



# ACPOC 2023 ANNUAL MEETING

HYATT REGENCY MINNEAPOLIS  
MAY 17-20<sup>TH</sup>

## ASSOCIATION PROFILE & SPONSORSHIP OPPORTUNITIES

## WELCOME & CONFERENCE OVERVIEW

On behalf of the Association of Children's Prosthetic-Orthotic Clinics (ACPOC), we invite you to participate in the ACPOC 2023 Annual Meeting, May 17-20, 2023, at the Hyatt Regency Minneapolis in Minneapolis, MN.

The ACPOC Annual Meeting is unique in that it is the only major association that focuses on the care of pediatric limb deficiency and other orthopaedic disabilities. ACPOC attracts approximately 225 professionals consisting of physicians, occupational and physical therapists, nurses, orthotists, prosthetists, social workers, and researchers.

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# ASSOCIATION PROFILE

The Association of Children's Prosthetic-Orthotic Clinics (ACPOC) provides a comprehensive resource of treatment options provided by professionals who serve children, adolescents, and young adults with various musculoskeletal differences.

<b>Founded</b>	1980
<b>Headquarters</b>	Lombard, IL
<b>Total Assets</b>	Nearly \$330,000 in 2022
<b>Nonprofit Status</b>	501(c)(3)



## MEMBERSHIP



300+

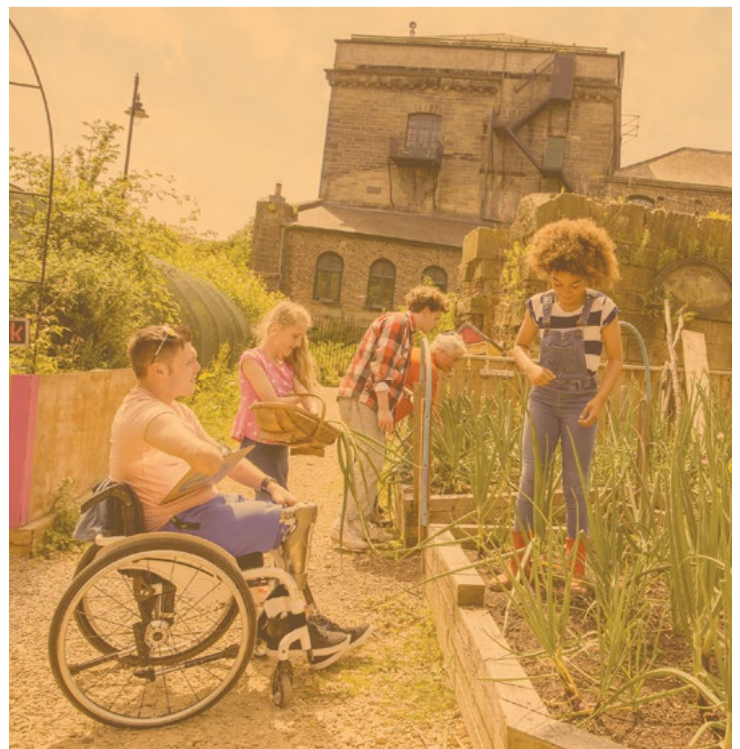
members in hospital, academic, industry, private practice, specialty hospitals, childrens health care systems and other practice settings.

ACPOC is represented by members in integral roles in national and international committees and activities to improve treatment options provided by professionals who serve children, adolescents, and young adults with various musculoskeletal differences.



## EDUCATIONAL PROGRAMS

To advance its mission, ACPOC shall provide quality programming that meets the educational needs of its members and ensure practitioner competence and lifelong learning opportunities.



# WHY EXHIBIT

## EXHIBITING BENEFITS

ACPOC provides marketing opportunities during the Annual Meeting. Exhibits will be highlighted, with unopposed time, during the Wednesday Evening Reception; Thursday breakfast and lunch, morning and afternoon refreshment breaks, and Friday breakfast, morning and afternoon refreshment breaks.

