

The 16th Annual
**SOUTHEAST NATIONAL
CONFERENCE**

Exhibitor Prospectus & Sponsorship Opportunities



NOVEMBER 20 - 21, 2025

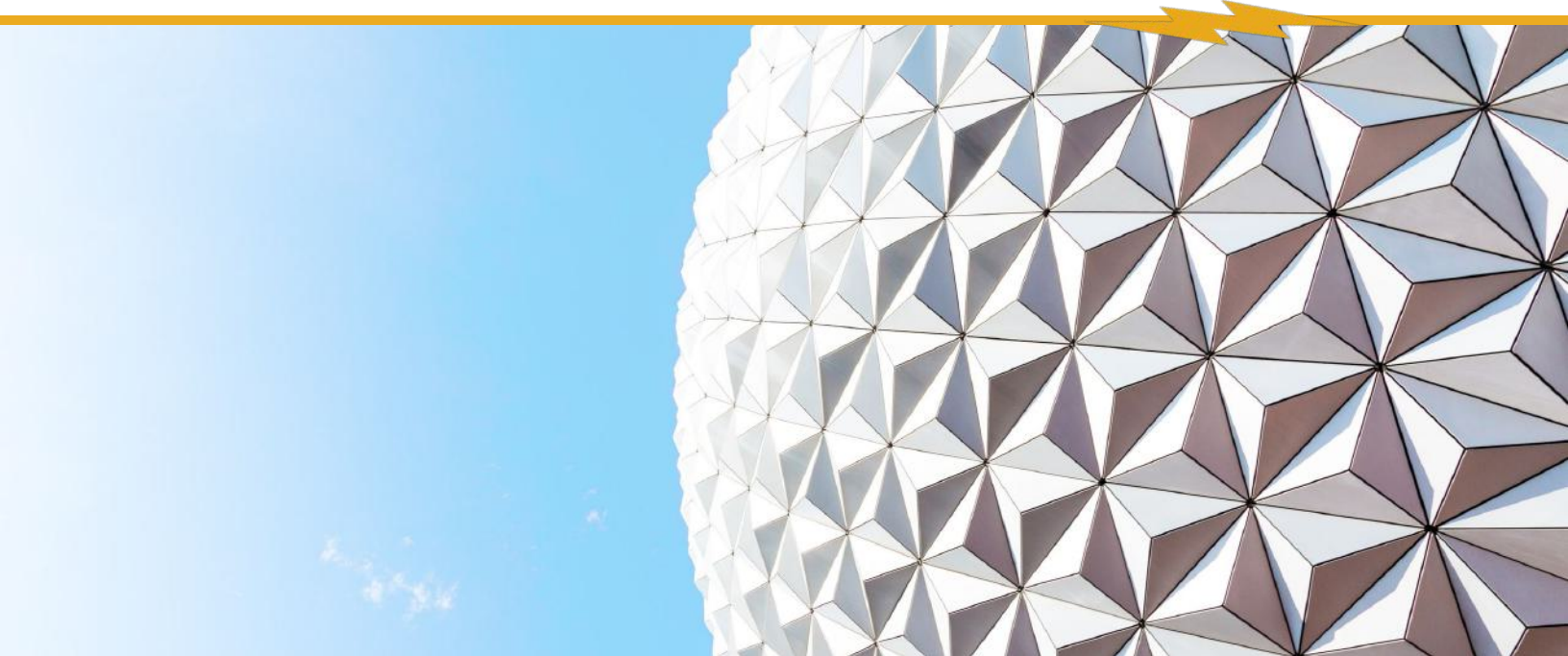
The Walt Disney World Swan
Hotel | Lake Buena Vista, FL


KENT
STATE
UNIVERSITY

College of
Podiatric Medicine

CONFERENCE DETAILS

when | where | why



The magnificent and elegant Walt Disney World Swan Hotel will once again serve as the backdrop for the 2025 Southeast National Conference. Join us on November 20th and 21st to showcase your company and make valuable connections with podiatric physicians from a multitude of specialties including: wound care, trauma, sports medicine, diabetic care, geriatrics, and forefoot and rearfoot surgery.

Southeast National Conference exhibitors will experience two full days of face-to-face interactions with attendees through a mastered floor plan created to generate high traffic during lunch as well as both morning and afternoon breaks. Beyond the exhibit hall, bring your brand to life through unique advertising opportunities, workshops, product theater presentations, social events and more.

