Meaning in Medicine
COMPASSION AND CONNECTION

2020 ACGME Annual Educational Conference
FEBRUARY 27 – 29, 2020
SAN DIEGO
Dear Prospective Exhibitor:

The Accreditation Council for Graduate Medical Education (ACGME) is pleased to announce that the 2020 Annual Educational Conference, being held at the Marriott Marquis San Diego Marina and Hilton San Diego Bayfront in San Diego, California, will once again include an Exhibit Hall for vendors offering educational products and innovations for the graduate medical education (GME) community. This year, sessions will be offered in both hotels, and the Exhibit Hall will be in the Marriott Marquis, in the Pacific Ballroom.

Who We Are?

The ACGME is an independent, not-for-profit, professional organization responsible for the accreditation of approximately 11,200 residency and fellowship programs and the more than 800 institutions that sponsor them in the United States. Residency and fellowship education is the period of clinical education in a medical specialty that follows graduation from medical school and prepares physicians for the independent practice of medicine in a specialty or subspecialty. The ACGME’s volume of accredited programs makes it one of the largest accrediting agencies in the world. Stakeholders of the ACGME’s accreditation process are residency and fellowship programs, their Sponsoring Institutions, residents, fellows, medical students, patients, payors, government, and the general public. Accreditation offers these stakeholders assurance that a GME program and its Sponsoring Institution meet an accepted set of established educational standards.

Who Attends the ACGME Annual Educational Conference?

The ACGME Annual Educational Conference gives participants the opportunity to receive the latest information regarding accreditation, education, assessment, and the clinical learning environment, and to gain perspective on innovations in GME. The 2019 conference hosted close to 4,000 attendees, including designated institutional officials (DIOs), program directors, associate program directors, coordinators, faculty members, deans, department chairs, residents, and fellows. Last year’s attendee breakdown:

<table>
<thead>
<tr>
<th>GME Role</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant/Associate Dean</td>
<td>89</td>
</tr>
<tr>
<td>Assistant/Associate DIO</td>
<td>65</td>
</tr>
<tr>
<td>Assistant/Associate Program Director</td>
<td>221</td>
</tr>
<tr>
<td>Chair of Department</td>
<td>20</td>
</tr>
<tr>
<td>Dean</td>
<td>14</td>
</tr>
<tr>
<td>Designated Institutional Official (DIO)</td>
<td>323</td>
</tr>
<tr>
<td>Educational Researcher</td>
<td>23</td>
</tr>
<tr>
<td>Faculty</td>
<td>158</td>
</tr>
<tr>
<td>GME Director</td>
<td>176</td>
</tr>
<tr>
<td>GME Institutional Program Coordinator/Administrator/Manager</td>
<td>274</td>
</tr>
<tr>
<td>Hospital Administration/Leadership</td>
<td>118</td>
</tr>
<tr>
<td>Medical Organization Employee</td>
<td>255</td>
</tr>
<tr>
<td>Program Coordinator/Administrator/Manager</td>
<td>970</td>
</tr>
<tr>
<td>Program Director</td>
<td>687</td>
</tr>
<tr>
<td>Resident/Fellow</td>
<td>99</td>
</tr>
<tr>
<td>Other</td>
<td>150+</td>
</tr>
</tbody>
</table>
Who Should Exhibit?

Vendors marketing educational tools, software, and patient management solutions, as well as financial management companies, job recruiters, organizations providing academic journals and publications, administrative software, analytical services, community health services, consulting services, continuing education programs, curriculum management, data collection, health care informatics, insurance companies, institutional advancement consulting, legal counsel, wellness, and several other non-profit organizations are invited to exhibit. The ACGME reserves the right to decline any applications inconsistent with the educational focus of the conference or to the field of medicine.

