



2022 AAHCM  
ANNUAL  
MEETING

## EXHIBITOR & SPONSOR PROSPECTUS

ORLANDO, FL | OCTOBER 28-29, 2022 WITH PRE-CONFERENCE SESSIONS OCT. 27

*The premier conference for home care medicine professionals developed by pioneers in the field.*



Home-Based Medical Care: Growth Across the Field

## AAHCM CONNECTS YOU WITH THE RIGHT AUDIENCE FOR YOUR PRODUCTS AND SERVICES

The American Academy of Home Care Medicine (AAHCM) serves more than 1,000 physicians, nurses, social workers, and related professionals and agencies across the country committed to improving the care of patients in the home. AAHCM operates on the vision of providing high-quality care in the home with dignity to all those in need and works tirelessly to make this goal a reality.

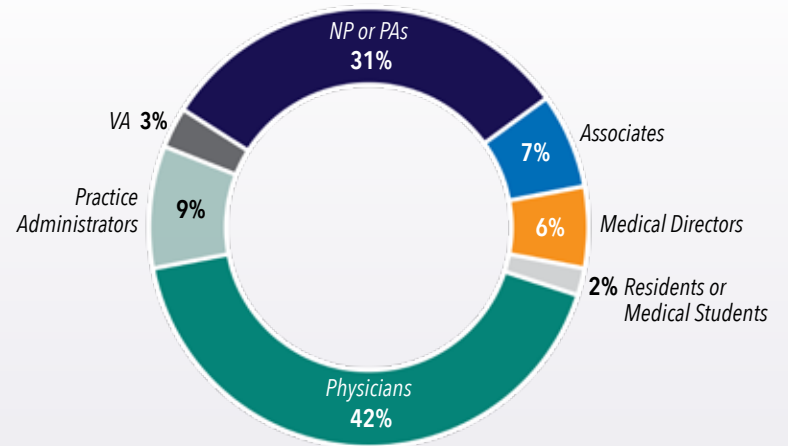
We are proud to present the sixth independent AAHCM Annual Meeting, held in Orlando, FL, October 28–29, 2022, with pre-conference sessions October 27. More than 400 interdisciplinary home-centered-care leaders are expected to attend, providing you an unmatched opportunity to demonstrate how your products and services will help them better care for their patients. Our event will be even bigger and more immersive than ever, with ample opportunities for attendee engagement and networking.

### MEETING LOCATION

Embassy Suites by Hilton Orlando Lake Buena Vista South  
 4955 Kyngs Heath Road  
 Kissimmee, FL 34746

### MEMBERSHIP

AAHCM has nearly 1,000 members, spanning the range of the interdisciplinary home care medicine team.



### AAHCM ATTRACTS LEADING ORGANIZATIONS

- Capital Caring
  - Centene/USMM
  - Johns Hopkins Medicine
  - Medstar Health
  - Mt. Sinai (NYC)
  - Village MD
  - Department of Veterans Affairs
  - Prospero Health
  - Cleveland Clinic
- Don't miss out on this opportunity — present your products and services to these influential organizations.**



## BECOME AN AAHCM SPONSOR

Maximize your visibility, increase traffic to your booth, and target specific audiences by taking advantage of sponsorship and advertising opportunities. Show your commitment to the practice of medicine in the home! Becoming a sponsor will benefit your organization in so many ways!

### Diamond Level

**\$25,000 (EXCLUSIVE)**

*This sponsorship offers maximum exposure and involvement with AAHCM. Offered on a first come, first served basis.*

- Executive partnership on Industry Relations Council (IRC) (\$5,000 value)
- Recognition as the official host of the Keynote Speaker, including a two-minute introduction (*Note: This benefit is available if the keynote session is not eligible for continuing education credits.*)
- One-hour live session to attendees  
*Demonstrate your products, invite an industry speaker, or get live feedback from attendees on opening day, time to be determined. Topic and content are subject to AAHCM approval. Sponsor sessions are not eligible for continuing education credits.*
- First choice of exhibit location
- Two (2) exhibit spaces (10 x 10)
- Four (4) complimentary Annual Meeting registrations, including access to all sessions and networking events
- Two (2) complimentary exhibitor registrations, with access to networking events
- Company logo with link and 100-word description on Annual Meeting sponsors webpage
- Premier logo placement on event signage in lobby
- Pre- and post-attendee contact list (PDF: name, credentials, title, and company)
- Opportunity to send two (2) emails to attendees, one (1) before the event and one (1) following the event  
*Email content is subject to AAHCM approval. Email dates must be reserved no less than two (2) weeks prior to the send date. Email content must be provided no less than one (1) week prior to the send date.*
- Insertion of one (1) sustainable swag promotional item in attendee registration bag
- Meet-and-greet with AAHCM board members before President's Reception
- Opportunity to host a drawing for giveaways
- *Diamond Sponsor* noted in meeting materials



## Platinum Level

**\$15,000** (TWO [2] OPPORTUNITIES AVAILABLE)

- Recognition as the Lunch Sponsor (One on Friday, One on Saturday)
- 30-minute pre-conference live session to attendees — *Demonstrate your products, invite an industry speaker, or get feedback from attendees during our pre-conference Thursday, Oct. 27, time to be determined. Topic and content are subject to AAHCM approval. Sponsored sessions are not eligible for continuing education credits.*
- One (1) exhibit space (10 x 10)
- Three (3) complimentary Annual Meeting registrations, including access to all sessions and networking events
- Two (2) complimentary exhibitor registrations, including access to networking events
- Company logo with link and 75-word description on Annual Meeting sponsors webpage
- Name and logo on event signage in lobby
- Pre- and post-attendee contact list
- Opportunity to send two (2) emails to attendees, one (1) before the event and one (1) following the event — *Email content is subject to AAHCM approval and dates must be reserved no less than two (2) weeks prior to the send date. Email content must be provided no less than one (1) week prior to the send date.*
- Insertion of one (1) sustainable swag promotional item in attendee registration bag.
- Opportunity to host a drawing for giveaways
- *Platinum Sponsor* noted in attendees' profile for all company attendees

