



exhibitor & sponsor

PROSPECTUS 2024

American Academy of Veterinary Acupuncture 19th Annual Meeting

HYATT AT OLIVE 8 SEATTLE, WASHINGTON



general information

HOTEL

The Hyatt at Olive 8, in Seattle, Washington will be the site for the annual meeting for the American Academy of Veterinary Acupuncture. The Hyatt at Olive 8 is a boutique hotel in downtown Seattle and is committed to the well-being of their guests and the environment. The hotel is within walking distance to Pike Place Market where you can check out the fresh produce and local goods. Hop on the monorail to experience the Space Needle, Seattle Center, or attend a live event at the nearby Climate Pledge Arena. Seattle will definitely be an unforgettable experience!

The group rate is \$219 for single or double occupancy (plus tax). To make reservations at the special AAVA rate, using group code G-VETR contact the hotel by calling 888-421-1442. To ensure the group rate and space availability, make your reservations no later than Wednesday, March 27, 2024. The room block will close once the room block has been met or has reached the deadline, whichever occurs first.

EXHIBITOR BOOTH SPECIFICATIONS

The exhibitor booth space will be setup as table top only with no pipe and drape. Each booth space will be 10 ft wide by 8 foot deep. We will not be using an outside exhibitor service. The identification sign provided will be temporary only.

ELECTRICAL / WIFI / SHIPPING

After submitting your contract and fee to AAVA, information about ordering electrical, wifi, shipping, etc. will be sent via email. Please note that the exhibit hall is carpeted.



EXHIBITOR BENEFITS

Single Tabletop Exhibit Space - \$925

- One draped 6' table
- One chair
- Temporary identification sign
- Badge for one exhibit staff
- Carpeted exhibit hall
- Printout of registrants available upon request (to be emailed three weeks after meeting) We will provide email address of attendees that provided pre-approval
- Complimentary digital copy of conference proceedings

Double Tabletop Exhibit Space - \$1,650

- Two draped 6' tables
- Two chairs
- Temporary identification sign
- Badges for two exhibit staff
- Carpeted exhibit hall
- Printout of registrants available upon request (to be emailed three weeks after meeting) We will provide email address of attendees that provided pre-approval
- Two complimentary digital copies of conference proceedings

PROGRAM OUTLINE

THURSDAY APRIL 18, 2024

EXHIBITOR MOVE-IN
4:00pm - 10:00pm

FRIDAY APRIL 19, 2024

EXHIBIT HALL OPEN
7:00am - 5:30pm
EDUCATIONAL SESSIONS
8:00am - 5:10pm
WELCOME RECEPTION
6:00pm - 7:00pm

SATURDAY APRIL 20, 2024

EXHIBIT HALL OPEN
7:00am - 5:30pm
EDUCATIONAL SESSIONS
8:00am - 4:50pm

SUNDAY APRIL 21, 2024

EXHIBIT HALL OPEN
8:00am - 12:00pm
EDUCATIONAL SESSIONS
8:00am - 2:50pm

PROGRAM SUBJECT TO CHANGE

exhibitor contract

Company Name: _____
(as it should appear on conference signage and materials)

Mailing Address: _____

City/State/Zip: _____ Province/Postal Code: _____

Authorized by: _____

Phone/Fax: _____ E-mail: _____

Products/Services to be exhibited: _____

☐ Yes, we'd love to give _____ as a door prize!

☐ Yes, we'd love to give a _____ for our BOOTH DRAWING!

One complimentary badge is provided with a single booth; two badges will be provided for a double booth.
Please list the names and e-mail addresses of the individuals, providing complete information.

Name: _____ Name: _____

Email Address: _____ Email Address: _____

Phone: _____ Phone: _____

Additional badges are available at a cost of \$175.00 per badge.
Each additional badge includes all meal tickets, welcome reception.

Signature: _____

Date: _____

EXHIBIT SPACE SELECTION:

☐ Single Booth - \$925.00

☐ Double Booth - \$1,650.00

Using the space numbers on the floor plan,
list your choices for preferred location:

1st choice: _____

2nd choice: _____

3rd choice: _____

Please list any companies you do not wish to be near:

PAYMENT

☐ **CHECK** enclosed in the amount of \$ _____ USD

Make check payable to AAVA. Payment must be received by AAVA before acknowledgement of sponsorship and/or exhibit booth in any printed conference materials or on the AAVA Web site.

☐ **CREDIT CARD**

☐ American Express

☐ Mastercard

☐ Visa

☐ Discover

Card Number: _____

Expiration Date: _____ Security Code: _____

Card Number: _____

Name on Card: _____

Signature: _____

RETURN FORM AND PAYMENT TO:

AAVA • P.O. Box 803 • Fayetteville, TN 37334
Credit card payments may be faxed to
931-433-6289. Questions? Call 931-438-0238.