Past Exhibitors:

AAMC’s Academic Medicine & MedEdPORTAL
Altus Assessments Inc. (CASPer)
AMA GME Competency Education Program
AMA Insurance Agency, Inc.
American Association of Colleges of Osteopathic Medicine
American Board of Medical Specialties
American College of Academic Addiction Medicine
American Medical Residency Certification Board
Arnold P. Gold Foundation
American Osteopathic Association
Amirsys, Inc.
Association for Hospital Medical Education
Astute Doctor Education
Attending Life
Bayhealth Medical Center, Inc.
Carle Health System
Challenger Corporation
Clinical Information Sciences
Decker / Weekly Curriculum™
DocCom: Online Communication Learning Curriculum
Doximity
e-Handoff, Inc.
ECFMG | FAIMER
ECG Management Consultants
Falcon HCA
Federation of State Medical Boards
Finity Group, LLC
Florida State University College of Medicine
GME Solutions
Good Samaritan
Greplytx,Inc
HarrisLOGIC, LLC
HCA Training Program Outreach
HCPro
Hursh & Hursh, P.C.
I-PASS Patient Safety Institute
InsMed Insurance Agency, Inc.
Intelligent Video Solutions
Isabel Healthcare, Inc.
isseek.ai.
Javelin IO
Jefferson School of Population Health, Thomas Jefferson University

Last Year’s Regional Breakdown:

West: 16%
Midwest: 24%
Northeast: 22%
South: 33%
International: 5%
Past Exhibitors Cont’d

Journal of Graduate Medical Education
Kaplan Medical
Kognito
Keck School of Medicine of USC, Master of Academic Medicine
LifePoint Health
Limbs & Things
Listrunner
MCG Health
Med-Challenger
Mead Johnson Nutrition
MedHub
MyEvaluations.com Inc.
National Board of Osteopathic Medical Examiners
NEJM Knowledge+
New Innovations
NYU WISE Programs
Ochsner Clinical School - The University of Queensland
Olympus America Inc.
Office of Prescription Drug Promotion/Food and Drug Administration
OtoSim Inc.
Partners In Medical Education Inc
Penn Med Ed Master’s Program
Plum Flower Software
PracticeLink
PracticeMatch
Practitioner Contracting Services
Residency Funding Solutions
Residency Partner
ResQ Medical
Seed Global Health
Siskind Susser PC - Immigration Lawyers
Simbionix USA Corporation
SoFi
SonoSim, Inc
StatPearls
TAGME
TDS Health
Tennessee Center for Health Workforce Development
The University of Arizona Center For Integrative Medicine
Thalamus
Thieme
The Wright Center for Graduate Medical Education
TrueLearn
University of Tennessee Physician Executive MBA Program
US Army
VRmagic
WardManager
Well-Being Index
WellStar Health System
Wipfli LLP
Wolters Kluwer
Yakima Valley Farm Workers Clinic

What Past Exhibitors Have to Say About Their Experience…

“Large amount of exposure to our market.”

“This was the first time exhibiting at ACGME – we’ve only done specialty conferences and career fairs in the past. The make-up of the attendees was much broader in scope than our usual physician-only efforts, so I would definitely say our expectations have been met.”

“My favorite part of exhibiting at the AEC was the opportunity to talk with GME leaders in person.”

“Overall great showing of DIOs/directors/coordinators, etc. Our exact target audience and always a pleasure exhibiting.”
Why Exhibit?

BRAND VISIBILITY
The ACGME Annual Educational Conference is the LARGEST gathering of the GME community in the country, and it provides opportunities for vendors to connect directly with their target audience. All exhibitors have two days to promote their products and services while networking with the GME community and increasing brand visibility with attendees.

ENGAGE AND CONNECT
The Annual Educational Conference allows vendors to engage with attendees about current developments and advances in GME, while also offering a space to enhance relationships with old and new industry colleagues! The ACGME continues to provide unique opportunities for attendees in the Exhibit Hall, which ultimately drives traffic in and allows for more networking.

SPONSORSHIP OPPORTUNITIES (NEW!)
For the first time ever, the ACGME is offering Sponsorship Opportunities for exhibitors to purchase! This new opportunity will allow exhibitors to increase their exposure by taking advantage of one of our promotional sponsorship opportunities! Be sure to check out the Sponsorships section in this prospectus to learn more about making your brand stand out and increasing your booth traffic!

What Do We Provide?

Booths are available on a first-come, first-served basis, and there are limited numbers of both in-line and corner booths. Non-profit booths have dedicated space on the floorplan for the discounted rate of $3,000. All non-profit booths must submit a 501c3 document to receive the discounted rate.

