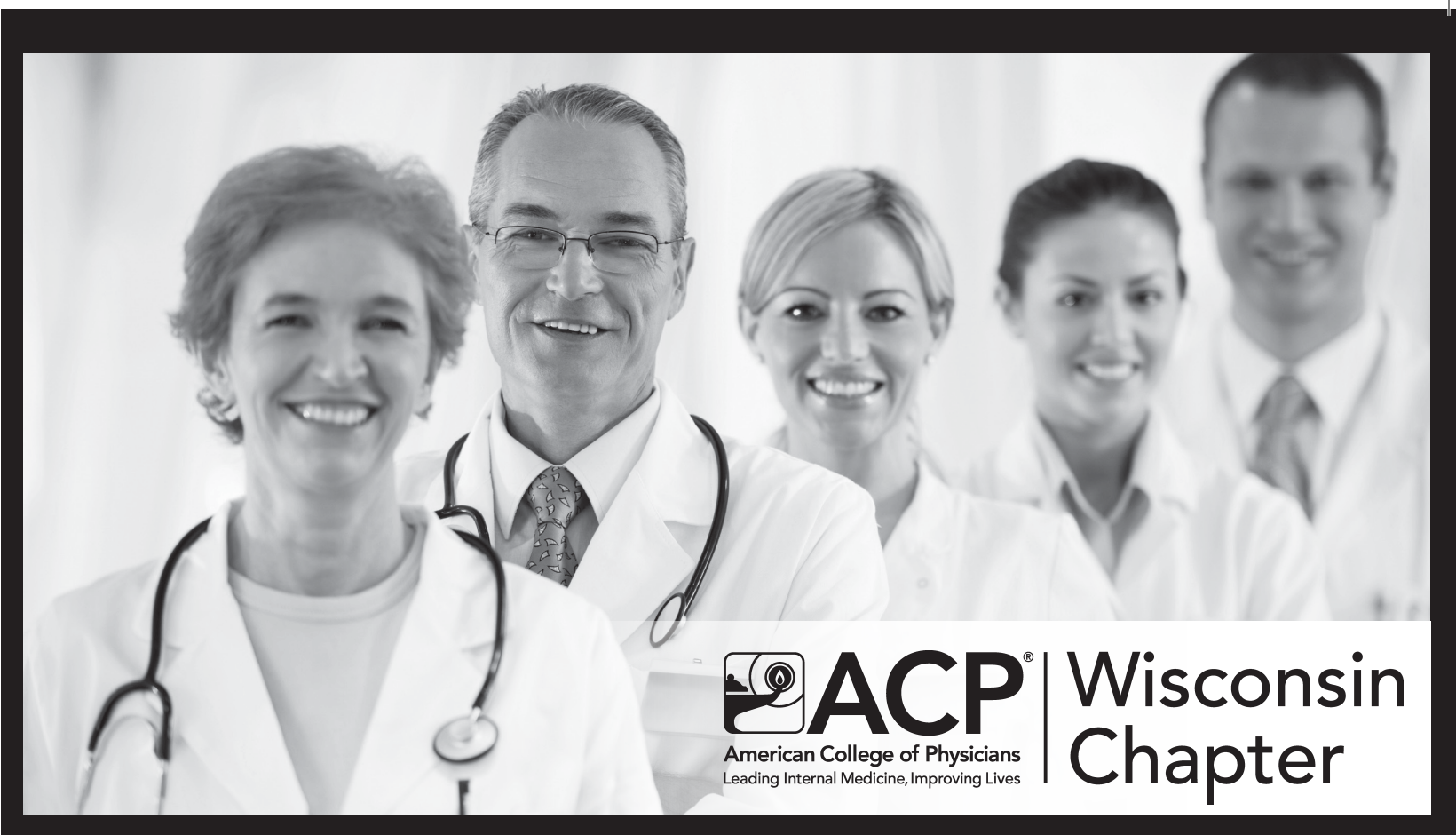
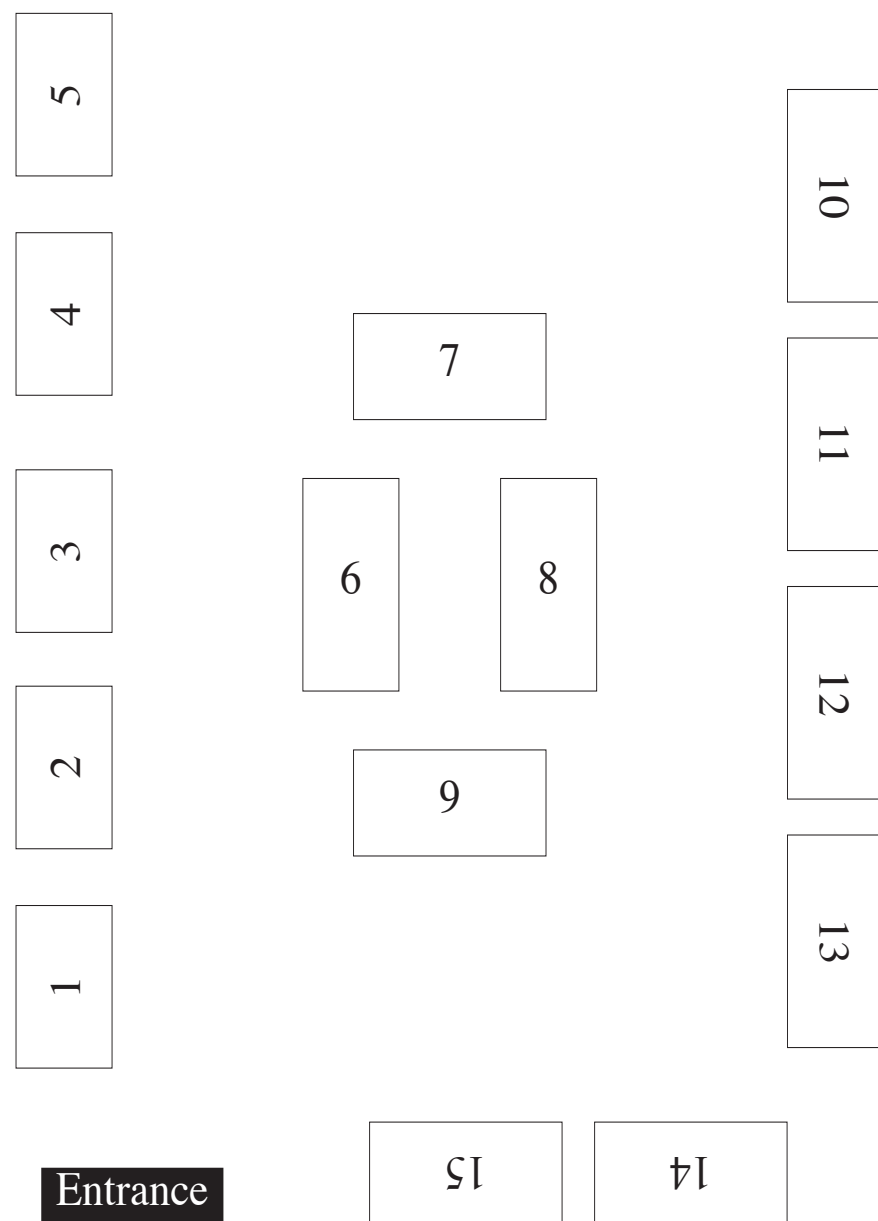
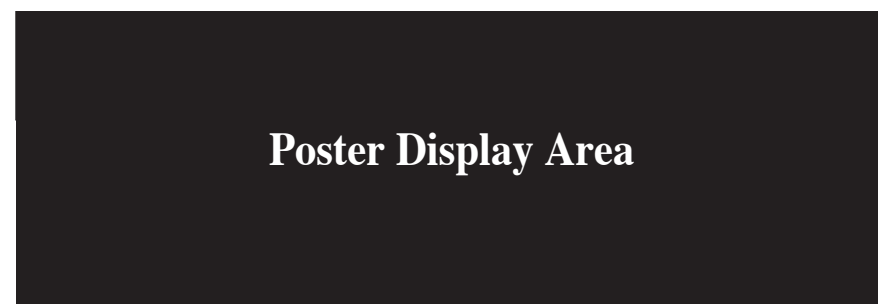