To maximize the impact of your marketing dollars and receive optimum exposure to our attendees, we encourage you to take advantage of our Wednesday Technical Workshops Program. This will give you 45 minutes to present in front of an audience at a cost much less than a traditional advertisement. This venue gives you the benefit of personal interaction with our attendees. The technical workshops are very popular and may sell out. Act today to confirm your workshop participation. Due to a waiting list for the technical workshops, we are implementing a new policy of one workshop per company.

## ADDITIONAL BENEFITS OF BEING A SUPPORTER

- Ability to provide a participant giveaway at any supporter level
- Verbal promotion at ACPOC Annual Meeting by moderators and on main session screen during breaks
- Sign acknowledging supporters prominently located at meeting
- Acknowledgment printed in Annual Meeting Final Program
- Sponsor ribbons distributed at the Annual Meeting
- Recognition on the ACPOC website annual meeting page
- Opportunity for priority floor position selection

# THANK YOU TO OUR 2022 SPONSORS!

## GOLD

- ALPS South
- Andiamo
- Fillauer

## Silver

- Point Designs

## BRONZE

- Amputee Blade Runners

## EXHIBITORS

- Allard USA
- Amputee Coalition
- Becker Orthopedic
- Billy Footwear
- Boston Orthotics & Prosthetics
- Bulldog Tools
- College Park
- Gaffney Technology LLC
- Invent Medical USA
- Jordan Thomas Foundation
- Open Bionics
- Orthomerica Products, Inc.
- Ossur
- Ottobock
- Penta Medical Recycling
- Royal Knit
- Spinal Technology Inc.
- SPS
- Unlimited Tomorrow

# HOTEL, TRAVEL, & EXHIBIT INFORMATION

## HYATT REGENCY MINNEAPOLIS

1300 Nicollet Mall,  
Minneapolis, MN 55403, USA  
Phone: (612) 370-1234

### RESERVATION

To make your reservation by phone call **887.803.7534**

To make your reservation online click below:

[MAKE YOUR RESERVATION ONLINE](#)

A block of rooms is being held at the hotel at the following rates per night:

Single or Double Occupancy: **\$179**

The above room rates do not include state and local taxes, service fees or hotel fees.

Be sure to make reservations by **Tuesday, April 25, 2023** to secure these rates. Rates are available three days prior and three days after the conference dates, subject to availability.

### Map, Parking & Transportation:

The hotel is located twelve miles from the MSP International Airport.

Parking: On-Site \$25/day, Valet \$50/day

Click below for more information:

[MAP, PARKING & TRANSPORTATION INFO](#)



## EXHIBIT HALL HOURS

### WEDNESDAY, MAY 17

- 12:00–5:00PM CST ..... Exhibitor Move-In and Setup
- 6:30-8:30PM ..... Open Hours and Events

### THURSDAY, MAY 18

- 7:00am-5:00PM.....Exhibit Hall Open
- 7:00-8:00AM ..... Breakfast with Exhibitors
- 10:05-10:50AM.....Break with Exhibitors
- 12:30-1:30PM ..... Lunch with Exhibitors
- 2:45-3:30PM ..... Break with Exhibitors

### FRIDAY, MAY 19

- 7:00am-5:00pm.....Exhibit Hall Open
- 7:00-8:00PM ..... Breakfast with Exhibitors
- 10:15-11:00AM.....Break with Exhibitors
- 2:20-2:30PM ..... Break with Exhibitors