Fees:
Corner Booth: $4,000
In-line Booth: $3,500
Non-profit Discount (with documented verification): $3,000

Fee includes:
• Access to the conference attendee Wi-Fi (note this Internet access is used by all conference attendees and may not guarantee full connection at all times. Additional Wi-Fi services are available for purchase in the Exhibitor Kit.)
• 10-foot X 10-foot space with draping
• 1 6-foot table and 2 chairs
• 1 wastebasket
• Exhibitor information on the ACGME Conference Mobile App
• 3 complimentary registrations for the conference that allow vendors to attend educational sessions and eat meals
• An attendee list for those conference attendees who chose to disclose their information— to be used during the conference only. This list will be distributed on the first day of the conference.
• Job recruiters will be able to post up to 5 job postings in the Conference Mobile App.
There will be a dedicated section for job postings for all attendees to view!
NEW! Sponsorship Opportunities

**COFFEE BREAKS: $6,000 PER BREAK**
As a coffee break sponsor, your brand is present for the coffee break you purchase at both the Marriott and the Hilton. Your sponsorship will be acknowledged with two 22” x 28” on-site posters and and in marketing materials (website and separate exhibitor sponsorship directory recognition on the mobile app). The break will be listed as Refreshment Break-Sponsored by [EXHIBITOR NAME] on the on-site signage and in the mobile app.

**RECHARGE LOUNGE: $10,000**
AEC Attendees will thank you for sponsoring this relaxing space, which is located in the Exhibit Hall and generates ongoing traffic throughout the duration of the conference. Your company name and logo will be displayed in the Recharge lounge area from the opening of the exhibit hall through the closing. Hours will vary based on activity and breaks being held in exhibit hall. This area will include a smoothie bike, a sectional sofa w/charging stations, and its own area in the hall. The smoothie bike will be during the Welcoming Reception only. This space will also include a spa water station for both Friday and Saturday. At your expense, this sponsorship allows for you to provide giveaway items and promotional materials.

**DIRECTIONAL FLOOR DECALS: $1,000**
Exclusive opportunity to direct conference attendees straight to your booth with these highly-visible, color floor decals on the Exhibit Hall floor. The decals will be 2’ x 3’ squares that display your company name and/or logo and will be strategically placed within the conference center – an excellent way to maximize your booth traffic. ACGME will produce stickers, Sponsor is responsible for providing logo/graphic.

**HANGING AISLE SIGNS: $5,000**
As an aisle sign sponsor, you’ll have the opportunity to brand the aisle signs with your logo and booth number. This will be the only signage hanging from the ceiling in the hall, aside from the ACGME Hub sign.

**MASSAGE CHAIRS AT WELCOMING RECEPTION: $4,000**
Provide attendees with a relaxing massage break at the Welcoming Reception. Professional Massage Therapists provide an upper body massage on professional massage chairs. This sponsorship includes sign acknowledgement, mobile app recognition, and the massage therapists will be wearing your brand!

**BAR BRANDING DURING THE WELCOMING RECEPTION: $10,000**
We are excited to offer this exclusive sponsorship, which will take place during the welcoming reception – the biggest networking event at the ACGME Annual Educational Conference! Don’t miss out on this unique opportunity! Each sponsor receives 4 branded bars in the hall.

- Two 22” x 28” easel signs with your company logo displayed as the sponsor of the Exhibit Hall Bars (Sponsor to provide high-resolution logo no later than deadline, and ACGME produces and places the signage).
NEW! Sponsorship Opportunities Cont’d

• Your 1-color company logo printed on Branded Beverage Napkins that will be used at the Exhibit Hall Bars. (Sponsor to provide a 1-color, high-resolution logo no later than deadline, and ACGME produces and places the Napkins).

• Advertised and recognized as the sponsor in the exhibit hall section of the mobile app and on the push notification reminder

• Acknowledgement of brand on attendee drink tickets

WEDNESDAY NIGHT SPONSORSHIP “SIP AND PRINT”: $10,000
Interested in being the first exhibitor attendees see upon arriving at the conference on Wednesday night? Take advantage of featuring your brand on the drink tickets for Wednesday night ONLY! The first 500 attendees they will receive a FREE drink ticket with your company branding! The wine/beer bar located downstairs from registration will also feature your branding. This sponsorship also provides a table in the reception area for these exhibitors only, to be able to promote their product or service. You will also be featured in the mobile app as the sponsor of the “sip and print” Wednesday night check-in!

