



**Northwest Academy
of Otolaryngology**

www.nwao.org

ANNUAL WINTER MEETING 2024 PROSPECTUS



2024 WINTER MEETING

JANUARY 26-28, 2024 | HILTON WHISTLER RESORT & SPA | WHISTLER, BC

EXHIBITOR PROSPECTUS

The following benefits are included in your exhibitor package:

- Display table, one chair, for exhibit on January 26-28, 2024
- Print acknowledgement on the conference e-syllabus
- Exhibitor name badges
- Complimentary breakfast, snacks, lunch, and reception during the conference

Attendees

Primary care, academic and institutional otolaryngologists from throughout Washington State are expected to attend. The event will be promoted throughout the Pacific Northwest. The anticipated attendance is approximately 80.

Location

Hilton Whistler
4050 Whistler Way
Whistler, BC V0N 1B4
Canada

Exhibit Hours

This information will be available soon.

Set Up

Thursday, January 25, 2024 – 4:00-7:30 PM
Friday, January 26, 2024 – 5:00-6:00 AM

Move Out

Sunday, January 28, 2024 – 9:30 AM

Confirmation / Booth Assignments

Contact show management below if you have not received an exhibitor confirmation within 30 days of submitting your exhibitor agreement. You will be notified of your booth assignment no later than January 23, 2024. **Exhibit space will be assigned based on level of sponsorship, followed by a first come, first served basis.**

Show Management Questions

Delphi Locey, Executive Administrator, NWA
Phone: 206-956-3650; Fax: 206-441-5863; Email: delphi@wsma.org

Exhibit Practices and Regulations

- The NWAO reserves the right to restrict exhibits, without refund, which may be falsely entered.
- Distribution of literature, samples, etc., in the exhibit area by firms that are not participating as paid exhibitors is strictly prohibited.
- No subletting of space is permitted without the consent of the NWAO Executive, Delphi Locey – email: delphi@wsma.org.
- Exhibitors are responsible for shipping, storage, and installation of exhibit materials, and all costs involved thereby.
- There is a **\$150 service fee on all cancellations. No refunds for cancellations received after December 1, 2023.**
- The NWAO and Hilton Whistler do not guarantee against theft, vandalism or otherwise.
- It is expressly understood that exhibitors shall indemnify and hold harmless the NWAO and Hilton Whistler of all third-party liability (damage or accident) that might ensue from any cause in connection with transfer, installation, maintenance, or removal of exhibits, or in display of exhibits, except for those damages of accidents that arise from the negligence or misconduct of the NWAO and/or Hilton.
- In the event of fire, strikes, or other uncontrollable circumstances, the contract for space will not be binding.
- It is expressly understood that the NWAO will not pay for special equipment, facilities and services ordered by technical exhibitors.
- Electrical and other apparatus must be operated so that the noise does not interfere with other exhibitors.
- All electrically wired display material must comply with the requirements of the National Board of Fire Underwriters.
- The aisles must be kept clear. To this end, exhibits must be arranged so that exhibitors and their representatives will be within their exhibition space.
- Care must be taken by the exhibitor not to deface or destroy any part of the exhibit areas. In the event of property damage caused by him/her, the exhibiting company will be held responsible.
- Use of the name "NWAO" or that of any officer of said Association, in recommendation of a product or services, is expressly prohibited.
- Table space not occupied by the close of the exhibit installation period as specified above, will be forfeited by the exhibitor, and this space may be resold, reassigned, or used by the conference management.

NORTHWEST ACADEMY OF OTOLARYNGOLOGY

2024 WINTER CONFERENCE

JANUARY 26-28, 2024 | HILTON WHISTLER RESORT & SPA | WHISTLER, BC

EXHIBITOR AGREEMENT

COMPANY NAME _____

PRIMARY CONTACT _____ TITLE _____

ADDRESS _____

CITY/STATE/ZIP _____

TELEPHONE _____ E-MAIL _____

WEBSITE _____

PRIMARY BOOTH REPRESENTATIVE CONTACT (This information will be published and distributed to attendees)