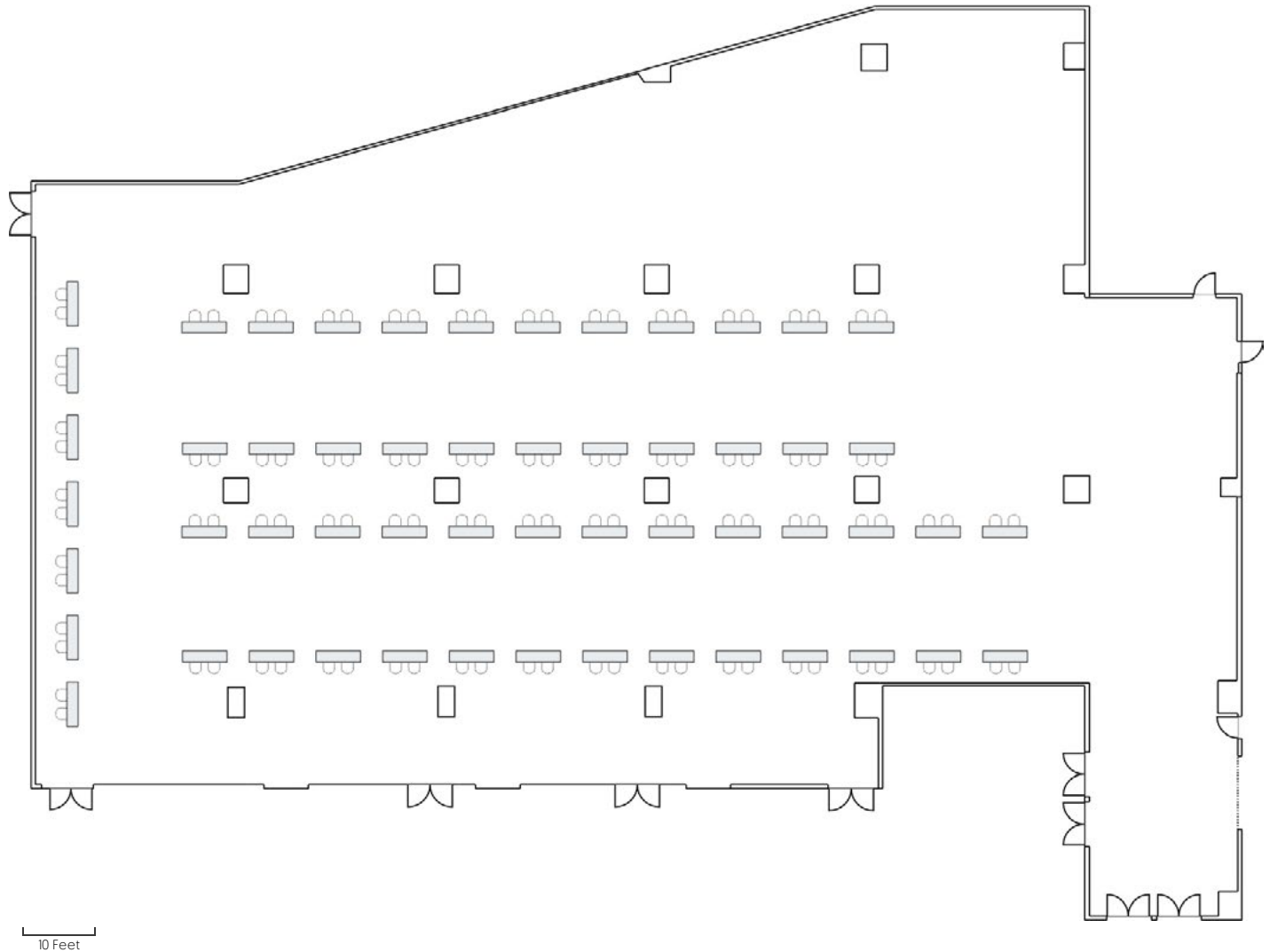
### SATURDAY, MAY 20

- 7:00am-12:00PM .....Exhibit Hall Open
- 7:00-8:00AM ..... Breakfast with Exhibitors
- 10:00-10:30AM.....Break with Exhibitors