PEDI CAB SPONSORSHIP: $8,000
Combining your brand on the pedi cabs with marketing, will get you noticed right away! Pedi cabs offer the opportunity for you to sponsor rides for your target audience, offering transportation to and from both hotels FREE of charge to attendees on your behalf. Don’t miss out on this unique “mobile” opportunity to generate more awareness for your brand, which will lead to more traffic at your booth! Each sponsor receives two pedi cabs – one will run on Friday and one will run on Saturday. Their pedi cabs will be branded with their company!

SPONSORSHIP CONSIDERATIONS
Have an idea of a sponsorship that’s not on the list? As long as it meets our criteria and remains separate from education, the ACGME will consider it! Please send any proposals to Laura Barbo at lbarbo@acgme.org.

*More sponsorship opportunities will be available this fall. These opportunities will be featured in the exhibitor registration system.
When Can You Exhibit?

The Exhibit Hall is open to attendees during the times specified below. Exhibitors can choose whether to also participate during the continental breakfast hours.

**EXHIBIT HALL HOURS AND MEAL TIMES**

<table>
<thead>
<tr>
<th>Thursday, February 27, 2020</th>
<th>Friday, February 28, 2020</th>
<th>Saturday, February 29, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set-up: 9:00 a.m. – 3:00 p.m.</td>
<td>Exhibit Hall General Hours: 9:30 a.m. – 3:00 p.m.</td>
<td>Exhibit Hall General Hours: 6:30 a.m. – 3:30 p.m.</td>
</tr>
<tr>
<td>Welcoming Poster Reception and Exhibitor Kick-Off: 5:30 p.m. – 7:30 p.m. <em>PEAK TRAFFIC</em></td>
<td>Exhibit Hall Meal Times: 9:30 a.m. – 10:00 a.m. – Morning Break (provided both in the Exhibit Hall and at the Hilton) 11:15 a.m. – 12:45 p.m. – Lunch (only provided in Exhibit Hall) <em>PEAK TRAFFIC</em> 2:00 p.m. – 2:30 p.m. – Afternoon Break (provided both in the Exhibit Hall and at the Hilton)</td>
<td>Tear Down 3:30 p.m. – 6:00 p.m. Exhibit Hall Meal Times: 6:30 a.m. – 8:00 a.m. – Breakfast (provided in both the Exhibit Hall and at the Hilton) 9:30 a.m. – 10:00 a.m. – Morning Break (provided in both the Exhibit Hall and at the Hilton) 11:15 a.m. – 12:45 p.m. – Lunch (only provided in Exhibit Hall) <em>PEAK TRAFFIC</em> 2:00 p.m. – 3:15 p.m. – Afternoon Break (provided in both the Exhibit Hall and at the Hilton)</td>
</tr>
</tbody>
</table>

*Note that breakfast is only provided at the Hilton on Friday prior to the General Session, and the Exhibit Hall will be closed for breakfast.*

Travel and Housing

The 2020 Annual Educational Conference will be held at the Marriott Marquis San Diego Marina and the Hilton San Diego Bayfront in San Diego, California. The nearest airport is the San Diego International Airport, located approximately three miles from the Marriott Marquis and the Hilton San Diego Bayfront.

All hotel booking information will be provided through exhibitor communications in early fall.

How Do I Apply?

- Review the ACGME Exhibitor and Sponsorship Rules and Regulations
- Review the Marriott Marquis Exhibit Rules and Regulations
- Then complete the application
The 2020 ACGME Annual Educational Conference will be held at the Marriott Marquis San Diego Marina and the Hilton San Diego Bayfront, February 27–March 1, 2020. Exhibits will be displayed in the Pacific Ballroom in the Marriott Marquis. All exhibitors displaying at the ACGME Annual Educational Conference are required to complete an application and acknowledge agreement with these ACGME Rules and Regulations for Exhibits and Sponsorships and the Marriott Marquis Exhibit Rules and Regulations. Failure to follow the Rules or any federal, state, or local law may result in cancellation of the right to exhibit.