FOR OFFICE USE ONLY:

DE _____ A _____ C _____ AppCode _____

exhibitor rules & regulations

CONTRACT FOR SPACE:

The application for space and the formal notice of assignment constitute a contract for the right to use the space allotted. In the event of fire, strikes, or other uncontrollable circumstances, this contract will not be binding.

USE OF SPACE:

(1) No exhibitor shall assign, sublet, or share the whole or any part of the allotted space. Aisles must be kept clear. Exhibitors must comply with all safety, fire, and health requirements during move-in, operation, and move-out. Booths must be manned and in operation at all times listed in the schedule. (2) AAVA does not endorse the products/services of the companies who exhibit during the meeting. (3) AAVA shall have the right to require dismantling of any exhibit or part of exhibit which in their opinion is not suitable to or in keeping with the character or purpose of the AAVA Annual Meeting at exhibitors own expense. Soliciting business outside of assigned Exhibit Space, including program sessions, hallways or other public spaces will not be allowed. Any violation of these policies may result in Exhibitor and its Exhibit being removed from the Conference. No monies shall be refunded.

EXHIBIT SPACE:

All dimensions and locations of the booths on the enclosed floor plan are believed, but not warranted, to be accurate. Show management reserves the right to make modifications to the floor plan as deemed appropriate. Space is assigned on a first-come, first-serve basis. No space is assigned without the official contract and payment of the fee. If space selected on the contract has previously been reserved, management retains the right to assign the next best available space. Exhibitor will be notified via email of assignment prior to the meeting.

HOURS OF EXHIBIT:

Move-in may begin at 4:00pm on Thursday, April 18, 2024, and must be completed by 10:00pm. Exhibitor expressly agrees not to dismantle his/her exhibit or do any packing before the closing hours of the exhibit, 12:00pm on Sunday, April 21, 2024. Move out must be completed by 3:00pm on Sunday.

Exhibitor must furnish show management with an advance list of their representatives. Only 1 badge will be issued per single booth; 2 badges per double booth. Additional badges will be available at the cost of \$175.00 per badge.

LIABILITY:

AAVA, any officer, employee, or agent of the same, will not be responsible for the safety or the property of the exhibitors, their agents or employees, from theft, damage of fire, accident, or other cause, but will use reasonable care to protect the exhibitor

from such loss. Exhibitors wishing to insure their goods must do so at their own expense. In addition, the exhibitor will indemnify and hold harmless AAVA, any officer, employee, or agent of the same, from any and all liabilities, claims, costs, damage and reasonable fees of counsel incurred in connection with any claim arising out of or caused by exhibitor's display or distribution of materials, or performance of any music or other material that violates any copyright, patent, trademark, trade name, service mark, or other similar right of any other party.

ELECTRICAL / WIFI / SHIPPING

After submitting your contract and fee to AAVA, information about ordering electrical, wifi, shipping, etc. will be sent via email. Please note that the exhibit hall is carpeted.

CARE OF BUILDING/EQUIPMENT:

Exhibitor, or their agents, shall not injure or deface the walls or floors of the building or the booths. No signs or any other articles shall be posted, nailed, or otherwise attached to floors, walls, furniture, or fixtures. When damage appears, the exhibitor is liable to the AAVA and to the Hyatt at Olive 8.

EXHIBIT FEE:

The fee for a single booth is \$625; double booth is \$1,025. The fee is due when the contract for exhibit space is submitted. Contracts and fees must be received no later than January 24, 2024 in order for the exhibitor's name to be printed in the conference materials. Checks should be made payable to AAVA and mailed with the contract to AAVA, P.O. Box 803, Fayetteville, TN 37334. Mastercard, Visa, American Express and Discover are accepted. Questions should be directed to 931-438-0238 or adele@aava.org.

CANCELLATION/REFUND POLICY:

If written notice of cancellation is received by the AAVA no later than February 19, 2024, a refund of monies received less a \$175 administrative fee will be made. Beginning February 20, 2024, no refunds will be given.

COPYRIGHT POLICY:

Exhibitors must obtain all necessary authorizations from third parties concerning copyrights, music licensing, patents, trademarks, trade names, slogans, logos, service marks, and other similar tangible property rights used by the exhibitor.

ASSISTANCE FOR PERSONS WITH DISABILITIES AVAILABLE:

If exhibitor requires an auxiliary aid to participate in this meeting, please contact the AAVA office by January 3, 2024. We will make every effort for accommodations unless those accommodations impose a financial hardship on the association.

sponsorship opportunities

SPONSORSHIP CHOICES

SPEAKER SPONSOR

In addition to the benefits listed on page 5, Speaker Sponsors will receive the following:

- ☐ Full Sponsorship: \$3,500 - Prior to the meeting, a promotional email sent to all members and FB post highlighting your speaker of choice and your company as the sponsor.
- ☐ Partial Sponsorship \$1,500 - Prior to the meeting, a promotional FB post highlighting your speaker of choice and your company as the sponsor.