*\*Schedule is subject to change.*

# FLOOR PLAN

## HYATT REGENCY MINNEAPOLIS



Boundary Waters for Random Diagrams - February 1, 2021, 12:00 PM

# ACPOC ANNUAL SPONSORSHIP PARTNERSHIP LEVELS & BENEFITS

	<b>Diamond</b> \$3,000	<b>Gold</b> \$2,000	<b>Silver</b> \$1,000	<b>Bronze</b> \$500
Recognition on ACPOC Website, on Meeting Signage, in PowerPoint During Breaks, by Meeting Moderator	√	√	√	√
Ad in Meeting Program Book	<b>1/2 Page Color</b> (7.75" wide by 5" high, 300dpi)	<b>1/2 Page Color</b> (7.75" wide by 5" high, 300dpi)	<b>1/4 Page Color</b> (3.75" wide by 5" high, 300dpi)	<b>1/4 Page Color</b> (3.75" wide by 5" high, 300dpi)
Ad on ACPOC Sponsor Page	<b>Full-Width Ad</b> (4:3 ratio. At least 800px wide)	<b>1/2 Width Ad</b> (3:4 ratio. At least 400px wide)	<b>1/3 Width Ad</b> (3:4 ratio. At least 300px wide)	<b>1/3 Width Ad</b> (3:4 ratio. At least 300px wide)
Discount on Exhibition Booth	<b>\$300</b>	<b>\$200</b>	<b>\$100</b>	
Complimentary Meeting Registrations	<b>2</b>	<b>1</b>	<b>1</b>	
Insert in the Summer Post-Meeting Issue of ACPOC News	<b>2 Pages</b> (8.5" wide by 11" high, 300dpi)	<b>1 Page</b> (8.5" wide by 11" high, 300dpi)		
Pre-Meeting Email to Attendees	√	√		
Flyer Insert in Registration Packet	<b>1 Page</b> (8.5" wide by 11" high, 300dpi)			

# ACPOC ANNUAL SPONSORSHIP ADDITIONAL OPPORTUNITIES

<b>Welcome Reception with Exhibitors</b> <i>ACPOC Members</i>	<b>\$5,000</b> \$4,250	"The first hello", where ACPOC members meet the exhibitors and learn about their products.
<b>Friday Night Social</b> <i>ACPOC Members</i>	<b>\$5,000</b> \$4,250	Gathering of members and exhibitors to share stories and learn more about each other outside the days of the meeting.
<b>Presidential Lecture</b> <i>ACPOC Members</i>	<b>\$1,000</b> \$825	Sponsor the Presidential Lecturer, who is an honored guest and leader in healthcare chosen by the ACPOC President to present at the Annual Meeting.
<b>Hector W. Kay Memorial Lectureship</b> <i>ACPOC Members</i>	<b>\$1,000</b> \$825	The Hector Kay Memorial Lectureship is awarded to a leader in the field who has made an impact on the care of children and families with musculoskeletal conditions. Past Hector Kay presenters are experts in their fields who have dedicated their careers in promoting health and wellness.
<b>New Investigator Research Award</b> <i>ACPOC Members</i>	<b>\$2,000</b> \$1,750	Help Students and Residents in O&P, MD, OT, and PT programs, who are completing or have completed their directed study in the current year to present at the ACPOC Annual Meeting.
<b>Workshop Presentation</b> <i>ACPOC Members</i>	<b>\$900</b> \$750	During the exhibitors' technical workshops, commercial devices/products can be presented by the vendor without having to meet any of the normal scientific guidelines required of the scientific workshops. Here, commercial content will not be scrutinized. This is a chance for you to present your techniques, manufacturing tools, devices, etc. to the audience and provide information on indications, fit, repair, solutions, etc.
<b>Clinician Guided Forum</b> <i>ACPOC Members</i>	<b>\$500</b> \$425	Multidisciplinary lively discussions on patient care.
<b>Individual Sponsor Sessions</b> <i>ACPOC Members</i>	<b>\$500</b> \$425	Topics range from upper limb orthotics and prosthetics, lower limb orthotics, lower limb prosthetics, spinal, cranial, research, gait and movement analysis, and psychosocial issues.
<b>Exhibiting Opportunity</b> <i>ACPOC Members</i>	<b>\$1,200</b> \$1,000	Exhibition area for opportunity to engage directly with ACPOC members. Includes the following: <ul style="list-style-type: none"> <li>• One complimentary exhibitor registration for the meeting (additional exhibitor registrations may be purchased separately)</li> <li>• One 6' skirted table (additional tables or an affiliate company table may be purchased separately)</li> <li>• Two chairs</li> </ul>
<b>Company Flyer</b>	<b>\$250</b>	Inserted into the participants' registration packet. Hard copies shipped directly to the hotel by supporter company. Includes recognition on the ACPOC Sponsor webpage.

Interested in partnering with ACPOC? Check out our **Sponsor Form** or email us at [acpoc@affinity-strategies.com](mailto:acpoc@affinity-strategies.com) if you have further questions.