PRODUCTS/SERVICES EXHIBITED

Products or services exhibited (or referred to) must be those related to the interests and educational values of the Accreditation Council for Graduate Medical Education (ACGME) and normally manufactured or supplied by the exhibitor. Exhibitor may exhibit only those products/services it lists on the exhibit application.

Each exhibitor must submit a description of the company and the product(s) and/or service(s) to be displayed or referenced in order for the application to be accepted.

The ACGME may refuse to accept the application of any company or person whose display of goods or services is not compatible, in the sole opinion of the ACGME, with the general character and objectives of the ACGME and the Annual Educational Conference. At its sole discretion, the ACGME may require the exhibitor to provide additional information regarding its products/services.

EXHIBIT DATES AND HOURS

NOTE: Exhibit hours are preliminary and subject to change. Continental breakfast hours are optional.

Exhibitors Hall Hours

THURSDAY, February 27
Set-up: 9:00 a.m. – 3:00 p.m.
Welcoming Poster Reception and Exhibitor Kick-Off:
5:30 p.m. – 7:30 p.m.

FRIDAY, February 28
Exhibit Hall General Hours: 9:30 a.m. – 3:00 p.m.

SATURDAY, February 29
Exhibit Hall General Hours: 6:30 a.m. – 3:15 p.m.
Dismantle: 3:30 p.m. – 6:00 p.m.

Exhibits must NOT be disturbed, dismantled, or removed before 3:30 p.m., Saturday, February 29, 2020. All exhibit materials must be removed from the exhibit area by 6:00 p.m. on Saturday, February 29, 2020.

BOOTH INFORMATION

Exhibit booths will be located in the Marriott Marquis’ Pacific Ballroom in the Exhibit Hall. This location is directly below the educational sessions. The majority of breaks and meals will be located in the Exhibit Hall; some meals will be served in the Hilton San Diego Bayfront due to educational sessions taking place at that hotel.

Only standard booths that measure 10 feet deep by 10 feet wide are available, however, exhibitors may lease multiple standard booths.

The booth fee includes: one standard pipe and drape booth; one six-foot table; two chairs; one wastebasket; a basic ID sign showing company name and booth #; the exhibit space; conference registration for up to three (3) company representatives; list of e-mails of those attendees who authorize the ACGME to share their contact information, to be used during the conference dates of Thursday, February 27, 2020–Sunday, March 1, 2020 at 12:00 p.m. CST only; and an exhibitor listing in the ACGME Conference Mobile App and in the online version of the app. Job recruiter registrations also include up to five (5) free job postings on the ACGME Conference Mobile App.

The Exhibit Hall will provide sufficient lighting for adequate general illumination, but no individual lights or electrical outlets will be provided in the booth space for product lighting. All electrical work must be supplied by the exclusive electrical contractor for the meeting. All draping or display materials of cloth must be certified fire resistant. Under no conditions will candles, oils, gases, or other combustible or flammable materials be
permitted in the exhibit area. All packing containers, excelsior, wrapping paper, etc., are to be removed from the floor and must not be stored under tables or behind displays. All exhibitors are responsible for making appropriate arrangements for the storage of these materials; the ACGME does not provide storage space. Exhibitors represent and warrant that they shall comply with all national, state, and local fire regulations and accept full responsibility for such compliance.

With the exception of small prepacked candies (e.g., lifesavers, Hershey’s® Kisses), any food or beverage dispensed or given away at booths must be supplied and prepared by the Marriott Marquis, who has exclusive food and beverage distribution rights. Distribution in vendor booths is strictly prohibited. All catering orders must be approved by the ACGME. Contact Laura Barbo (lbarbo@acgme.org) with any questions.

There is no restriction on the number of booths exhibitors (parent companies and their subsidiaries) may purchase, based on availability. If an exhibitor wants multiple booths, all booths must be contiguous.

Displays and demonstrations and the distribution of literature or other items are limited to the confines of an exhibitor’s own booth; exhibitors must take care not to encroach on neighboring booths. Any storage, materials, and sales literature found outside of the exhibitor’s booth will be confiscated and destroyed.

FEES:
$4,000 US per 10 ft. x 10 ft. corner booth
$3,500 per 10 ft. x 10 ft. in-line booth
$3,000 per 10 ft. x 10 ft. non-profit booth

Fifty percent of the total cost of space is due upon application. Balance is due by Friday, February 7, 2020.

