

Industry Sessions - Lunch and Learn

Description

- AAOS Industry Sessions provides an opportunity for exhibitors to showcase products, demonstrate techniques, or present research to a targeted audience
- Sessions are 45 minutes and will take place from 12:40 – 1:25 PM in a classroom setting during the AAOS 2018 Annual Meeting
- Industry Sessions will have no competition with official AAOS scientific programming and Industry Sessions cannot provide CME

Locations

Two meeting rooms on Level 2 at the Morial Convention Center

Two locations in the Exhibit Hall: Ask an Expert and Technology Theater

Date	Level 2 Meeting Rooms Up to 200 Attendees	Cost	Exhibit Hall: Ask an Expert/ Technology Theater Up to 100 Attendees	Cost
Tues. Mar 6, 2018	12:40 - 1:25 PM	\$30,000	—	—
Wed. Mar 7, 2018	12:40 - 1:25 PM	\$30,000	12:40 - 1:25 PM	\$15,000
Thur. Mar 8, 2018	12:40 - 1:25 PM	\$30,000	12:40 - 1:25 PM	\$15,000
Fri. Mar 9, 2018	12:40 - 1:25 PM	\$30,000	12:40 - 1:25 PM	\$15,000

AAOS will provide:

Access to meeting room at 12 Noon

A/V package including podium and microphone, 2 microphones for audience, a/v technician in room

Draped six-foot table for company materials

Classroom seating for attendees

Beverages and box lunch for attendees

Pre-meeting and on-site promotion including signage outside the meeting room

Exhibitor will:

Provide speaker(s) and content

Be responsible for inviting and securing attendees

Submit your Industry Sessions – Lunch and Learn [Contract/Agreement](#) Now!

Sessions will be assigned on a first-come, first-served basis

Industry Sessions – Lunch and Learn Meeting Space

Application/Contract Policies

1. Eligibility

Industry Sessions are only available to companies exhibiting at the AAOS 2018 Annual Meeting.

2. Assignment of Industry Sessions

a. Industry Sessions location and time will be assigned space on a first-come, first-served basis. AAOS reserves the right, in its sole discretion, to allocate Industry Sessions space on any other basis it deems appropriate. Industry session space will be confirmed with a specific date, time and location.

b. Exhibitors that reserve Industry Sessions will:

- Provide speaker(s) and content
- Be responsible for inviting attendees
- Be responsible for securing attendees
- Be responsible for removing all literature and other materials from the room within 15 minutes after the end of their presentation slot

c. AAOS will provide:

- Exhibitor access to meeting room 40 minutes prior to session
- Meeting room set classroom for up the identified number of attendees, 100 or 200
- Audiovisual package including podium and microphone, 2 microphones for audience, a/v technician in room
- Draped six-foot table for company's materials
- Beverage service and box-lunches included for number of attendees 100 or 200, upgraded menus available for additional cost
- Pre-meeting and on-site promotion of Industry Sessions by AAOS as follows:
 - AAOS Annual Meeting website
 - *Exhibitor Guide* mailed in January, if space confirmed by Nov. 20, 2017
 - Final Program, if space confirmed by Dec. 12, 2017
 - Signage located outside meeting room
 - Industry Sessions will be listed as:
Company Name: Title (invite-only), location

3. Payment Terms

Once space is assigned an invoice for 100% of Industry Session fees will be sent. Payment will be due within 15 days of receipt of the invoice. Payments can be made to AAOS by check, wire transfer or credit card.

4. Cancellation Policy

All cancellations for confirmed and assigned Industry Sessions space must be sent in writing to AAOS. Written notice of cancellation must be received by the dates listed below to receive a refund.

- **December 15, 2017 through January 5, 2018:**
50% of session space fees are retained
- **After January 5, 2018:**
100% of session space fees are retained

5. Regulations

a. AAOS does not endorse exhibitor functions and does not consider them a part of the official program.

b. It is the responsibility of the exhibitor to ensure that all company personnel or third-party agents that are involved in Industry Sessions arrangements are aware of and adhere to AAOS rules and regulations.

c. Badges and Bar Codes

Industry Sessions will take place in meeting rooms on Level 2 of the Morial Convention Center and in the Exhibit Hall at the Ask an Expert and the Technology Theater. All exhibitors and attendees will be required to wear their AAOS official badges for admission to these areas of the convention center. Exhibitors will be allowed to scan and capture AAOS badge bar code data at their Industry Sessions.

6. CME Accreditation

AAOS does not provide Continuing Medical Education (CME) accreditation for exhibitor educational events. Exhibitors are not allowed to offer CME credits for Industry Sessions.

7. Publicity and Advertising

a. All promotional materials (including announcements, invitations, emails, websites, advertisements, and flyers) referencing the Industry Sessions at the AAOS Annual Meeting must be approved by AAOS prior to printing and/or distribution. Final versions of materials should be submitted for approval to exhibits@aaos.org. While AAOS will make every effort to grant these approvals in a timely fashion, please allow a minimum of five (5) business days for approval.

b. The use of the name, insignia, logo, logotype or other identifying marks of the American Academy of Orthopaedic Surgeons/American Association of Orthopaedic Surgeons other than the approved exhibitor graphic, is never to be used in signs, advertising or promotions in any media or on descriptive product literature.

Refer to the Publicity and Advertising section of the Rules and Regulations at www.aaos.org/exhibitors for more information.

8. Signage

AAOS will provide a sign outside of the meeting room that promote the Industry Sessions. Exhibitors may display signage in the exhibitor's booth and within the Industry Sessions presentation area.

9. Indemnification

Exhibitors assigned Industry Sessions at the AAOS 2018 Annual Meeting agree to indemnify, defend, and hold harmless the AAOS, its employees, directors, agents, representatives and any affiliated organizations against any and all claims, judgments, fees, demands, settlements and expenses (including reasonable attorneys' fees) that arise as a result of the company's performance, or non-performance, of duties in this Agreement.

10. Violation of Rules and Regulations

As a condition for holding a session, each exhibitor shall agree to observe all exhibitor rules and regulations. Failure to abide by these rules and regulations will result in the loss of priority points or other action deemed appropriate by AAOS.