**ACPOC SPONSOR FORM**

# SPONSORSHIP TERMS & CONDITIONS

## GENERAL EXHIBIT INFORMATION

We are prepared to furnish individual companies with a draped, 6-foot exhibit table and two chairs. The maximization of your booth space will be key to your attendee traffic. Should an exhibitor want to utilize activities to draw attendees to its table (gifts, samples, food, beverage, demonstrations, etc.), these activities must take place within the confines of the tabletop space. The purpose of the exhibits is to further the education of the meeting attendees through product and service display and demonstrations. Outlying space may not be used for anything other than attendee traffic. Additionally, any activities undertaken must not interfere with traffic to or interactions at other exhibits. Activities that should be avoided include, but are not limited to, loud music or audio that can be overheard at other exhibits, demonstrations that use up the full break time which prevents attendees from viewing other exhibits, holding attendee events outside of the exhibit hall during sessions, receptions, social events and exhibit hall hours. Gimmicks such as clowns, mimes, jugglers, cartoon characters, etc. may not be used in demonstrations. **No one under 18 years old is permitted in the exhibitor hall.**

You are responsible for ordering, before the meeting, your own internet, electrical, signs, labor, shipping, and tools necessary for setting up exhibits. If additional services are needed, it is the obligation of the exhibitor or his/her agent to provide for arrangement and payment of these services. Internet and electrical will be provided by the Hyatt Regency Minneapolis. All audio-visual needs will be handled by our AV company. AV contact information is pending.

## TERMS & CONDITIONS

The terms and conditions listed here are part of the exhibit application and constitute part of the agreement between the exhibiting company and ACPOC. By applying for exhibit space, a company, its agents, consultants and employees agree to adhere to all terms and conditions outlined in this prospectus and herein. It is the responsibility of the exhibitor to ensure that all company personnel or 3rd party agents involved in the exhibit arrangements are aware of, and adhere to, these terms and conditions and conduct themselves in a professional manner throughout the annual meeting. Whenever practical or appropriate, in the view of ACPOC, disciplinary action will be progressive according to the violation of the listed terms and conditions. However, ACPOC reserves the right to levy a more severe penalty, including refusal, or termination of the exhibit, at its sole discretion. In the event of such restriction or eviction, ACPOC will not be liable for any refunds on rentals or other exhibit related expenses incurred. **Please be sure that your promotional department or anyone else involved in the arrangements of your exhibit has a copy of these terms and conditions. All exhibits must remain fully assembled and staffed as required until the official closing of the exhibit hall.**

## BOOTH ASSIGNMENT

Assignment of exhibit tables will be on a first-come, first-served basis for exhibitors not designated as supporters, based upon receipt of exhibit applications and full payment. **Exhibitors may not let, sublet, share or transfer the exhibit privilege or space in whole or in part without the express written consent of ACPOC.** Exhibitors may not exhibit, or permit to be exhibited in their space, any merchandise or advertising materials which are not part of their own products, or those of their subsidiaries.

## EXHIBITOR REGISTRATION

Advance exhibitor registration is provided to all exhibitors. All exhibitors are required to register. **Sharing or trading of badges is not allowed.** A company may register one (1) individual complimentary per one exhibit table. Additional badges may be purchased in advance or on-site. Registration fees must be paid prior to, or at the time of, registration. "No Show" badges are non-refundable. Company badges will not be accepted in lieu of the official badge. Representatives registering on-site will be required to show proof of affiliation (business card) with the exhibiting company and pay a registration fee. Each representative of an exhibiting company must wear the official exhibitor badge at all ACPOC events. **Companies registered and paid in full by January 31, 2023, will be listed in the Final Program.**

## CANCELLATION POLICY

Booth and representative cancellations require written notification by email, fax or mail to the ACPOC office. Cancellations before January 31, 2023 will receive a full refund. Representative cancellations will be charged a 25% administrative fee for each representative cancellation received after January 31, 2023. No refunds will be made on booth registrations after January 31, 2023.