NAME _____ TITLE _____

ADDRESS _____

CITY/STATE/ZIP _____

TELEPHONE _____ E-MAIL _____

REPRESENTATIVES STAFFING YOUR BOOTH

1) _____ 2) _____

Two allowed, additional representatives \$150 each

3) _____ 4) _____

PRODUCT/ SERVICE TO BE DISPLAYED: _____

PLEASE INDICATE COMPANIES YOU DESIRE NOT TO BE LOCATED ADJACENT TO (I.E. COMPETITOR):

1) _____ 2) _____

THE SIGNATURE BELOW SIGNIFIES THAT THE COMPANY REPRESENTATIVE HAS READ AND AGREES TO ABIDE BY ALL NWAO EXHIBIT PRACTICES AND REGULATIONS (SEE ENCLOSED)

Signature _____ **Title** _____

EXHIBIT SPACE: Exhibit space will be assigned based on level of sponsorship, exhibit location purchased, followed by first come basis.

STANDARD BOOTH (6' TABLE TOP) # OF BOOTHS _____ @ \$4,000.00 EA _____

TICKET FOR ADDITIONAL REPRESENTATIVE # OF REPS _____ @ \$ 150.00 EA _____

TOTAL AMOUNT ENCLOSED _____

CHECK HERE FOR INFORMATION REGARDING OPPORTUNITIES TO SUPPORT THIS ACTIVITY THROUGH A FINANCIAL OR IN-KIND GRANT.

CHECK ENCLOSED CREDIT CARD PAYMENT: VISA M/C AMEX

CC NO. _____

Name on Card _____ Exp. Date _____ CVV _____

Signature _____

RETURN THIS FORM WITH PAYMENT TO NWAO (TAX ID #91-1066428)
NWAO, 2001 Sixth Ave, Suite 2700, Seattle, WA 98121
If paying by credit card you may fax to 206-441-5863 or email delphi@wsma.org



2024 ANNUAL WINTER MEETING

January 26-28, 2024 | Hilton Whistler Resort & Spa | Whistler, BC

Maximize Your Presence... Take Advantage of these Exclusive Sponsorship Opportunities!

Supporter Benefits:

- Complimentary standard size exhibit table
- Verbal recognition at the podium
- Print acknowledgement of support on poster(s)
- Online acknowledgement in the e-syllabus and on the NWAO website
- Electronic list of attendees prior to the conference to promote visits to your table
- Up to four vendor name badges (exhibitors=2; bronze, silver, gold=3; platinum=4), accompanying sponsorship ribbons; complimentary breakfast, breaks, and lunch; access to the Saturday evening reception for all registered attendees

Supporter Levels:

PLATINUM SUPPORTER/PRODUCT THEATER - \$12,000

- Friday Breakfast – 45-minute presentation
- Saturday Breakfast – 45-minute presentation

GOLD SUPPORTER - \$9,000

- General Support
- Saturday Attendee Reception
Sponsor gets the opportunity to provide a 10-minute product showcase to attendees during the reception.

SILVER SUPPORTER - \$7,000

- General Support
- Friday Après Ski Break
- Saturday Après Ski Break

BRONZE SUPPORTER - \$5,000

- General Support
- ~~Wi-Fi Sponsor~~ (sold)
- Exhibitor Passport Raffle Sponsor
Sponsor the raffle drawing. Your company logo will be showcased in the exhibitor passport and your table will be a mandatory stop for attendees to enter the raffle drawing.

This form must accompany the signed letter of agreement and payment. To secure your exhibit booth, please fill out the exhibitor agreement or contact Delphi Locey, NWAO Executive Administrator, at delphi@wsma.org.

Company _____	
Contact Person _____	
Phone _____	Email _____
<input type="checkbox"/> CHECK ENCLOSED <input type="checkbox"/> CREDIT CARD PAYMENT: <input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> AMEX	
CC# _____	Exp. Date _____
CVV _____	Name on Card _____
Signature _____	

Return this form to: NWAO, 2001 Sixth Ave, Ste 2700, Seattle, WA 98121; or fax to 206-441-5863

Questions: Contact Delphi Locey, NWAO Executive Administrator, at 206-956-3650 or emailing delphi@wsma.org