Current List of Speakers

- ☐ Antonio A Alfaro, DVM, MSc., CVA, MSc-TCVM, CBMS & ELP
- ☐ Lori Bidwell, DVM, DACVAA, CVA, CVTP
- ☐ Grace Buchanan, DVM, CVA
- ☐ Tara Harrison, DVM, MPVM, DACZM, DACVPM, DECZM, CVA
- ☐ Yukiko Kuwahara, DVM, DRIC, CVA
- ☐ Marie Sato Quicksall, DVM, CVA
- ☐ Allen Schoen, DVM, MS, PhD (hon), CVA
- ☐ Michelle Schraeder, DVM, MEd, FAAVA
- ☐ Susan Wagner, DVM, MS, DACVIM (Neurology)
- ☐ Bonnie Wright, DVM, DACVAA, CVMA, CVPP, CCRP, CCRT

Please contact the AAVA office at 931-438-0238 for:

- An updated list of speakers
- Interested in providing in-kind sponsorships for speakers

REGISTRATION BAGS

- ☐ Full Sponsorship: \$2,000

NECK WALLETS

- ☐ Full Sponsorship: \$1,500

PROCEEDINGS

- ☐ Full Sponsorship: \$2,500

ON-SITE PROGRAM ADVERTISING

Your company's ad may be placed in the on-site booklet which will include all on-site information.

- ☐ Full Page- Inside Front Cover \$750
- ☐ Full Page- Inside Back Cover \$750
- ☐ Full Page \$500
- ☐ Half Page \$250
- ☐ Quarter Page \$150

Contact AAVA Office for print specifications.

CONTINENTAL BREAKFAST

FRIDAY (in exhibit hall)

- ☐ Full Sponsorship: \$5,000
- ☐ Partial Sponsorship: \$3,000

SATURDAY (in exhibit hall)

- ☐ Full Sponsorship: \$5,000
- ☐ Partial Sponsorship: \$3,000

SUNDAY (in exhibit hall)

- ☐ Full Sponsorship: \$5,000
- ☐ Partial Sponsorship: \$3,000

AM/PM REFRESHMENTS

FRIDAY (in exhibit hall)

- ☐ Full Sponsorship: \$3,000
- ☐ Partial Sponsorship: \$1,500

SATURDAY (in exhibit hall)

- ☐ Full Sponsorship: \$3,000
- ☐ Partial Sponsorship: \$1,500

SUNDAY - AM (in exhibit hall)

- ☐ Full Sponsorship: \$3,000
- ☐ Partial Sponsorship: \$1,500

LUNCH

FRIDAY (in exhibit hall)

- ☐ Full Sponsorship: \$7,000
- ☐ Partial Sponsorship: \$4,500

SATURDAY (in exhibit hall)

- ☐ Full Sponsorship: \$7,000
- ☐ Partial Sponsorship: \$4,500

SUNDAY (in exhibit hall)

- ☐ Full Sponsorship: \$7,000
- ☐ Partial Sponsorship: \$4,500

AAVA WELCOME RECEPTION/AWARDS

- ☐ Full Sponsorship: \$7,000
- ☐ Partial Sponsorship: \$4,500

The reception will be held in the Exhibit Hall on Friday evening.

sponsorship registration

SPONSORSHIP COMMITMENT

► PLEASE INDICATE THE SESSIONS/EVENTS YOUR COMPANY CHOOSES TO SPONSOR BY CHECKING THE APPROPRIATE BOXES ON PAGE 6.

- **PLATINUM** (\$7,000+)
- **GOLD** (\$4,000-6,999)
- **SILVER** (\$2,000-3,999)
- **BRONZE** (\$1,000-1,999)

Total Amount of Sponsorship: \$ _____

Company Name: _____

Contact Person: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Email: _____

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☐ **CREDIT CARD** ☐ American Express ☐ Mastercard ☐ Visa ☐ Discover

Card Number: _____

Expiration Date: _____ Security Code: _____

Name on Card: _____

Signature: _____

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AAVA • P.O. Box 803 • Fayetteville, TN 37334

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VISIT WWW.AAVA.ORG
FOR 2024 AAVA ANNUAL MEETING UPDATES!



We hope you will consider becoming a sponsor
and/or exhibitor at the AAVA Annual Meeting and help
to promote a great conference!

LET'S MAKE THE NEXT
AAVA ANNUAL MEETING
A GREAT SUCCESS!