We look forward to working with you in the heart of the most magical place on earth.

EXHIBIT HALL HOURS & ENGAGEMENT OPPORTUNITIES

SET UP TIMES

Wednesday, 11/20: 4 - 6 PM
Thursday, 11/21: Before 9 AM

THURSDAY, NOVEMBER 20

Exhibit Hours: 9AM - 3:30PM
Morning Break, CECH Sign-In, Exhibit Hall Raffle
Lunch
One-Hour Cocktail Reception with vendors, CECH Sign-In, Exhibit Hall Raffle
Opportunity for Welcome Reception - see page 4 for details

FRIDAY, NOVEMBER 21

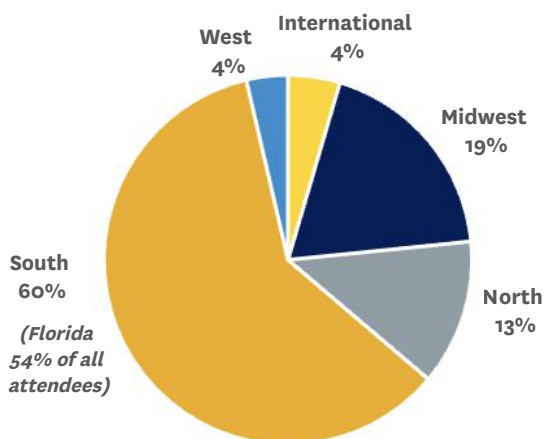
Exhibit Hours: 9AM - 3:30 PM
Morning Break, CECH Sign-In, Exhibit Hall Raffle
Breakdown: 3:30 PM
Company Sponsored Lunch & Learns

ATTENDEE LISTS

All vendors will receive a pre-seminar registrant list lists containing the attendees name, city and state.

INTERACTIVE RAFFLES

To further boost interactivity, attendees are encouraged to visit every vendor to enter a grand prize raffle.



ATTENDEES BY REGION

THE WALT DISNEY WORLD SWAN RESORT

shipments | accommodations | meeting space



HAVE A MEMORABLE MEETING

The Walt Disney World Swan Resort is renowned for expansive meeting facilities, outstanding service and ideal location in the heart of the world's most desirable destination – the Walt Disney World® Resort. With over 333,000 square feet of meeting spaces, business centers, various executive rooms and beautiful outdoor function areas, we are confident that you will find the comfort and convenience of the Swan to be the perfect fit for your company's needs.

The Swan ensures that they have every resource imaginable to make your time exhibiting with us one you'll remember for years to come.

HOTEL ROOM RESERVATIONS

KSUCPM is happy to extend a discounted room rate to all 2025 Southeast National Conference exhibitors and sponsors at the Walt Disney World Swan Hotel.

A room rate of \$270 / night will be available on our dedicated conference hotel site, now available on our conference website.

Hotel Check-In: 4:00 p.m.
Hotel Check-Out: 12:00 p.m.

SHIPPING, ELECTRICAL & ADDITIONAL VENDOR SERVICES WITH GES

A dedicated website for Southeast National Conference show information, shipping and additional booth purchases including electrical will be available summer 2025.

If vendor elects to utilize alternate shipping company, company representative will assume responsibility for pickup, tracking and return of their own packages through the hotel business center. Hotel business center hours are limited, and packages may not be available for pickup at preferred times.

HOTEL INFORMATION

Walt Disney World Swan Hotel
1200 Epcot Resorts Boulevard
Lake Buena Vista, FL 32830
(407) 934-3000
<https://disneyworld.disney.go.com/resorts/swan-hotel/>



EXHIBIT BOOTH OPPORTUNITIES: BOOTH SUPPORT ONLY

ALL EXHIBIT BOOTH SELECTIONS INCLUDE:

- 8’ X 6’ booth space, draped table, (2) chairs, and waste basket
- Registration and name badges for (2) Representatives with daily breaks provided each day (breakfast and lunch on own)
- Company listed as *Exhibitor* in conference signage, promotional materials and program

STANDARD 8’ x 6’ BOOTH with standard location in Exhibit Hall.....\$1,500

EXHIBIT BOOTH + PROMOTIONAL SPONSORSHIP OPPORTUNITIES

BRONZE, SILVER, GOLD, AND PLATINUM SPONSORSHIP SELECTIONS INCLUDE:

