



THE SOUTH CAROLINA SOCIETY for RESPIRATORY CARE

46th Annual Conference, September 5-8, 2017

VENDOR INFORMATION

The conference will be held at The Hilton Myrtle Beach Resort located at 10000 Beach Club Dr. Myrtle Beach on September 5-8, 2017. **The Exhibit Hall will be open for the manager/direct or session on Wednesday September 6, 2017 from 5:00-6:30pm. The general vendor session will be Thursday September 7, 2017 12:45-3:45.** The vendor hall will be available for set up by **12 pm** on Wednesday. Lunch will be available for vendors on Thursday at **12pm**. The exhibits will be timed with a luncheon in the Exhibit Hall. Online Registration is now available, please visit [Exhibitor Registration](#)

BOOTH INFORMATION

All booths are 8' X 10' and include a table, drop cloth, general lighting, and security. Companies can register representatives, which includes registration to all educational sessions and social functions. Each tier has a specified number of registrations included, additional reps can register for an additional fee, up to a maximum of four representatives per booth. Exhibitors are restricted to individuals from the same company.

	Bronze	Silver	Gold	Platinum
Cost	\$750*	\$1500	\$2000	\$2500
Booth	Single	Single	Single	Double
Registration	1 vendor	2 vendors	4 vendors	6 vendors
Features	Web ad *Additional fee for Electrical hookups	¼ page program ad Web Ad Free Electrical hookup- please mark on registration form if needed	½ page program ad Web Ad Free Electrical hookup- please mark on registration form if needed Preferred booth if available Reduced region meeting booth	Full page program ad Web Ad Free Electrical hookup- please mark on registration form if needed Pick your booth* Free region meeting booth

We invite all vendors to participate in the 2017 annual meeting. Registered representatives are invited to partake in all conference lectures and activities. We have always appreciated your support and look forward to receiving your registration soon. Please do not hesitate to contact the program committee for more information or to answer any questions. Email: program@scsrc.org

SCSRC 46th Annual Conference

SPEAKER SPONSORSHIP

The SCSRC will accept full speaker sponsorships provided by vendors to include speaker's travel expenses, hotel fees and honorariums if required. Vendors that provide a sponsored speaker are eligible to receive a basic booth free of charge*. Speakers MUST complete the SCSRC Speaker Form **prior to July 1, 2017** to allow time to obtain AARC credits. Speaker scheduling can be coordinated through the SCSRC Program Committee.

Link to **AARC Speaker Form** on SCSRC website: [Speaker Registration](#)

PRE-CONFERENCE SPONSORSHIP

The 2017 SCSRC Annual Conference will include a pre-conference on Tuesday 9/5/2017. This may include specialty multi-hour courses and/or certifications. If you are interested in sponsoring/providing the 2017 pre-conference please contact a member of the SCSRC Program Committee. program@scsrc.org

PROGRAM ADVERTISING

Vendor tiers include program advertisements. Vendors are responsible for submitting high quality/high resolution advertisements by the deadline or this option will be voided from your package. Program-only sponsorship/advertising is available for any company or business. Programs will be 5.5"W x 8.5"H and will have a 1/8" bleed. Submit all program-ready, high quality/high resolution advertisement electronically via email to quinnja@musc.edu **Deadline for ad submissions is July 14, 2017.**

ROOM RESERVATIONS

Reservations for the South Carolina Society for Respiratory Care 46th Annual Meeting may be made by calling the Hilton Myrtle Beach Resort. Please inform the reservations operator that you are attending the SCSRC Annual meeting to receive the convention rate (**use code SSR**). Stay up-to-date with the conference by visiting our website at www.scsrc.org.

RESERVATIONS REQUESTS

Hilton Myrtle Beach Resort

10000 Beach Club Dr,

Myrtle Beach, SC

29572

Phone: 1-800-876-0010

Select either the Hilton or Royale Palms Option

EXHIBITION RULES

The following rules and regulations are not intended to restrict exhibitors, but to provide an environment where all exhibitors can operate without undue interference from other exhibitors.

All of the exhibitors must keep within the area contracted. No person, sign, distribution of materials or other attention-attracting devices will be permitted outside the contracted area. Clients shall be contacted and all business activities of the exhibitor shall be conducted within the allotted space. Exhibitors at each table are restricted to individuals from the same company.

1. There will be **NO SMOKING** in the exhibit hall.
2. Companies wishing to reserve a block of exhibit space may do so by providing the Industrial Liaison with a list of vendors assigned to each booth space.
3. Exhibit space pricing is based on tier level selected.
4. Exhibits shall not be installed or dismantled prior to the time designated by the SCSRC and the Industrial Liaison.
5. All exhibitors requiring the use of compressed gases shall comply with all NFPA and local fire code safety regulations.
6. Each exhibitor must make provisions for safeguarding his/her goods, materials, equipment, and displays at all times. General Security will be provided by the SCSRC for the convention period, but the SCSRC will not be responsible for loss or damage of any materials by any person or for any cause.
7. Each exhibitor must keep an attendant at his/her exhibit area during the open hours. (Listed under Exhibit set-up and hours)
8. Prize awards, drawings or contest in the exhibit hall will only be allowed with the approval of the SCSRC Program committee.
9. Refunds will be granted provided the Industrial Liaison is notified in writing fourteen (14) days prior to the meeting. A processing fee of **\$100.00** will be assessed on all refunds.
10. Practicing Respiratory Care Practitioners working in recruitment booth are subject to the same rules and regulations as other vendors and manufacturers.
11. Sub-letting booth space with another company is not permitted.
12. There will be no selling of products of any kind in the exhibit hall.
13. Each exhibitor is responsible for his/her own lodging accommodations. Identify yourself as a participant of the SCSRC Annual Meeting to receive the convention rate **(code SSR)**.
14. Exhibitors must be employees/authorized agents of the company contracting for exhibit space.
15. Gold/Platinum Sponsors: Booth selections based on availability. Please provide secondary choice. Regional meeting price reductions are good for any 2017/2018 SCSRC regional meeting of choice.

