



TO: 2010 Exhibitors and Sponsors
FROM: FASCA of TN
RE: Invitation to Exhibit and Sponsor

The Freestanding Ambulatory Surgery Center Association of Tennessee is pleased to invite your company to participate in the FASCA of TN Fall Conference & Tradeshow on **September 23-24, 2010 at Franklin Marriott Cool Springs in Franklin, TN.**

In the past FASCA of TN has offered one of the most comprehensive Ambulatory Surgery Center vendor/supplier tradeshow in Tennessee. This year all surgery center administrators, nurses, physicians and other center staff throughout the state of Tennessee will be invited to attend the Fall Conference & Tradeshow.

With the events and seminars planned, we have excellent sponsorship opportunities available to fit all budgets. By being a sponsor of the FASCA of TN Fall Conference & Tradeshow, you will not only gain exposure at the conference, you will also receive special benefits available only to sponsors. Benefits range from promotion of your company, brand recognition, acknowledgement in the conference program, and much more. An Exhibit Agreement and Sponsorship Form are enclosed for your review.

Forms should be returned to FASCA of TN at 1400 Village Square Blvd. #3-175, Tallahassee, FL 32312 or faxed to (850) 907-1288.

Should you need any additional information, please contact us by phone at (888) 526-9450 or by email at tammy@ascmember.org. We look forward to working with you in Franklin for the FASCA of TN Fall Conference & Tradeshow!

Tammy Smith, CMP
FASCA of TN Meeting Planner



**FASCA of TN 2010 Fall Conference & Tradeshow
September 23-24, 2010 • Franklin Marriott Cool Springs, Franklin, TN**

Sponsorship and Exhibit Costs

*** Gold Sponsor - \$2,000**

- Complimentary exhibit booth space in prime location on tradeshow floor
- Sole sponsorship of one of the following events:
 - Thursday Night Networking Reception
 - Friday Luncheon*FASCA of TN cannot guarantee event you choose. First paid will have first option of event.*
- Recognition in Conference program and signage*
- Recognition in promotional materials**
- A list of registered attendees to promote your show specials
- One full-page ad in the onsite program given out to all attendees*
- Complimentary listing on the FASCA of TN Website

*** Silver Sponsor - \$1,300**

- 50% discount on exhibit booth space
- Sole sponsorship of one of the following events:
 - Friday Morning Continental Breakfast
 - Keynote Speaker
 - Conference Bags
 - Conference Note Pads*FASCA of TN cannot guarantee event you choose. First paid will have first option of event.*
- Recognition in Conference program and signage*
- Recognition in promotional materials**
- A list of registered attendees to promote your show specials
- ½ page ad in the onsite program given out to all attendees*
- Complimentary listing on the FASCA of TN Website

*** Bronze Sponsor - \$850**

- 25% discount on exhibit booth space
- Sole sponsorship of one of the following events:
 - Thursday Afternoon Coffee Break
 - Friday Morning Coffee Break
 - One (1) Educational Session
 - Lanyards*FASCA of TN cannot guarantee event you choose. First paid will have first option of event.*
- Recognition in Conference program and signage*
- Recognition in promotional materials**
- A list of registered attendees to promote your show specials
- Complimentary listing on the FASCA of TN Website

*** Exhibit Fees - \$700**

- One six-foot draped table with two chairs
- Two exhibitor name badges
- Recognition in Conference Program
- Company name listed on the FASCA of TN Website
- Exhibitors are invited to the Networking Reception held on Thursday night

*Vendor to supply camera-ready artwork and logo by August 15, 2010 to be recognized in onsite materials.

**Sponsorship must be paid in full and supply logo by April 1, 2010 for recognition in conference registration brochure.

FASCA of TN 2010 Fall Conference & Tradeshow
Exhibitor & Sponsor Registration Form
September 23-24, 2010 • Franklin Marriott Cool Springs, Franklin, TN

Sponsorship Options (Gold, Silver and Bronze sponsorships only – indicate event choices below.)

Gold \$2,000 Silver \$1,300 Bronze \$850

Event Choice 1 _____ Event Choice 2 _____

Exhibit Options Exhibit Fees \$700

Booth choice 1 _____ Booth choice 2 _____ (assignments will be made based on when the form is received)

If possible, please do not place me by _____
(list any companies you do not want to be near)

(Please type or print names exactly as they should appear in program, on name badges, and on signage)

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Primary Contact _____ Email _____

(all information will be mailed or emailed to this individual for distribution to on-site representatives)

Onsite Representatives (two name badges are included with exhibit space unless otherwise indicated in sponsor package.)
Additional name badges can be purchased for \$75. Print names as you want it to appear on name badges.