- PRIME 8’ x 6’ booth space, draped table, (2) chairs, and waste basket
- Registration and name badges for (2) Representatives with daily am breaks and Thursday Buffet Lunch (breakfast on own)
- Company listed as *Sponsor* at selected sponsorship level instead of *Exhibitor* on conference signage / program
- Tiered promotional opportunities as outlined in each sponsorship

BRONZE SPONSORSHIP \$2,500

- Prime 8’ X 6’ Booth space, draped table, 2 chairs, and waste basket
- Registration and name badges for (2) Representatives with daily am breaks and Thursday Buffet Lunch (breakfast on own)
- Company acknowledged as “Bronze sponsor” of the meeting instead of an “exhibitor”
- Quarter Page Conference Program Ad: 4X5 full color ad
- Company Logo placed in program
- Company Logo placed on all conference signage
- Bronze sponsorship floor decal placed in front of prime booth

SILVER SPONSORSHIP \$3,000

- Prime 8’ X 6’ Booth space, draped table, 2 chairs, and waste basket
- Registration and name badges for (2) Representatives with daily am breaks and Thursday Buffet Lunch (breakfast on own)
- Company acknowledged as “Silver sponsor” of the meeting instead of an “exhibitor”
- Half Page Conference Program Ad: 4X5 full color ad
- Company Logo placed in program
- Company Logo placed on all conference signage
- Silver sponsorship floor decal placed in front of prime booth

GOLD SPONSORSHIP \$3,500

- Prime 8’ X 6’ Booth space, draped table, 2 chairs, and waste basket
- Half Page Conference Program Ad: 8 x 5" horizontal; 4 x 10" vertical
- Registration and name badges for (2) Representatives with daily am breaks and Thursday Buffet Lunch (breakfast on own)
- Company Logo placed in premium program location
- Company Logo placed on all conference signage
- Company acknowledged as “Gold sponsor” of the meeting instead of an “exhibitor”
- Gold sponsorship floor decal placed in front of prime booth
- One half page ad in Footsteps Alumni Newsletter

PLATINUM SPONSORSHIP \$4,000

- Prime 8’ X 6’ Booth space, draped table, 2 chairs, and waste basket
- Full Page Conference Program Ad: 8.5 x 11"
- Registration and name badges for (2) Representatives with daily am breaks and Thursday Buffet Lunch (breakfast on own)
- Company Logo placed in premium program location
- Company Logo placed on all conference signage
- Company acknowledged as “Platinum sponsor” of the meeting instead of an “exhibitor”
- Platinum sponsorship floor decal placed in front of prime booth
- One full page ad in Footsteps Alumni Newsletter

CORPORATE SPONSORED ATTENDEE NON - CECB ACTIVITIES

- * **Booth must be purchased separately (select a Booth or Booth + Promotional Support sponsorship package from page 1**
- * **Upgrade to a Premium booth in a high traffic area with purchase of booth + AM Break Station and/or Afternoon Cocktail Reception Station.**

** Breakfast, break, lunch and cocktail reception sponsorships must be purchased no later than Monday, October 27, 2025 to be guaranteed to receive full marketing benefits.*

CONTINENTAL BREAKFAST SPONSOR: (2) available - (1) Thursday and (1) Friday..... \$1200.00

- Sponsorship of an attendee Continental breakfast
- Early access to attendees prior to opening of exhibit hall.
- Food and beverage cost included
- Continental breakfast sponsorship signage displayed with company logo
- Continental Breakfast sponsorship listing in conference program
- Notifications of sponsorship and continental breakfast details sent through text message to attendees

AM BREAK SPONSORSHIP: Sponsor a high-traffic morning break in the Exhibit Hall

SINGLE DAY -Thursday or Friday AM Break Station \$1,500.00

TWO DAYS- Thursday and Friday AM Break Station \$2,500.00

- Sponsorship of a High Traffic AM Break Station
- Upgrade to a premium booth location with a minimum Standard booth purchase + AM Break Station
- Food and beverage cost included in sponsorship
- Break Signage with your company logo
- Break Sponsorship Featured in conference program
- Text notifications sent to attendees about your sponsorship

AFTERNOON COCKTAIL RECEPTION STATION..... \$2,500.00

- Sponsorship of a high traffic attendee PM Reception Station placed at or near your booth location
- Upgrade to a premium booth location with a minimum Standard booth purchase + Cocktail Reception Station
- Food and beverage cost included
- Reception sponsorship signage displayed with company logo
- Reception sponsorship listing in conference program
- Notifications of sponsorship and Reception Break details sent through text message to attendees

LUNCH AND LEARN SPONSOR (limited availability – First come first serve for availability, size of room and maximum number of attendees.)