****The SCSRC will no longer be able to provide oxygen cylinders for vendors. If you need assistance obtaining cylinders we can provide you with an area distributor. Compressors are allowed in the vendor hall.**

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EXHIBIT SET-UP, HOURS AND DISMANTLING

Exhibitors will be responsible for the following:

1. **Having their exhibits shipped and received. Please call the conference services for information about shipping exhibit materials: (843) 650-6300.**
2. **Setting up and dismantling exhibit.**

The Hilton will have tables set up and electrical outlets available for set-up on Wednesday, September 6, 2017, from 12:00pm to 5:00pm. Exhibitors must be set up and ready by 5:00pm.

Special cocktail reception for managers/directors: 5pm-6:30pm Wednesday 9/6/2017.
Exhibit hours for all meeting participants **12:45pm - 3:45 pm** Thursday 9/7/2017.
All exhibits must be dismantled and removed by 5:00 pm on Thursday 9/7/17.

Proposed Agenda

Tuesday, September 5, 2017	1:00pm – 5:30pm	Registration
	2:00pm – 5:00pm	Pre-conference
	6:00pm – 8:00pm	Poster Sessions/Wine & Cheese Reception
Wednesday, Sept 6, 2017	7:00am – 8:00am	Registration/Breakfast
	8:00am – 4:45pm	Education Sessions
	5:00pm – 6:30pm	Manager/Director Exhibit Hall
	7:00pm – 11:00pm	Annual Celebration Event
Thursday, Sept 7, 2017	7:00am – 8:00am	Registration/Breakfast
	8:00am – 12:15pm	Education Sessions
	12:45pm – 3:45pm	EXHIBIT HALL/Lunch
	4:00pm – 6:00pm	Games on the lawn/Door prize drawings at 4
Friday, Sept 8, 2017	7:00am – 8:00pm	Registration/Breakfast
	8:00am – 12:30pm	Education Session

If you have any questions or need additional information, please contact us:

Janice Quinn Program Committee Chair (quinnja@musc.edu / 843-270-1144)

Chris Kling Program Committee Member (kling@musc.edu / 843-876-6747)

Tracy Cook Treasurer tlcook@hotmail.com / 803-315-8288)

We hope you and your company will be able to attend the meeting. We could not offer this high quality educational meeting without your valued support.

Sincerely,

Janice Quinn
Program Committee Chair

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South Carolina Society for Respiratory Care

South Carolina Society for Respiratory Care Sponsor Package/Registration Form

Company Name	
Address	
Contact Name	
Telephone/Fax	
E-mail	
Sponsorship Level	<ul style="list-style-type: none"> <input type="radio"/> Bronze (\$750) <input type="radio"/> Silver (\$1500) <input type="radio"/> Gold (\$2000) Booth # Requested* _____ <input type="radio"/> Platinum (\$2500) Booth # Requested* _____ <input type="radio"/> Speaker Sponsorship <input type="radio"/> Workshop Sponsorship
Exhibitor Names (list all persons included)	<ol style="list-style-type: none"> 1. _____ - <i>Exhibitor in Charge</i> 2. _____ 3. _____ (Gold & Platinum Tiers or add \$200) 4. _____ (Gold & Platinum Tiers or add \$200) 5. _____ (Platinum Tier Only) 6. _____ (Platinum Tier Only)
Speaker Information (Contact Info & Topic)	
Advertisement Only <i>**Must submit ad by deadline in correct format</i>	<ul style="list-style-type: none"> <input type="radio"/> Back Cover* \$500 <i>*Based on Availability</i> <input type="radio"/> Full Page Ad \$200 (Free for Platinum Tier) <input type="radio"/> Half Page \$100 (Free for Gold Tier) <input type="radio"/> Quarter Page \$50 (Free for Silver Tier) <input type="radio"/> Business Card* \$30 (Free for Bronze Tier)
ELECTRICAL NEEDS	# Of Electrical Outlets Required: _____
Payment TOTAL:\$ _____ <small>SCSRC Tax ID #: 237092114</small>	<input type="checkbox"/> Credit Card Type: Card #/Exp. Date: Name on Card: Card Billing Address: <input type="checkbox"/> Check (Payable to SCSRC) <input type="checkbox"/> PayPal payment: pay to treasurer@scsrc.org

Please complete this form submit to quinnja@musc.edu with payment or mail check payable to the SCSRC to the address below. For faster processing submit completed forms electronically.

SCSRC c/o Tracy Cook- Treasurer
 247 Larkspur Road
 Columbia, SC 29212

 Authorized Signature and Title

 Date

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*****HILTON ELECTRICAL FORMS*****

*****CONVENTION MAKERS FORMS*****