If space is not paid in full by Friday, February 7, 2020, the ACGME reserves the right to cancel the reservation and remove the booth from the floor plan. No exhibitor will be given access to attendee lists or the conference without payment in full.

SPONSORSHIP OPPORTUNITIES
Limited sponsorship opportunities are available for additional fees. See the 2020 Exhibitor Prospectus or contact Laura Barbo (lbarbo@acgme.org) for more information. Sponsorship are available for purchase separately from the purchase of booths.

CANCELLATION POLICY
Notification of an exhibitor’s decision to cancel must be sent in writing via e-mail to exhibitor@acgme.org. It is the exhibitor’s responsibility to ensure the cancellation was received. If written notification of cancellation is received at the ACGME office, the following policies will apply:

- Received by February 7, 2020: 50% of the booth fee total will be refunded
- After February 7, 2020: No refund

ASSIGNMENT OF SPACE
Exhibitors may request specific booth space while completing their registration. Booths are available on a first-come, first-served basis. No booth locations are guaranteed until receipt of full payment. The ACGME reserves the right to amend the floor plan and booth assignment after registration has closed in February, to address unused space and room configuration changes.

SUBLETTING/USE OF SPACE
Exhibitors shall not advertise or display goods or services other than those manufactured or sold by them in the regular course of their business and listed on the registration materials. Exhibitors shall not assign or sublet any space allotted to them; no person, firm, or organization that has not contracted with the ACGME for occupancy of exhibit space will be permitted to display or demonstrate any products, processes, or services, solicit orders, wear exhibitor identification badges, or distribute advertising or other materials at the Exhibit Hall or the ACGME Annual Educational Conference in general. Any infringement of this regulation will result in prompt removal of the exhibitor and any offending person(s). The ACGME reserves the right to remove exhibits or parts of exhibits that, in the ACGME’s sole discretion, reflect against the character and objectives of the ACGME and the Annual Educational Conference, at any time before and/or during the exhibition. This applies to displays, literature, advertisements, novelties, souvenirs, etc. The ACGME does not in any manner endorse any of the products or services related to the exhibits that have been accepted for display during the Annual Educational Conference. In addition, the ACGME reserves the right to remove any individual from the premises whose conduct is contrary to the character and objectives of the ACGME and the Annual Educational Conference or who is otherwise
LIABILITY/INSURANCE/SECURITY

All property of the exhibitor shall remain under the exhibitor’s custody and control in transit to and from or within the confines of Marriott Marquis. No staff of the ACGME, Alliance Exposition Services, Marriott Marquis, or their respective officers, directors, members, agents, or employees, maintain insurance covering exhibitors’ property, and such parties are not responsible for the safety of the property of exhibitors from theft, damage by fire, accident, vandalism, or other causes, and the exhibitor hereby expressly waives and releases any claim or demand it may have against any of them by reason of any damage to or loss of any property of the exhibitor. Although security personnel may be provided by the ACGME for the night time protection of the Exhibit Hall, the ACGME, Alliance Exposition Services, or Marriott Marquis shall have no liability whatsoever for theft, loss, or damage to property belonging to exhibitors, their agents, employees, business invitees, visitors, or guests.

Exhibitors shall carry comprehensive liability coverage, including premises operations and contractual liability coverage of at least $1,000,000 for personal injury liability, $1,000,000 for property damage liability, and statutory workers’ compensation that meets the requirements established by the State of California. Exhibitors shall name the ACGME and Marriott Marquis as additional insured and will furnish certificates of insurance if requested by the ACGME.

INDEMNIFICATION AND RELEASE

The exhibitor shall indemnify, defend, and hold the ACGME and Marriott Marquis, and their respective directors, officers, members, agents, employees, and successors, and each of them, forever harmless from and against: (i) any damage or charges resulting from violation of any law or ordinance or violation of the rules and regulations of either the ACGME or Marriott Marquis, except those occasioned by the gross negligence or willful misconduct of the ACGME or Marriott Marquis; and (ii) any and all other claims, liabilities, losses, damages, or expenses (including, without limitation, attorneys’ fees), whether those of the exhibitor or a third party, arising, directly or indirectly, from exhibitor’s occupancy and use of the exhibition premises, or any part thereof, except those arising from
the gross negligence or willful misconduct of the ACGME or the Marriott Marquis. The exhibitor further waives any and all rights it may have against the ACGME, and the Marriott Marquis and their respective directors, officers, members, agents, employees, and successors, and each of them, and releases and discharges them from any claim relating to exhibitor’s occupancy and use of the Exhibit Hall, or any part thereof.