On-site Representative 1 _____ Email _____

On-site Representative 2 _____ Email _____

On-site Representative 3 _____ Email _____

Briefly describe the products/service you will show case (25 words or less) _____

TOTAL AMOUNT DUE (sponsor+exhibits+extra badges): \$ _____

Payment Information: Please send this completed form with payment to FASCA of TN, 1400 Village Square Blvd #3-175, Tallahassee, FL 32312. Phone: 888/526-9450; Fax: 850/907-1288.

Method of Payment: Check Enclosed (payable to FASCA of TN) Visa M/C Amex

Card #: _____ Expiration Date _____ CCV* _____

*This is the 3 digit number on the back of your credit card. For Amex this is the 4 digit number on the front of the card.

Name on Card: _____ Signature: _____

Credit Card Billing Address _____

Check here if your billing address is the same as your mailing address above

Authorized signature below indicates you have read this form and the terms of agreement and that you agree to abide by the conditions stated.

Authorized signature

Date

TERMS OF EXHIBIT AGREEMENT

1. AGREEMENT

The following terms shall become binding upon acceptance of this agreement between the applicant and his/her employees and the FASCA OF TN, the meeting and exhibit host.

2. PUBLIC POLICY

Exhibitors are charged with knowledge of all ordinances and regulations pertaining to taxes, health prevention, customs and public safety while participating in this event. Compliance with such laws is mandatory for exhibitors and the responsibility of the exhibitor.

3. BOOTH ASSIGNMENT

Exhibit space will be assigned based on the date contract is received with payment in full. In the case of multiple contracts received on the same date, priority will be given to those exhibitors who are also sponsors and to those who have previously exhibited with FASCA OF TN.

4. DISMANTLING

No part of an exhibit shall be removed during show hours. Exhibits must be kept intact until September 24, 2010 at 1:30 p.m. All exhibits must be dismantled and removed by September 24, 2010 at 4:00 p.m.; otherwise FASCA OF TN reserves the right to remove the exhibit at the exhibitor's cost.

5. TABLETOP EXHIBIT DIMENSIONS

Each exhibit area is defined by the 6' x 30" table and two chairs as provided. The height of any part of the display may not exceed 8 feet from the floor, nor may the display come forward by more than 30".

6. USE OF EXHIBIT SPACE

Exhibitors shall reflect their company's highest standards of professionalism while maintaining exhibit space during exhibit show hours. No exhibitor shall assign, sublet or share exhibit space.

7. LITERATURE DISTRIBUTION

All literature must be distributed within the booth space assigned. No materials may be placed on tables or chairs, attached to meeting space walls or ceilings, or left in public places or distributed in aisles, lounge areas or other exhibitor booths. Items found in these places will be disposed of without question.

8. DAMAGE TO PROPERTY

Exhibitors are liable for any damage caused to building, floors, walls, columns, or to standard exhibit equipment or to other exhibitor's property.

9. CANCELLATION

No cancellation shall be acknowledged unless received by FASCA OF TN's Tallahassee office in writing 45 days prior to the start of the conference. Should an exhibitor wish to cancel by this date, a 50% refund will be made by FASCA OF TN; no refunds will be made for cancellations after this time period.

10. FIRE AND SAFETY REGULATIONS

All local regulations will be strictly enforced and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets and fire exits must be left accessible and in full view at all times. All disposable materials and decorations must be flameproof and subject to inspections.

11. LIABILITY AND INSURANCE

Exhibitors are responsible for securing all necessary licenses or consents. Exhibitor agrees to indemnify, defend and hold ASSN harmless from and against any claim of liability and any incident or resulting loss, cost, or damage for failure to obtain these licenses or consents.

12. ELIGIBLE EXHIBITS

FASCA OF TN reserves the right to determine the eligibility of any company or products for inclusion in the meeting and reserves the right to reject, evict or prohibit any exhibit in whole or in part, or any exhibitor, or his representatives, with or without giving cause.

13. NOISY AND OBNOXIOUS EQUIPMENT

The operation of whistles or any objectionable device will not be allowed.

14. EXHIBITOR SALES TAX

The Exhibitor may or may not be prohibited from making or offering to make sales of taxable goods or services without obtaining a Certificate from the purchaser. For more information, contact the Tennessee Department of Revenue.

Hotel Information

The Franklin Marriott Cool Springs Hotel and Conference Center is located near the Cool Springs Galleria mall and in Tennessee's strongest and fastest growing commercial district. This full service upscale hotel is just 20 minutes south of downtown Nashville and minutes from the Brentwood business community and Maryland Farms. Historic Franklin, TN is also just minutes away, where guests can enjoy downtown antique shopping, and historic sites including Civil War battlefields, Historic Carnton, and Carter House.