## EXHIBIT SPACE POLICY

Exhibit personnel may not enter another exhibitor's space or photograph/investigate another exhibitor's products at any time without the express permission of that exhibitor. Exhibitors may not enter an unstaffed exhibitor space at any time. This is in respect to the rights of other vendors to conduct business during the exhibit hours without interference or improper intervention. ACPOC, its representatives, and staff shall have free access to any exhibit during any time in their performance of their assigned duties. Canvassing outside the exhibitor's designated table area is forbidden. Exhibitors may not distribute materials to other exhibitors at any time. All business must be conducted within each exhibitor's table area.

## EXHIBIT SPACE OCCUPANCY

Exhibiting companies are responsible for monitoring their own space. Exhibits must be staffed by registered individuals who are representatives of the exhibitor. An exhibitor is responsible for the conduct and appearance of the exhibitor's employees or agents, and an exhibitor or agent must be present in the exhibit space during all required open hours. An exhibiting company whose booth space is not completed and staffed by the close of the exhibit installation period will forfeit all exhibit rights. ACPOC reserves the right to reassign space without notification or refund.

## EXHIBIT MATERIALS

Items considered appropriate for distribution are educational materials, pens, mouse pads, pencils, luggage tags, calendars, note pads, mugs and key chains. Balloons, noisemakers and tobacco products are prohibited, as well as other items at the discretion of ACPOC staff.



# SPONSORSHIP TERMS & CONDITIONS

## EXHIBITOR MEETINGS/EVENTS

Exhibitors are welcome to hold meetings and events so long as they do not interfere with ACPOC related activities such as the welcome reception, all educational sessions, social event and when the exhibit hall is considered open. ACPOC will have control of assignment of all suites and meeting space contracted at the Hyatt Regency Minneapolis will release space to exhibitors on a first-come, first-served basis. Exhibitors may request hotel meeting space by contacting the ACPOC Headquarters office. Space outside of hotel property may be secured directly through that vendor. Under no circumstances, will companies neither exhibiting, nor making ACPOC Annual Meeting contributions equal to the average booth fee, be permitted to sponsor activities during the ACPOC Annual Meeting.

## EXHIBITOR LIABILITY

All property of the exhibitor remains under the exhibitor's custody and control in transit to and from the Hyatt Regency Minneapolis, during installation and removal, and while it is in the confines of the Hyatt Regency Minneapolis. Neither ACPOC, the Hyatt Regency Minneapolis nor any other of the officers, directors, agents, or employees of any of the same are responsible for the safety of the exhibitor's property from theft, damage by fire, accident, vandalism, or any other causes, and the exhibitor expressly waives and releases any claim or demand against any of them by reason of any damage to or loss of any property, except where the damage or loss is due to gross negligence or willful misconduct of the person or entities mentioned above, their agents or employees. Exhibitors wishing to insure their exhibit materials, goods, and/or property on exhibit against theft, damage by fire, accident, or loss of any kind must do so at their own expense. We recommend that you take laptops and other electronic valuables with you when you leave the exhibit hall.

The exhibitor expressly releases ACPOC and the Hyatt Regency Minneapolis, their directors, officers, agents and employees from any such loss, damage, including that by fire and theft or injury. If ACPOC is made a party to any litigation commenced by or against an exhibitor, or relating to this lease or the premises leased hereunder, then the EXHIBITOR WILL PAY ALL COSTS AND EXPENSES, including reasonable attorneys' fees, INCURRED BY OR IMPOSED UPON ACPOC BY REASON OF LITIGATION. ACPOC recommends that the exhibitor obtain its own insurance at its expense for loss or damage to property or injury to persons.

## USE OF ACPOC NAME, INSIGNIA, OR LOGOTYPE

The use of the name, insignia, logotype or other identifying marks of ACPOC may not be used in signs, advertising or promotions in any media or descriptive product literature or products without written permission from the ACPOC staff. The only exception is that exhibitors may reference the Annual Meeting (with date and place) of ACPOC on their materials associated with the Annual Meeting.

## RESERVATION OF RIGHT TO MAKE CHANGES

Any matters not specifically covered herein are subject to decision by the ACPOC Board of Directors and staff. ACPOC reserves the right to make such changes, amendments, and additions to these terms and conditions as it considers advisable for the proper conduct of the exhibit, with the provision that all exhibitors will be advised of any changes.