Private 60 Minute Lunch Presentation \$3500.00

- Demonstrate your product or service in this 60-minute non-Cech lunch and learn
- Attendees will enjoy their lunch while learning about your company and products
- Food and beverage cost included in sponsorship (up to 45 attendees)
- Presentation schedule will be advertised on conference website
- Lunch and Learn sponsorship signage displayed with company logo
- Lunch and Learn Sponsorship listed in conference program
- Sponsor is responsible for recruiting attendees and providing final Food and beverage counts to KSUCPM conference organizers three weeks prior to conference start date.

UNRESTRICTED EDUCATIONAL GRANTS / IN-KIND DONATIONS (LANYARDS, PENS, BAGS AND MORE)

Completed and approved Commercial Source of Funding agreement is required

Unrestricted Educational Grants and In-Kind Donations: * Please contact Patrick Riley for details

Kent State University College of Podiatric Medicine (KSUCPM) shall ensure independence of its continuing education activities from conflict of interest, bias, or influence by means of a signed written agreement between the provider and any commercial interest or organization providing support (financial or in-kind) for continuing education activities

At the sole discretion of the provider (KSUCPM) the unrestricted education grant funds will be utilized for one of the following purposes. The provider must make available, upon request, accurate documentation detailing responsible management of financial support.

- Supports bona fide educational activities
- Includes funding and in-kind support
- Provided to eligible recipient to:
 - o Offset conference costs
 - o Fund reasonable honoraria, travel, lodging and meals for conference faculty
 - o Fund reasonable meals/catering for attendees

IN-KIND DONATIONS – Lanyards, Pens, Totes Bags and More.....

(Limited availability)– First come first serve based on the agreement and completion of in-kind donation form

- Showcase your company by designing and providing an in-kind donation with company logo to be handed out to conference participants.
- Completed and approved In-Kind Donation Form (Commercial Source of Funding) is required.
- All in kind donations must be received no later than 30 days pre-conference start dates.
- Mail agreed upon number of items to: Attention Patrick Riley (CME) 6000 Rockside Woods Blvd., Independence, OH 44131

UNRESTRICTED EDUCATION GRANTS.....

At the sole discretion of the provider (KSUCPM) the unrestricted education grant funds will be utilized for one of the following purposes.

- Support a bona fide educational activity
- Support funding to an eligible recipient to:
 - Offset conference costs
 - Fund reasonable honoraria, travel, lodging and meals for conference faculty
 - Fund reasonable meals/catering for attendees
- Completed and approved Letter of Agreement (Commercial Source of Funding) is required.

**ADDITIONAL NAME BADGES (2) Included with booth registration..... > 30 Days Pre-Conference Dates: \$65 Each
< 30 Days Pre Conference Dates: \$150 Each**

RULES, REGULATIONS & POLICIES

shipping | liabilities | deadlines



PRODUCTS / SERVICES

The products or services that are exhibited at KSUCPM CME Conferences must be related to the interests and educational values of the conference. KSUCPM may refuse to accept the application of any company or persons whose products/services do not meet the educational integrity and objectives of KSUCPM CME.

TERMS OF PAYMENT

Full payment MUST be received by KSUCPM at the time of online registration. If payment is not received in full at that time, booths cannot be guaranteed. No refunds will be given for cancellations or no-shows. Payment method is online credit card payments / ACH debits or corporate check payments mailed with completed registration form. *Vendors will be required to sign-in prior setting up their booth upon arrival.*

ENTERTAINMENT

Sponsors and exhibitors are prohibited from scheduling receptions, dinners, hospitality suites, social functions, exhibits, product demonstrations, technical seminars, training sessions, workshops, surgical skills labs or other events outside of assigned exhibit booth space without KSUCPM CME Committee approval.

