National Capital Conference on Emergency Medicine
February 10 and 11, 2017 | Ottawa, ON

Sponsorship Prospectus

Join Us!
This annual 2 day conference attracts Emergency Physicians from across Canada

Choose your Level of Support
1 or 2 Day Options
Non-Profit Rates Available

For further information, please contact the Office of CPD:
Tel: 613-761-4480 ext: 1 | Fax: 613-761-5262 | Email: cpd@toh.on.ca
www.med.uottawa.ca/cme

https://twitter.com/CME_uOttawa
The National Capital Conference on Emergency Medicine invites you to participate as a sponsor at our upcoming event taking place on February 10 and 11, 2017 in Ottawa, ON at the Fairmont Château Laurier. This annual conference promises to attract a significant representation of emergency physicians, nurse practitioners, residents and students from across Canada. The symposium will feature exciting and engaging keynote presentations, hands-on workshops, short snapper sessions, and interactive networking opportunities.

Conference sponsorship provides institutions and organizations with high visibility and interaction with participants in an intimate setting. Funding provided assists in the development of an engaging and exciting event for all participants.

All sponsors and exhibitors are acknowledged for their level of support in the conference program and on a slideshow display in all plenary sessions. All sponsors will also be included within the sponsor passport as an exhibitor to visit. For a full list of the benefits included with the various levels of sponsorship, please the details below.

**QUESTIONS?** Please contact Sophia Pacheco, Conference Planner by phone (613-798-5555 x15938) or [email](mailto:).  

### Sponsorship Levels

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<th>Level</th>
<th>Cost</th>
<th>Benefits</th>
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| **Gold $3,500 (2 Day Rate)** |       | - Premium exhibit space which includes two 6 foot draped tables and floor display option available (exclusive to this level)  
- Acknowledgement of level of sponsorship and logo in conference program guide  
- Acknowledgement of level of sponsorship and logo on morning splash page and slideshow  
- Company logo on the cover of the Sponsor Passport (exclusive to this level)  
- Opportunity to participate in the Passport Program  
- Three full conference registrations for on-site representatives *  
- Verbal acknowledgement in the opening remarks |
| **Silver $2,500 (2 Day Rate)** |       | - Premium exhibit space which includes one 6 foot draped table  
- Acknowledgement of level of sponsorship and logo in conference program guide  
- Acknowledgement of level of sponsorship and logo on morning splash page and slideshow  
- Opportunity to participate in the Passport Program  
- Two full conference registrations for on-site representatives *  
- Verbal acknowledgement in the opening remarks |
| **Bronze $1,750 (1 Day Rate)** |       | - Premium exhibit space which includes one 6 foot draped table  
- Acknowledgement of level of sponsorship and logo in conference program guide  
- Acknowledgement of level of sponsorship and logo on morning splash page and slideshow  
- Opportunity to participate in the Passport Program  
- Two 1-day registrations for on-site representatives *  
- Verbal acknowledgement in the opening remarks |
| **Supporter Level $500 (Per Day Non-Profit Organization & Association Rate)** |       | - Premium exhibit space which includes one 6 foot draped table  
- Acknowledgement of level of sponsorship and logo in conference program guide  
- Acknowledgement of level of sponsorship and logo on morning splash page and slideshow  
- Opportunity to participate in the Passport Program  
- Two conference registrations (per day) for on-site representatives *  
- Verbal acknowledgement in the opening remarks |

*Company representatives may attend academic sessions but cannot actively participate in any discussion. Breakfast, lunch and breaks will be provided for representatives.
NATIONAL CAPITAL CONFERENCE ON EMERGENCY MEDICINE | SPONSORSHIP AGREEMENT

Contact Information

Contact person: ________________________________________________________________

Position Title: ______________________________________________________________
Organization/Company Name: __________________________________________________

Email: __________________________________________ Phone: _____________________ Fax: __________________________

Mailing address: __________________________________________________________________________________________________________

Name and email address of company representatives attending:
1. __________________________________________________________
2. __________________________________________________________

Sponsorship Level

☐ Gold ($3500)  ☐ Silver ($2500)  ☐ Bronze ($1750)  ☐ Supporter ($500 per day)

Terms and Conditions

We understand by submitting this agreement to the Office of Continuing Professional Development, University of Ottawa, that we are contractually obligated to guarantee payment prior to the conference dates. By signing this agreement, we are responsible for the amount of our selected sponsorship in exchange for the opportunities listed in the conference invitation letter. We understand that we cannot forfeit on our support once this agreement is signed. A signed agreement and payment must be received before the conference in order to ensure that name badges are ready for your company. All sponsors and exhibitors must agree to the terms and conditions, as well as the exhibit display guidelines.

Guidelines with regard to exhibit displays at the University of Ottawa CPD education programs:

1) Product specific information can be provided with official indication and PAAB approval. 2) Non Product specific information can be provided if the information is accurate educational information such as guidelines, dosing cards, Rx info. There should NOT be anecdotal information or off label promotional information. 3) Demonstration devices and apparatus (i.e. inhalers, glucose monitors) without product may be displayed. No product or placebo may be used in devices. 4) Baby and Supplemental feeding products will not be allowed. 5) No proprietary or over the counter items will be allowed. This will include pain medications, anti-histamines, mouthwash products etc. If you are not sure please check before the program. 6) Gift items of any sort (including candy, food or drinks) are not allowed. 7) Computer display screens without audio displaying educational information with official indication and PAAB approved may be displayed. 8) Product or Company marketing screens are allowed but shouldn’t go beyond allotted table space. 9) Registrants will be encouraged by the event organizers to visit the exhibit booths. It is expected that Exhibitors remain at their booth during the refreshments breaks and do not actively engage in promotion of their company or product at any other time during the program.

Signature: ______________________________________ Date: ______________________

Payment Details

Cheque: Please mail the completed form with payment (cheque payable to University of Ottawa, CPD) to the address listed below. Thank you for your support of this activity!

Office of Continuing Professional Development
Room 158, Loeb Education Building
725 Parkdale Ave. Ottawa, ON K1Y 4E9

Credit Card: Please complete the information below and fax the completed form to 613-761-5262.

☐ Visa  ☐ Mastercard

Name on card: ______________________________________________________________
Card Number: ______________________________________________________________
Expiry Date: _______________________________________________________________
Signature: ________________________________________________________________