EXHIBITOR MAP



American College of Physicians
Wisconsin Chapter
2021 ANNUAL SCIENTIFIC MEETING
September 10-11, 2021

Wilderness Resort and Glacier Canyon Conference Center
45 Hillman Rd., Wisconsin Dells, WI 53965
800-867-9453

EXHIBITOR PROSPECTUS

Promote your opportunities to Medical Students,
Residents, Internists, Medicine Specialists and Sub-Specialists.

Hold Harmless Clause

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to exhibitor's displays, equipment, and other property brought upon the premises of the hotel and shall indemnify and hold harmless the association, hotel, agents, servants, and employees from any and all such losses, damages, and claims. In addition, the exhibitor acknowledges that it is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses by the exhibitor. This clause is incorporated by reference, and agreed to by the exhibiting party upon signature of the contract.

EXHIBITOR'S SCHEDULE AT-A-GLANCE

August 27, 2021

Payment Deadline
All booths must be paid in full by this date to hold your reservation.

FRIDAY,
SEPTEMBER 10, 2021

Exhibit Set-up
11:00 AM - 2:00 PM

Break
5:00 - 5:15 PM

Opening Welcome Reception
(in exhibit area)
6:30 PM

SATURDAY,
SEPTEMBER 11, 2021

Break and Exhibits
9:30-9:45

Break and Exhibits
10:45-11:00am

Lunch
12:00-1:30pm

Break and Exhibits
3:00-3:15pm

Break and Exhibits
4:15-4:30pm

Exhibitor Dismantling
4:30pm

BOOTH SPACE

Booth locations are reserved. Please review the floor plan and determine your preferred location. Booth space will be assigned in the order reservations are received. Booth reservations may be made to the ACP Wisconsin Chapter Office by phone (ask for Delaney) at (414) 488-3910. Reservations received by phone must be confirmed in writing along with a completed application and payment within one week. A 50% deposit will hold your booth location.

EQUIPMENT

One eight-foot, draped table and two chairs will be provided for each exhibitor. Exhibits displayed are table top in a carpeted exhibit area.

ELECTRICAL

Electrical service must be contracted by checking the box on the exhibitor application. If any special equipment is needed, please contact the ACP Wisconsin Chapter Annual Meeting office at (414) 488-3910 before August 27, 2021.

EXHIBIT INSTALLATION & LOCATION

The exhibit hall will be located adjacent to the meeting rooms and inside the meal function rooms.

The Exhibit Hall will be available for set-up on Friday, September 10th from 11:00 AM to 2:00 PM. All exhibits must be assembled by 2:00 PM on Friday.

REGISTRATION & HOTEL

Name badges will be provided for exhibitors. Please list the representatives attending on the exhibit contract. Exhibitors must make their hotel reservations directly with Wilderness Resort at 800-867-9453. Deadline for reservations is August 10th, 2021. A special rate of \$109.99 for single and multiple occupancy has been arranged. The group reservation number is **860632**.

FEES

1 table: \$1,000

Each booth includes registration for four (4) exhibit personnel. All exhibit personnel must be registered for the Annual Meeting.

EXHIBIT GUIDELINES

- Exhibits must be staffed at all times the Exhibit Hall is open.
- Promotions can only be conducted in your booth.
- Soliciting outside of your booth area will not be allowed.
- Any audio or decorative items cannot interfere with normal levels of conversation.
- Early breakdown is prohibited. Exhibits may not be dismantled prior to 4:30 PM on Saturday, September 11th, 2021.

PAYMENT & CANCELLATIONS

At least one-half of the cost of the table(s) must accompany this application. Remember, your space will not be confirmed until a 50% deposit is received. The balance must be paid in full no later than August 27th, 2021. Make checks payable to:

*ACP Wisconsin Chapter
6737 W. Washington St. • Suite 4210
Milwaukee, WI 53214*

Table cancellations must be made in writing. A refund, less \$50, will be granted for requests made before August 27th. No refunds will be given after August 27th, 2021.

The Exhibit Hall is adjacent to the meeting and meal function rooms. The vignette break, displayed posters and the opening Welcome Reception on Friday will be held in the Exhibit Hall.

SHIPPING INSTRUCTIONS

Shipments of large display material should be sent to:

*Wilderness Resort and Glacier
Canyon Conference Center
45 Hillman Rd.
Baraboo, WI 53965
800-867-9453*

There is a charge for shipping and receiving. Please contact the Wilderness Resort for a list of rates.

SPONSORSHIPS

Increase your exposure by sponsoring a specific event. Sponsorships are available for: welcome reception, Saturday continental breakfast and coffee/soda breaks. Sponsors will be acknowledged in the ACP Annual Meeting Program, displayed via signage at the Meeting, and thanked verbally by program moderators at the general sessions.

CONTACT

For information on sponsorships and booth reservations contact Delaney Mielke at:

**ACP Wisconsin Chapter
6737 W. Washington St. • Suite 4210
Milwaukee, WI 53214
Phone: (414) 488-3910
FAX: (414) 276-7704
E-mail: delaney@acpwi.org**