level is Bronze Contributor or higher, please email a high quality digital copy of your company logo to:

melaniechisam@hotmail.com

***If support level is Friend Contribution or higher, please submit a high quality print ad of designated size to the above email. Specs for print ads available on request.

When mailing checks for the exhibit space, please make payable to: Missouri Academy of Physician Assistants, and mail to the address below, to ATTN: Melanie Chisam, PA-C. Feel free to contact me directly by phone or email if wishing to pay by credit card or if you have any questions regarding payment. You may also register and pay with a credit card online at moapa.org. All contact information can be found at the end of this request, or on the attached cover letter.

Exhibit Space Includes:

- 1 exhibit table with tablecloth and table skirting (table size will depend on the total number of exhibitors present).
- Chairs/space for two representatives
- Wastebasket for trash at your booth
- NOTE: Due to regulation changes, lunch can no longer be provided to exhibitors.

If you require electricity, outlets are available, however, this will incur an additional cost through Liberty Expo, the on-site event company. Exhibitors need to provide their own power strips, extension cords, and adapters, or these will incur an additional cost. PLEASE let me know if you will require electricity as I will need to plan the tables/booth spaces accordingly. Once registered and prior to the conference, you will receive an email from Pam Hanlon, the on-site coordinator for Liberty Expo. Included in Pam's email will be the services they offer, as well as the cost of these services.

Rooms and Rates:

If you require hotel accommodations, The Hilton has extended a special room rate for the conference. Please call the hotel directly at 866-442-0959 for reservations, or you may reserve your room online by clicking [here](#). Reservations and all accompanying charges are the sole responsibility of the guest and are not included in the exhibit fee.

Group Name: Missouri Academy of Physicians Assistants
Group Code: MAPA19

If your company has a formalized exhibit and/or grant process, please contact me via email or at the number below.

I would like to thank each and every one of you for considering exhibiting at our conference. The CME committee truly appreciates the information that you bring to our attendees each year. If you have any questions, please feel free to contact me by any of the below methods. I hope to greet each of you in person in July!

Sincerely,

Melanie Chisam, PA-C – Exhibit Coordinator
Wheeler Heart and Vascular Center
3800 South National, Suite 510
Springfield, MO 65807
Phone: 417-844-3539 – text or call
Fax: 417-875-3922 – ATTN: Melanie
Email: melaniechisam@hotmail.com

Funding of this program is not in any way conditioned upon any past, present or future business relationship with the Missouri Academy of Physician Assistants, The American Academy of Physician Assistants, or its affiliates. The Missouri Academy of Physician Assistants will remain in control of the content of this educational activity.