

Pacific Coast Podiatry Conference
Exhibit Space Application

August 11 - 14, 2022

Embassy Suites Portland Downtown
Portland, Oregon

THIS FORM MUST ACCOMPANY YOUR PAYMENT

To confirm your reservation submit this form to Karen Daniel at k.daniel@podiatryinstitute.com or fax to 404-508-8539.
Registration received less than 2 weeks prior to meeting will not be included in conference materials.

Exhibitor Fee (Table Top, No Sharing) = \$1350 by check or credit card. Full payment must accompany this completed form. \$1500 if application received after July 28, 2022 or onsite.

Payment Method

My Check in the amount of \$ _____ Payment enclosed
Please make check payable to: The Podiatry Institute ♦ Federal Tax ID #58-1906272
Charge Visa Master Card American Express Discover

Credit Card Number _____ Exp. Date ____ / ____

Cardholder Name _____ Signature _____

Mail Check & Application to: The Podiatry Institute
2675 North Decatur Rd. ♦ Suite 309 ♦ Decatur, GA 30033

The Following Company Information Will Be Printed In The Conference Program:

(Company Name) _____
(Street Address) _____
(City) _____ (State) _____ (Zip) _____
(Office Phone) _____ - _____ - _____ (Website) _____
25-word description of product or service _____

Representative(s) at Conference: Name _____ Email _____
Name _____ Email _____

Send email to k.daniel@podiatryinstitute.com names/emails of any additional representatives

Primary Representative's email _____

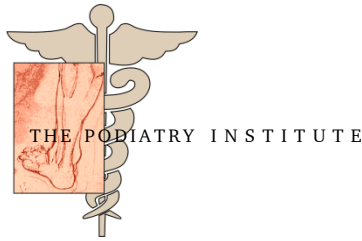
Company Contact _____ **Title** _____

Email _____

Companies You Prefer Not To Exhibit Next To: _____

Electricity Required? Yes No

For more sponsorship information contact: Dan Vickers at The Podiatry Institute ♦ 770-939-0393
dvickers@mindspring.com



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Exhibitor Prospectus

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- ◆ Breakfasts and breaks will be held in the exhibit hall to maximize your contact with attendees.
- ◆ There are a number of opportunities available to sponsor conference events & speakers. Call Dan Vickers at 770-939-0393 for more information.
- ◆ **CANCELLATION POLICY:** All cancellation/rescheduling requests must be made in writing. Cancellation requests can be sent via fax to 404-508-8539 or email to k.daniel@podiatryinstitute.com. Cancellations requiring a refund will be assessed a \$250 cancellation fee. Transfer requests are not subject to a cancellation fee and will be valid for a period of one year from the date of issue. Registration fees are non-refundable/non-transferrable within two weeks of the conference start date.
- ◆ **FDA REGULATIONS:** Exhibitors shall comply with all applicable Food and Drug Administration (FDA) regulations including, without limitation, FDA restrictions on the promotion of investigational and preapproved drug and devices and the FDA prohibition on promoting approved drugs and devices for unapproved uses. Any product not FDA approved for a particular use or not commercially available in the USA may be exhibited only if accompanied by easily visible signage indicating the status of the product. Exhibitors shall have available at the booth a letter from the FDA that describes the allowable use of any drug or device exhibited.
- ◆ The Podiatry Institute reserves the right to refuse exhibit space if the vendor's product, service, or display/booth is not consistent with the character of the event.

Exhibit Table Top Fee = \$1350 by check or credit card – Includes 6' draped table, two chairs and electricity if needed.
\$1500 if application received after July 28, 2022 or onsite. No sharing .

Exhibit materials weighing 150 lbs. or more and/or being shipped via pallet/crate may be subject to additional charges from the hotel's receiving department.

Exhibit Registration Full payment for your exhibit must accompany space confirmation agreement. Applications will be accepted until space is sold out.

Exhibit Schedule:

Thursday, August 11	10:00 AM - 12:00 PM	Setup
	12:00 PM - 1:00 PM	Exhibit Hall Opens
	3:30 PM - 4:00 PM	Afternoon Break
	7:00 PM	Exhibit Hall Closes
Friday, August 12	7:00 AM - 7:30 AM	Breakfast in Exhibit Hall
	10:00 AM - 10:30 AM	Morning Break
	12:45 PM - 1:45 PM	Lunch with Exhibitors
	4:00 PM - 4:30 PM	Afternoon Break
	5:00 PM	Exhibit Hall Closes
Saturday, August 13	7:00 AM - 7:30 AM	Breakfast in Exhibit Hall
	9:30 AM - 10:00 AM	Morning Break
	11:00 AM	Exhibit Hall Closes
Sunday, August 14	Optional	
Exhibitor Move-out	Saturday, August 13	– After AM Break

Conference Hotel Embassy Suites Portland Downtown
319 SW Pine Street
Portland, OR 97204-2726
503-279-9000
Podiatry Institute Rate: \$272 Single/Double
Please make your reservation NOW! Cut-off date is 7/15/22

Shipping Information
Embassy Suites Portland Downtown
Attn: Dan Vickers
319 SW Pine Street
Portland, OR 97204-2726
503-279-9000

For Further Information
Dan Vickers, CAE
Executive Director
The Podiatry Institute
2675 North Decatur Road, Suite 309
Decatur, GA 30033
770-939-0393