CANCELLATION OF MEETING
In the event the Annual Educational Conference is not held for any reason whatsoever, the contract for exhibit space shall be terminated. In such case, the exhibitor shall waive all damages and claims for damages and agrees that the sole liability of the ACGME will be to return to exhibitors their exhibit space fee.

CHANGE OF LOCATION
If the selected location is not available or if, in its sole discretion, the ACGME believes that it is in its best interests to do so, the ACGME shall move the Annual Educational Conference to another location. Exhibitors’ applications shall automatically be transferred to the new location unless exhibitor provides written notice that they do not wish to exhibit at the new location within fifteen (15) calendar days of notice of such change in location.

EXHIBIT SPACE ACTIVITIES
Business activities, including but not limited to distribution of circulars and advertising material shall only be conducted within the exhibit space assigned to the exhibitor. Exhibitors are permitted to display only the exhibiting firm’s products/services for which they are official distributors and to make informal presentations in the booth regarding the firm’s product line or service. Only those exhibitors that are recruiters may engage in recruiting activities and may submit to the job board by February 14, 2020.

Exhibitors are prohibited from conducting any activities in the educational sessions, in the hallways, during the poster sessions, on the outside grounds, in the parking area, or elsewhere at Marriott Marquis. Exhibitors are required to keep the assigned exhibit space in good order at all times. Exhibitors may not place anything in the aisles during open hours.

CAREER RECRUITERS
Exhibitors who are professional job recruiters may engage in recruiting activities with attendees at the Annual Educational Conference. The booths will offer a space to post job opportunities and network with those interested in information about other career opportunities in the field of graduate medical education. Exhibitors who are job recruiters are prohibited from selling or advertising for businesses or positions other than positions in graduate medical education. Recruiting by anyone representing or connected with a non-exhibiting company is strictly forbidden.

CAREER RECRUITERS
All registered job recruiters will receive up to 5 free job postings included in their registration fee. All job postings are due to the ACGME, via e-mail to exhibitor@acgme.org or lbarbo@acgme.org, by February 7, 2020. Additional job postings can be made and paid for via the ACGME Conference Mobile App by the booth vendor. Job recruiters exhibitors are allowed to distribute job postings in their booths or hang them on the Career Board during the Annual Educational Conference.

ACCESSIBILITY
The exhibitor represents and warrants that its exhibit space shall be reasonably accessible and usable by persons with disabilities and that it will be in compliance to the extent applicable under regulations implementing Title III of the Americans with Disabilities Act. The exhibitor shall indemnify and hold the ACGME and its directors, officers, members, agents, and successors, harmless from and against any and all liabilities, claims, losses, damages, and expenses (including attorneys’ fees and expenses) that may be incurred by or asserted against the ACGME, or its directors, officers, members, agents, or successors, on the basis of the exhibitor’s breach of the representations and warranties contained in this paragraph or noncompliance with any provision of the Americans with Disabilities Act, and any other federal, state, and local laws and regulations intended to provide equal access for persons with disabilities, applicable to the exhibitor’s exhibit.
ADVERTISING

Exhibit items, advertising literature, or pamphlets that are distributed may contain only recognized indications and claims. Advertising in any media to the effect that particular products or services have been exhibited at the ACGME Annual Educational Conference or which could be construed as an endorsement by the ACGME or by its members is prohibited. The ACGME name and logo are the exclusive property of the ACGME and may not be used in any way, i.e., on promotional materials, literature, giveaways, etc., by anyone for any purpose without the prior written consent of the ACGME.

