



57 Madison Road
Waltham, MA 02453

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CONFERENCE 2010

February 2010

Dear Exhibitor

On Friday, October 29, 2010, The Massachusetts Association for Occupational Therapy (MAOT) is hosting its Annual MAOT Conference 2010. The conference is being held at the Four Points Sheraton Norwood, 1125 Boston Providence Turnpike, Norwood, Massachusetts 02062. We anticipate over 350 Occupational Therapy Practitioners from Massachusetts and surrounding states will attend this one day conference. We are pleased to announce that MAOT's exhibitor and sponsor rates have not increased this year and continue to be a fantastic deal!

MAOT is offering three options for your company to reach conference attendees; Exhibit Hall Display, Literature Table and Conference Sponsorship. Enclosed you will find an information sheet outlining these options in detail.

Discounted Exhibit Ballroom and Literature Table fees are available if your registration is received before July 1, 2010. Early registration also assures your company will be listed in the Conference Program and on MAOT's Web Site.

MAOT Conference Sponsorship opportunities provide an effective way to market to healthcare professionals who have an interest in your company's product or service.

If you have questions, please contact Donna Caira, MAOT Administrative Assistant at 781-647-5556.

Sincerely,

Karen Jacobs
Karen Jacobs, EdD, OTR/L CPE, FAOTA
MAOT Conference Co-Chair

Jean MacLachlan
Jean MacLachlan, MS, OTR/L
MAOT Conference Co-Chair



CONFERENCE 2010 EXHIBIT HALL/ROOM

EXHIBITOR FEE INCLUDES:

- 8 x 3 table with white tablecloth and draping (please indicate on registration if you do not wish to have a table set up for you)
- 2 chairs
- One free conference registration.
- Access to attendees email addresses (subject to individual disclosure at registration).
- Continental breakfast and lunch for two exhibit staff
- Early registration assures listing in Conference Program and listing on MAOT's Web Page.

AMENITIES AVAILABLE:

- Access to electricity for additional fee
- Telephone availability for additional fee
- Special overnight rates at the Westford Regency Inn and Conference Center (978 692-8200)
- Internet Access for additional fee

IMPORTANT INFORMATION:

- Unopposed exhibit time
- Exhibit Hall is open for exhibit setup at 6:00 am the day of the conference
- We request that exhibits remain open until after the last session which begins at 3:30 pm
- A Conference Program will be sent to all exhibitors who register

CANCELLATIONS:

- There is a 10% handling fee for all exhibit cancellations up to two weeks prior to the event.
- Cancellation in the two weeks prior to the event fees will be nonrefundable.

LITERATURE TABLE

TABLE FEE INCLUDES:

- 200 pieces of your company's literature displayed on a prominent table for conference participants to take
- Your company's literature restocked throughout conference
- Early registration assures listing in Conference Program and listing on our Web Page.

ADVERTISE IN MAOT'S 2010 PROGRAM

- ¼ page advertisement - \$100.00
- ½ page advertisement - \$175.00
- Full page advertisement - \$250.00



CONFERENCE SPONSOR OPPORTUNITIES 2010

BENEFITS OF SPONSORSHIP:

- Effective way to market to healthcare professionals who are interested in your company's product/service
- Target specific conference event
- A Sponsor will be recognized in the Conference Program
- Sponsors' name will be prominently displayed throughout, the day of the conference

SPONSORSHIP OPPORTUNITIES:

- Platinum Sponsorship: Tote bags – advertise on a tote bag which will be given to all attendees on conference day. For your sponsorship you will also be granted advertising space in our brochure and on our postcards which are delivered to more than 3,000 OT practitioners.
\$3,500
- Platinum Sponsorship (2): Conference luncheon – An advertisement for your company will be placed at each place setting during lunch. For your sponsorship you will also be granted advertising space in our brochure and on our postcards which are delivered to more than 3,000 OT practitioners.
\$3,500
- Gold Sponsorship: Conference breakfast – Your Company will receive advertising space in our brochure and a poster announcing your sponsorship will be placed at the breakfast buffet.
\$2000
- Silver Sponsorship: Conference keynote speaker - Your Company will receive advertising space in our brochure and a poster announcing your sponsorship will be placed at the podium of the keynote speaker.
\$1000
- Bronze Sponsorship: Conference afternoon break - Your Company will receive advertising space in our brochure and a poster announcing your sponsorship will be placed at the breakfast buffet.
\$500

If these sponsorships do not meet your company's need, please contact Donna Caira, MAOT Administrative Assistant at 781-647-5556, to discuss customizing a sponsorship tailored to your need.



Exhibitor Registration 2010

Please type or print clearly on this form. All information should be stated as you would like it to appear in the Conference Program Guide and on nametags.

Organization Name: _____

Street: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

E-Mail: _____

Contact Person: _____

Contact Telephone: _____

OPTIONS	BEFORE 7/1/2010	AFTER 7/1/2010
Exhibit Ballroom	\$425.00	\$525.00
Non Profit Ballroom	\$300.00	\$375.00
Literature Table	\$100.00	\$175.00
TOTAL:		
Credit Card – MC/VISA #		Exp.

Advertise on our web page by putting your URL link and a logo. Additional \$50.00 charge!

Please check here if a table is NOT required within your vendor space.

Exhibit Staff Information:

Name Exhibit Staff 1: _____

Title: _____

Name Exhibit Staff 2: _____

Title: _____

**Mail Exhibitor form to: MAOT, 57 Madison Road, Waltham, MA 02453 or
Fax to 781 642 9742**