BADGES & REGISTRATION

All participants at the Southeast National Conference must check in at the vendor registration area, on the first day of the conference. Official conference badges must be worn at all times during conference hours. Sponsors and exhibitors will be provided with two name badges for their respective representatives. Additional Badges: Additional name badges must be purchased at \$65 each, 30+ days prior to conference start dates for entry to exhibit hall / access to conference F&B provided during exhibit hall hours. \$150 per person will apply prior to entry if added <30 days.

LIABILITY

The sponsor/exhibitor hereby assumes responsibility and agrees to indemnify and defend KSUCPM CME Conferences, its members, staff, and KSUCPM Conference hotels against any claims, injuries, or expenses that result out of the use of the exhibition space and hotel grounds, unless damages/injury is due solely to the negligence of KSUCPM and KSUCPM conference hotels. KSUCPM and the official conference hotel are not responsible for any loss or damage to property. Sponsors and exhibitors are responsible for securing all valuables when the exhibit booth is not attended.

HOTEL RESERVATIONS & NO-SHOW POLICY

All sponsors and exhibitors must reserve their guest rooms through the KSUCPM room block at the Walt Disney World Swan Resort. Sleeping room availability is limited and the discount is subject to conference hotel availability. In the event an individual made their reservation with the Walt Disney World Swan Resort and it was not cancelled by 6:00 pm on the first day of the conference, the individual will be billed for the one-night room and tax. The reservation will automatically be cancelled for any remaining nights.

EXHIBIT BOOTHS

Selection of exhibit booth is determined on a first come, first served basis. All exhibit booths will receive a 6'x 8' space, with one 6' skirted table, two chairs and a waste basket. Booth sharing or subleasing is strictly prohibited. Electrical supply is not included with your booth and must be purchased separately through GES. Prime booth location is reserved for Bronze, Silver, Gold and Platinum Sponsorship levels. Premium booth locations are reserved for morning break and afternoon reception station sponsors when a booth or booth sponsorship is purchased.

SETUP & TEARDOWN

An early tear-down fee of \$250.00 will apply for any sponsor/exhibitor who dismantles their exhibit booth prior to posted tear-down times on the last day of the exhibition hall.

CONFERENCE CANCELLATION POLICY

In the event that the KSUCPM Southeast National Conference is cancelled due to unforeseen circumstances, all sponsors and exhibitors will be refunded the total amount listed on their respective Reservation Form. Sponsors and vendors are responsible for cancellation of their own reservations such as hotel, airfare, shuttle, rental car and shipping-related charges.

THE SOUTHEAST NATIONAL CONFERENCE

EXHIBITOR & SPONSORSHIP RESERVATION FORM

COMPANY INFORMATION:

Company Name: _____

Description of Product/Service: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

SELECTED EXHIBITOR / SPONSOR PACKAGE:

- ☐ Standard Booth Conference Exhibitor (\$1,500) ☐ Bronze Sponsor (\$2,500)
- ☐ Silver Sponsor (\$3,000) ☐ Gold Sponsor (\$3,500) ☐ Platinum Sponsor (\$4,000)
- ☐ Unrestricted Educational Grant (value of \$ _____)

A-LA CARTE OPPORTUNITIES:

- ☐ Continental Breakfast Sponsor (\$1,200) ☐ Single Day Morning Break Sponsor (\$1,500)
- ☐ Two Day Morning Break Sponsor (\$2,500) ☐ Thursday Afternoon Cocktail Reception (\$2,500)
- ☐ Lunch & Learn Sponsor (\$3,500)

PAYMENT

Total Due for Selected Exhibitor / Sponsorship Bundle: \$ _____

- ☐ Check Enclosed ☐ Check in Mail ☐ Credit Card ☐ Other: _____

Card Type (American Express is not accepted) _____

Card Number: _____ CVV: _____ Expiration Date: _____

Name on Card: _____ Billing Address: _____

Please list the (2) company representatives that will be in attendance:

1) _____

2) _____

AGREEMENT:

Company Representative (print name): _____

Signature: _____

Date: _____

Your signature on this reservation form binds you and your company to this contract at the terms expressed herein. Return form to Patrick Riley via email: priley6@kent.edu or by mail to: Kent State University College of Podiatric Medicine Attn: Patrick Riley 6000 Rockside Woods Blvd. N., Independence, OH 44131