## Sponsorship and Exhibit Space Request Form

# 2nd Annual BREAST CANCER SYMPOSIUM

Controversies in Breast Cancer: Increasing or Decreasing?

June 5-6, 2020

Albany Marriott Hotel 189 Wolf Road, Albany, NY 12205

## **EXHIBIT INFORMATION**

The conference is being held on June 15, 2019. Please have your materials set up in the designated areas by 7:00 am. The space assignments will be clearly marked with a tent card with your company's name on it. Your exhibit space can be either a tabletop display for a 6-foot table, or you may place a freestanding exhibit on the equivalent floor space. Two chairs will also be available. Please do not leave any valuables unattended (e.g., computers).

If you need to mail or deliver boxes, parcels, or equipment to the Albany Marriott, please use the following address:

Albany Marriott Hotel c/o Breast Cancer Symposium [Insert Your Company Name]: 189 Wolf Road, Albany, NY 12205 Ph: 518-458-8444

Please do not hesitate to call our staff if you have any questions.

Phone Number: 1-800-973-0665 Email: exhibits@mymededco.com

## HOTEL BOOKING INSTRUCTIONS

Albany Marriott Hotel 189 Wolf Road, Albany, NY 12205 Ph: 518-458-8444

Overnight accommodations at the Albany Marriott Hotel are offered at a special rate of \$134/night. Hotel rooms are blocked for the night of June 4 and June 5, 2020 only. The hotel will extend the negotiated rate to the nights before and after the conference based upon availability.

You may call the hotel directly to make your reservation at 518-458-8444 and mention Group Code: Med Ed

Reservations must be made by May 23, 2020 to receive the special rate. Event staff will be glad to assist you with any special needs (physical, dietary, etc.).

If you have any questions: please call 800-973-0665 or email exhibits@mymededco.com

### Exhibit Schedule: Friday, June 5, 2020

11:30ам – 12:30рм	Exhibit Set-Up
12:30рм – 1:00рм	Registration and Exhibits
1:00PM	Conference Commences
ТВДРМ	Break, Snack, and Exhibits
ТВДРМ	Exhibit Breakdown
5:00рм	Adjourn

## Exhibit Schedule: Saturday, June 6, 2020

7:00am - 8:00am	Registration and Exhibits
8:00AM	Conference Commences
TBDAM	Break, Snack, and Exhibits
ТВОРМ	Exhibit Breakdown
1:00pm	Adjourn





## 2nd Annual BREAST CANCER SYMPOSIUM

**Controversies in Breast Cancer: Increasing or Decreasing?** 

## **SPONSORSHIP LEVELS\***

#### **Gold = \$5,000**

Includes an opportunity to provide a registration bag insert, and (2) 6-foot tabletop displays or the equivalent floor space.

#### Silver = \$3,750

Includes a bag insert and (1) 6-foot tabletop display or the equivalent floor space.

#### Bronze = \$2,500

Company Name

Includes (1) 6-foot tabletop display.

\* All sponsorship levels include acknowledgment in program materials and on program website. Exhibit space is provided on a first-come, first-served basis and includes

admission to the conference.

## **SPONSORSHIP APPLICATION**

Exhibit spaces are limited. Please complete this form and return it no later than May 29 2020. Make checks payable to: myMedEd, Inc. Mail payment to: 518 S. IL Route 31 #194, McHenry, IL 60050 TAX ID: 82-4893155

## PAYMENT MUST BE RECEIVED BY MAY 29, 2020

If a letter of request and/or W9 is needed, please contact us and we will provide you with the additional documentation you need.

Phone Number: 1-800-973-0665 Email: exhibits@mymededco.com

Exhibit space will consist of 1 or 2 draped 6-foot table(s), each with 2 chairs, or, if preferred, the same size area will be available to accommodate freestanding exhibits. Up to 2 representatives will be allowed to attend the conference.

Contact: Address: City: State: Zip: Phone: Fax: Email:	Company Name.		
Address:       State:       Zip:         City:       State:       Zip:         Phone:       Fax:         Email:       Fax:         Space Type:       6-ft Draped Table(s) for Tabletop Display       Representatives who will be attending:         Image:       0 pen Space for Freestanding Exhibit       1) Representative 1         Image:       1 Table and 1 Open Space (for Gold Sponsors only)       Name:         Will you require a standard electrical outlet?       Yes       No         This form can be mailed, faxed, or emailed to:       Image:       Image:         myMedEd, Inc.       Name:       Image:         Mail:       518 S. Route 31 #194, McHenry, IL 60050       Name:         Fax:       815-331-1279       Company/Title:         Email:       exhibits@mymededco.com       City:       State:	(Company name as it should appear on acknowledgment)		
City:       State:       Zip:         Phone:       Fax:         Email:       Fax:         Space Type:       6-ft Draped Table(s) for Tabletop Display       Representatives who will be attending:         0pen Space for Freestanding Exhibit       1) Representative 1         1 Table and 1 Open Space (for Gold Sponsors only)       Name:         Will you require a standard electrical outlet?       Yes         No       City:       State:         Email:       2) Representative 2         myMedEd, Inc.       Name:         Mail:       518 S. Route 31 #194, McHenry, IL 60050         Fax:       815-331-1279         Email:       expresentative 2         Name:       Company/Title:         Company/Title:       State:	Contact:		
Phone: Fax:   Phone: Fax: Email: Space Type: 6-ft Draped Table(s) for Tabletop Display Open Space for Freestanding Exhibit 1 Table and 1 Open Space (for Gold Sponsors only) Will you require a standard electrical outlet? Yes No <	Address:		
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