Governor’s Letter

On behalf of our members, I invite you to participate in the 2014 Texas Chapter of the American College of Physicians annual meeting, the largest statewide gathering of internists in Texas, to be held at the Hyatt Regency Downtown, November 15-16. We limit tabletop exhibits to the first 42 companies to apply, so I encourage you to respond as soon as possible.

The American College of Physicians (ACP) is the nation’s largest medical specialty society. Membership in the Texas Chapter of the ACP includes more than 6,700 physicians in general internal medicine and related subspecialties including allergy and immunology, cardiology, endocrinology, gastroenterology, geriatrics, hematology, infectious diseases, nephrology, oncology, pulmonary disease, and rheumatology. Our mission is to promote quality health care for all Texans through strengthening the practice of internal medicine.

To reserve your space, simply complete the enclosed form and return it to the TXACP Business Office. Thank you for your support and I hope to see you in Houston this November.

Sincerely,

Robert Jackson, MD, FACP
Host Governor, ACP Texas Southern Region

Texas Chapter of the ACP Exhibitor Invitation to Exhibit
November 15-16, 2014
Hyatt Regency Downtown
Houston, TX

Why Should My Company Exhibit at the TXACP Annual Meeting?

- Access to hundreds of internists from across the state
- Showcase your latest products and services
- Develop valuable business contacts and relationships with internists from around the state
- Raise your company profile among Texas internists
- Promote your company through event signage, the TXACP newsletter and the TXACP Web site
- Opportunity to sponsor various events throughout the meeting
**$1,350 Exhibitor**

- Unique opportunity to meet with and market your products/services to internists from across Texas
- One 6’x30” table with two chairs located in the official TXACP Exhibit Hall
- Complimentary breakfasts and refreshments in exhibit hall
- Recognition in all on-site program materials
- A roster of Pre-registered attendees before the meeting, on-site at the meeting, and a final attendee roster following the meeting

**$2,000 Silver Level Sponsor**

All exhibit benefits listed under Exhibitor, plus:

- Recognition in on-site program if application is received by October 10, 2014
- Special recognition in the TXACP Newsletter
- Special signage for booth tops
- Distinguishing ribbons for company that provided name tags
- TXACP Exhibits Passport--Physicians who visit each booth by the Sunday morning refreshment break will be eligible for a grand prize drawing
- Exclusive sponsorship for one of the following events (please indicate preference on application): Saturday Women in Medicine Breakfast or Saturday Advancement to Fellowship Breakfast.

**$4,000 Gold Level Sponsor**

All exhibit benefits listed under Exhibitor and Silver Sponsor, plus:

- Special recognition in the TXACP Newsletter and a link to your company website from the exhibitor list
- Company description (250 character limit) to appear in on-site program
- Meeting advertising on-site handout. (Advertisers will provide TXACP with a PDF ad to be inserted into the on-site handout ½ page ad in the syllabus)
- Exclusive sponsorship for one of the following events (please indicate preference on application): Saturday Continental Breakfast, Saturday Afternoon Break, or the Sunday Continental Breakfast.

**$6,000 Platinum Level Sponsor**

All exhibit benefits listed under Exhibitor, Silver, and Gold Exhibitors, plus:

- Prime exhibit space in the exhibit hall
- A second complimentary 6’x30” exhibit table, available by request
- Recognition featuring your logo and link to company in all advance promotion if application and logo are received by October 10, 2014
- Daily Recognition
- Full page ad in the syllabus
- Exclusive sponsorship for one of the following events (please indicate preference on application): Friday Board of Directors Dinner, Saturday Annual Business Meeting and Awards Luncheon, or the Saturday Cocktail Reception.
EXHIBITOR POLICIES

Size and Type of Exhibits
Exhibit space is limited to 6-foot table-top displays. Exhibitors must conform to this space requirement and should plan displays accordingly. Taping or hanging of materials on walls is prohibited.

Exhibitors shall be limited to those whose products or services are related to physicians’ medical, professional, or practice interests.

Due to limited space, exhibiting firms are asked to limit their representatives to two at any given time.

Electrical, telephone, and internet connections are not provided by TXACP, but may be ordered through the hotel. The exhibition hall is carpeted.

Exhibit table numbers and space assignments will be available to the exhibitors upon arrival for exhibitor set-up.

Responsibilities
Hotel storage for display materials is limited; therefore, shipments will not be accepted prior to November 10, 2014.

Shipping information and forms to request electrical, telephone and internet services will be provided.

Payment
Payment must be received by October 10, 2014, or TXACP reserves the right to release your booth space.

TXACP reserves the right to assign exhibit space, change the floor plan or move an exhibitor’s exhibit space without prior notice, if TXACP determines that it is in the best interest of the annual meeting.

Checks should be made payable to the Texas Chapter of the ACP and mailed to TXACP at 401 W. 15th Street, Austin, TX 78701. TXACP also accepts payment via MasterCard, Visa, American Express or Discover. No booth space will be reserved until payment is received.

Notice of cancellation must be submitted in writing to the TXACP business office. In order to receive a refund, less a $150 processing fee, notification must be postmarked no later than Friday, October 10, 2014.

Non-attendance does not constitute notice of cancellation. If an exhibit table is not set by 7:00 am Saturday, Nov. 15, the table may be assigned to a company on the wait list or converted to a common area.

QUESTIONS
Rebecca Lawson, Exhibits Manager
Texas Chapter of the ACP
401 West 15th Street
Austin, Texas 78701

Phone: (512) 370-1463
Fax: (512) 370-1626
Rebecca.lawson@texmed.org
Friday, November 14, 2014
3:30 – 5:30 pm Preliminary setup

Saturday, November 15, 2014
6:00 – 7:00 am Setup for all exhibitors
7:00 – 7:50 am Continental Breakfast (Exhibit Hall)
10:15 – 10:35 am Break (Exhibit Hall)
12:00 – 1:15 pm Business Lunch for Physicians Only
3:30 – 4:00 pm Break (Exhibit hall)
4:45 - 5:45 pm Cocktail Reception

Sunday, November 16, 2014
7:00 – 11:00 am Exhibits open
7:15 – 8:15 am Continental Breakfast (Exhibit Hall)
9:45 – 10:15 am Break (Exhibit Hall)
10:30 am – 12:00 pm Exhibits tear down

**Events in bold are considered peak traffic periods, and exhibitors are asked to remain in the exhibit hall during these times.**