ATTENDEE LIST

All exhibitors shall be provided with a list of e-mails for registered attendees to the Annual Education Conference; provided, however, the exhibitor acknowledges that some attendees may request their contact information be withheld. The list of attendees who choose to share their e-mail addresses will be e-mailed to exhibitors on Thursday, February 27, 2020 at 12:00 p.m. This list is only to be used during conference hours only. Any violation by an exhibitor of this policy may, at the ACGME’s sole discretion, result in denial of access to the exhibit area, denial of exhibit space installation, closing or removal of the exhibitor and exhibit, and/or prohibition on participation in future Annual Educational Conferences.

EXHIBITOR ATTENDANCE AT THE EDUCATIONAL SESSIONS

Registered exhibitors are welcome to attend the educational sessions to gain new perspectives on graduate medical education and the perspective of both speakers and attendees. However, with the increased scrutiny of industry-physician relationships by federal and state governments, and medical organizations themselves, it is imperative that the ACGME ensure its educational sessions maintain their objectivity and independence from industry, and foster professional behavior by speakers, attendees, and industry representatives.

Therefore the ACGME expects that industry representatives/exhibitors:

• Will not discuss their products or services within the sessions.

• Will refrain from asking any questions of the speakers in the meeting room.

• Will not approach the podium/stage at any time and will sit in the rear half of the room to avoid any perception of undue industry presence.

• Will hold any questions for speakers until they are outside of the meeting room.

• Will respect the information acquired in the educational sessions. The information cannot be sensationalized or used in advertising.

If this privilege is abused, it may result in the individual being removed from the Annual Educational Conference, the individual’s exhibit being removed from the Annual Educational Conference, or the exhibitor not being accepted to exhibit in future years.

BADGES

All representatives of exhibiting firms must register and wear the official exhibitor’s badge at all times while at the Annual Educational Conference. Company badges will not be accepted in lieu of the official ACGME badge. Exhibitors may not deface or mark badges in any manner. Affixing stick-on items, punching, stamping, or marking badges is not permitted. Individuals who do not have badges will not be permitted into the exhibit area, educational sessions, or meeting spaces. No more than three company representatives may be designated to represent a single exhibitor in any one time period.

OTHER REGULATIONS

It is the responsibility of the exhibiting company to see that all booth staff members are aware of and adhere to these rules and conduct themselves in a professional manner throughout this meeting. Note that attire for the Annual Educational Conference is “business casual.” The ACGME shall have the sole authority to interpret and enforce all rules and regulations governing exhibitors and the Annual Educational Conference. Any and all matters not specifically covered herein are subject to the sole discretion of the ACGME. These rules and regulations may be amended at any time by the ACGME upon written notice to all exhibitors. Each exhibitor expressly agrees to be bound by the rules and regulations set forth herein and by any amendments thereto adopted by the ACGME from time to time.
By exhibiting at the Annual Educational Conference, exhibitors authorize and permit representatives of the ACGME to use and publish the company and company representatives’ names and likenesses, including photographs, digital images, video or audio recordings, and the like, taken during the course of the Annual Educational Conference for any purpose and without compensation. Exhibitor, on its own behalf and on behalf of its representatives, releases and holds harmless the ACGME from any reasonable expectation of privacy or confidentiality associated with the likenesses referenced above.

VIOLATION OF RULES
Any violation by an exhibitor of the ACGME’s and Marriott Marquis’s rules and regulations may, at the ACGME’s or Marriott Marquis’s sole discretion, result in denial of access to the exhibit area, denial of exhibit space installation, closing or removal of the exhibitor and exhibit, and/or prohibition on participation in future Annual Educational Conferences. Any exhibitor or exhibitor representative who is removed from the Annual Educational Conference shall be removed without refund or other appeal.

FORCE MAJEURE
In the event that Marriott Marquis or any part of the exhibit area thereof, is unavailable, whether for the entire event, or a portion of the event, as a result of a fire, flood, tempest, or any such cause, or as a result of governmental intervention, malicious damage, acts of war, strike, lockout, labor dispute, riot, or any other cause or agency over which the ACGME and its representatives have no control, or should the ACGME decide because of any such cause it is necessary to cancel, postpone, or re-site the exhibit or reduce the installation time, exhibit time, or move out time, the ACGME or its representatives shall not be liable to indemnify or reimburse the exhibitor in respect of any damage or loss, direct or indirect, arising as a result thereof.

E-mail exhibitor@acgme.org with any questions.