To make a reservation at the **Franklin Marriott Cool Springs**, please call 888-403-6772 and let them know you are with the "Freestanding Ambulatory Surgery Center Association of Tennessee." Make your reservations by Wednesday, September 1st to receive the negotiated rate of \$139.00. After this date the hotel will not offer rooms to FASCA of TN at this discounted rate.

Tentative Exhibit Schedule

Thursday, September 23, 2010

2:00 p.m. – 5:00 p.m. – Exhibitor Setup

5:30 p.m. – 6:30 p.m. – Reception in Exhibit Hall

Friday, September 24, 2010

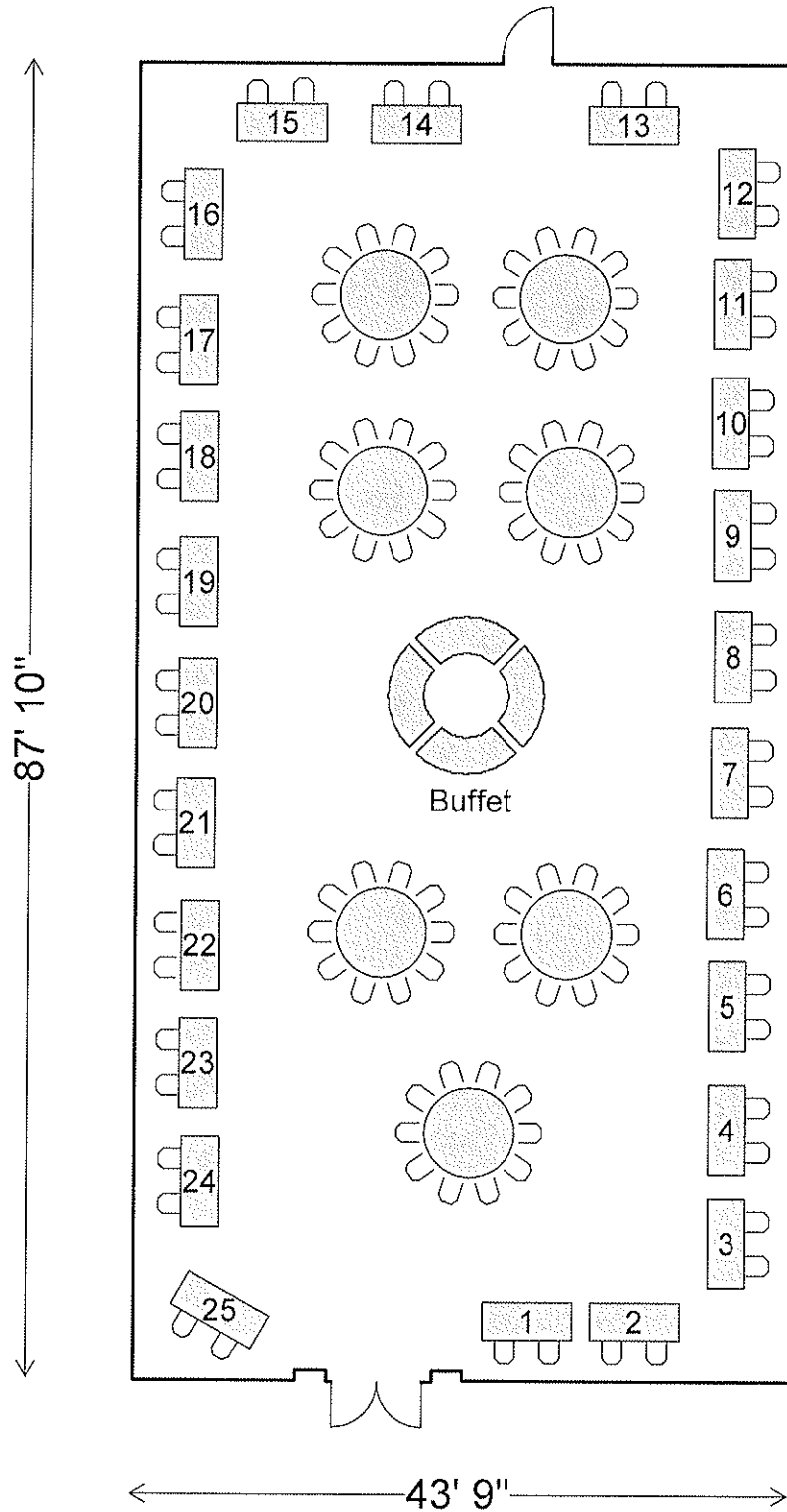
7:30 a.m. – 8:15 a.m. – Continental Breakfast in Exhibit Hall

10:15 a.m. – 10:45 a.m. – Refreshment Break in Exhibit Hall

12:15 p.m. – 1:15 p.m. – Lunch in Exhibit Hall

1:30 p.m. – Exhibitors breakdown

Exhibitor Setup



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