Exhibit Prospectus

GAARRC 2019
The 45th Annual Gulf Atlantic Anesthesia Residents’ Research Conference
May 3-5, 2019 | Clearwater Beach, FL | GAARRC.cme.ufl.edu
INVITATION TO EXHIBIT

On behalf of course director Sean Kiley, MD, I am writing to request your support as an exhibitor for the upcoming 45th Gulf Atlantic Anesthesia Residents’ Research Conference (GAARRC). This program, now in its 45th year, will be held at the Opal Sands in Clearwater Beach, Florida.

The intended audience consists of ~65 anesthesiologists, residents, and fellows. This annual, professional meeting focuses on presentations by resident physicians from anesthesiology programs based in the Southeastern region of the United States. This conference is a great opportunity to make and solidify relationships, fulfill your marketing needs and sales objectives through person-to-person communication and marketing.

A draft agenda can be found on the program website at http://gaarrc.cme.ufl.edu/agenda.

Exhibits will be located outside the meeting room, near the area where breakfast, lunch and refreshment breaks will be served. Please submit the Exhibitor Contract if you are able to participate, and review the information in this prospectus for important details. Please note that the Exhibitor Contract is due as soon as your organization has approved participation, and payment is expected prior to the conference.

We appreciate your support of our programs, and hope that you and/or another representative will be able to join us. Please don’t hesitate to contact us if you have any questions or need additional information.

Best,

Gianna Gamache
CME Conference Coordinator
UF Continuing Medical Education
PO Box 100233, Gainesville, FL 32610
352-733-0064 phone
352-733-0007 fax
The key target audience for GAARRC remains anesthesiologists, residents, and fellows. GAARRC is designed to create an environment where resident physicians can speak about their research interests and activities in a low-key atmosphere without stress. This annual, professional meeting focuses on presentations by resident physicians from anesthesiology programs based in the Southeastern region of the United States.
**Exhibit dates and Hours**

Please note that while there are dedicated exhibit hours during the conference, the exhibit hall is open to participants and faculty at all times during the conference.

**Friday, May 3, 2019**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>2:00pm</td>
<td>SET-UP</td>
</tr>
</tbody>
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*Attendees may check in from 3:00pm-5:00pm on Friday. Exhibitors are welcome to set up before this and network with attendees, however it is not a designated exhibit time.

**Saturday, May 4, 2019**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>7:00am – 8:00 am</td>
<td>Exhibit Time—Registration and Breakfast</td>
</tr>
<tr>
<td>10:00am – 10:15 am</td>
<td>Exhibit Time—Break</td>
</tr>
<tr>
<td>12:15pm – 1:30 pm</td>
<td>Exhibit Time—Break for Lunch (Flow)</td>
</tr>
<tr>
<td>2:15pm – 2:30 pm</td>
<td>Exhibit Time—Break</td>
</tr>
<tr>
<td>Anytime after 2:30pm</td>
<td>BREAK-DOWN</td>
</tr>
</tbody>
</table>

**Post-Conference Reception**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>Saturday, May 4, 2019</td>
<td>Exhibitors are welcome to join us for the evening reception after the conference, however it is not a designated exhibit time.</td>
</tr>
<tr>
<td>6:00pm – 8:00pm</td>
<td></td>
</tr>
</tbody>
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Exhibit Fee: $750

Included in All Exhibit Booth Rentals

- One 6ft draped table and chairs
- Free “non-credit seeking” conference registration for up to 2 reps
- Electrical Service (based on availability)

Participant Raffle

We encourage participants to interact with exhibitors by raffling off a prize at the end of the conference. For participants to enter the raffle, they must take their raffle card to all of the exhibitors in the hall and have them sign off. This serves to “break the ice” between the exhibitors and participants as well as encourage the participants to interact with every exhibitor in the hall.

Payment Information

Payments can be made online or by check.

Online
To make your payment online, please visit gaarrc.cme.ufl.edu and click on the registration tab. All major credit cards are accepted.

By check
Checks should be made payable to the University of Florida.
Our tax ID # is 59-6002052.

All checks sent by FedEx should be sent to
UF Continuing Medical Education
720 SW 2nd Ave, Suite 575
Gainesville, FL, 32601

All checks sent by regular mail should be sent to
UF Continuing Medical Education
P.O. Box 100233
Gainesville, FL, 32610
**LOCATION INFORMATION**

![Opal Sands](image)

**Opal Sands**  
430 S Gulfview Blvd  
Clearwater Beach, FL 33767

Group Rate reservation instructions for the Opal Sands can be found on our website at:  
[http://gaarrc.cme.ufl.edu/location/venue/](http://gaarrc.cme.ufl.edu/location/venue/)

**SHIPPING INFORMATION**

Please send all shipments to:  
Opal Sands  
Group: UF CME, GAARRC, May 3-5, 2019  
**Attention: Lynne Grant**  
Hold for: Your name and company  
430 South Gulfview Blvd  
Clearwater Beach, FL 33767

**Hotel’s Box Handling Fees per Day**

<table>
<thead>
<tr>
<th>Weight</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Pallet</td>
<td>$100.00 per pallet</td>
</tr>
<tr>
<td>50lbs or less</td>
<td>$5.00 per box</td>
</tr>
<tr>
<td>50-75lbs</td>
<td>$8.00 per box</td>
</tr>
<tr>
<td>75-150lbs</td>
<td>$10.00 per box</td>
</tr>
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Packages should arrive at the hotel no earlier than five (5) days prior to the date required. All shipping costs are the responsibility of the exhibitor.

**EXHIBIT RULES AND REGULATIONS**

Exhibitors agree to hold the University of Florida harmless from and against any and all claims and damages arising out of exhibitors’ negligence or willful misconduct as a result of exhibitors exhibiting at the Gulf Atlantic Anesthesia Residents’ Research Conference in Clearwater Beach, FL. Exhibitors also agree to abide by policies and regulations of the venue, the Opal Sands

**ACCME Guidelines**

No materials promoting the goods and/or services of a commercial entity shall be displayed or distributed in the same room immediately before, during or after an educational activity certified for credit takes place. Representatives of commercial companies may attend an educational activity but may not engage in sales activities while in the room where the educational activity takes place.

**Booth Assignment**

Booths will be assigned at the discretion of the CME office.

**Exhibit No-Shows**

A company that reserves booth space and fails to inform the CME office in writing of its plans not to attend automatically forfeits 100% of the total cost of the exhibit space assigned. Exhibiting companies will be considered a no-show if the booth space is unoccupied by 10am on the day you are scheduled to exhibit.

**Subletting Space**

Subletting of exhibit space is prohibited. Sharing of exhibit space is not permitted unless it is within divisions of the same company and approved by the CME office.