## Gold Level

**\$10,000** (THREE [3] OPPORTUNITIES AVAILABLE)

- Sponsorship of attendee breaks
- 15-minute sponsor spotlight  
*Demonstrate your products and services with a 15-minute, pre-recorded video played during the Product Spotlight Solution Session, time to be determined. Topic and content are subject to AAHCM approval. Sponsored videos are not eligible for continuing education credits.*
- One (1) exhibit space (10 x 10)
- Two (2) complimentary Annual Meeting registrations, including access to all sessions and networking events
- Two (2) complimentary exhibitor registrations, including access to networking events
- Company logo with link and 75-word description on Annual Meeting sponsors webpage
- Name and logo on event signage in lobby
- Pre- and post-attendee contact list
- Insertion of one (1) sustainable swag promotional item in attendee registration bag
- Opportunity to send one (1) email to attendees prior to the event — *Email content is subject to AAHCM approval and dates must be reserved no less than two (2) weeks prior to the send date. Email content must be provided no less than one (1) week prior to the send date.*
- Opportunity to host a drawing for giveaways
- *Gold Sponsor* noted in attendees' profile for all company attendees

## Exhibitor Benefits

When you exhibit with us at the AAHCM Annual Meeting, we bring the attendees directly to you for dedicated exhibit hours and special events:

- Meet face-to-face with leaders in home care medicine.
- Connect with attendees during networking time and welcome reception in the exhibit hall.
- Gain insight into home-centered care from special-interest discussions during breakfast/lunch hours.



## Silver Level **\$7,500** (UNLIMITED)

- Sponsorship of attendee beverage and snack breaks
- One (1) exhibit space (10 x 10)
- One (1) complimentary Annual Meeting registration, including access to all sessions and networking events
- Two (2) complimentary exhibitor registrations, including access to networking events
- Company logo with link and 50-word description on Annual Meeting sponsors webpage
- Pre- and post-attendee contact list
- Insertion of one (1) sustainable swag promotional item in attendee registration bag
- Opportunity to send one (1) email to attendees following the event — *Email content is subject to AAHCM approval and dates must be reserved no less than two (2) weeks prior to the send date. Email content must be provided no less than one (1) week prior to the send date.*
- Opportunity to host a drawing for giveaways
- *Silver Sponsor* noted in attendees' profile for all company attendees

## Bronze Level **\$3,500** (UNLIMITED)

- One (1) exhibit space (10 x 10)
- Two (2) complimentary exhibitor registrations, including access to networking events
- Company logo with link and 50-word description on Annual Meeting sponsors webpage
- Pre- and post-attendee contact list
- Name and logo on event signage in lobby
- Insertion of one (1) sustainable swag promotional item in attendee registration bag
- Opportunity to send one (1) email to attendees following the event — *Email content is subject to AAHCM approval. Email dates must be reserved no less than two (2) weeks prior to the send date. Email content (text, URLs, and images) must be provided no less than one (1) week prior to the send date.*
- Opportunity to host a drawing for giveaways
- *Bronze Sponsor* noted in attendees' profile for all company attendees

## Exhibitor **\$2,500** (UNLIMITED)

- One (1) exhibit space (10 x 10)
- Two (2) complimentary exhibitor registrations, including access to networking events
- Company logo with link and 50-word description on Annual Meeting sponsors webpage
- Pre- and post-attendee contact list
- Opportunity to host a drawing for giveaways

## DEDICATED EXHIBIT HOURS

(subject to change)

All times Eastern Daylight (EDT)

### Exhibitor Move-In

**Thursday, Oct. 27**

5:00 PM – 9:00 PM

### Exhibit Hours

**Friday, October 28**

7:00 AM – 9:00 AM

11:30 AM – 3:00 PM

5:00 PM – 6:30 PM

**Saturday, October 29**

7:00 AM – 9:00 AM

10:10 AM – 12:30 PM

### Exhibitor Move-Out

**Saturday, October 29**

1:00 PM – 3:00 PM

For sponsor and exhibit space information

Contact: Shada Biabani

Phone: 855.576.8482

Email: [shada@aaHCM.org](mailto:shada@aaHCM.org)



## Awards & Scholarship Supporters

**\$1,000**

Recognition for support of awards and scholarships in meeting materials.

## INTERESTED IN A CUSTOM PACKAGE OR SUPPORTING AAHCM IN ANOTHER WAY?

We can create a sponsorship package for you! Contact Shada Biabani at [shada@aaahcm.org](mailto:shada@aaahcm.org)

## OTHER WAYS TO SHOW YOUR SUPPORT

### ANNUAL MEETING TOTE BAG — \$6,000 (Exclusive)

Features sponsor logo and AAHCM logo. This sponsorship also qualifies for the Bronze Level benefit package for 2022. Price includes cost of tote bag.

### WATER BOTTLE SPONSORSHIP — \$6,000 (Exclusive)

Be the exclusive sponsor of the Annual Meeting Water Bottle. With COVID still looming, water pitchers and glasses will not be offered in sessions. Attendees will be encouraged to use the water stations throughout the conference area to refill their water bottles and stay hydrated. This sponsorship includes the Bronze Level benefits package for 2022.

### HYDRATION STATION — \$3,500 (2 opportunities)

Your company name and logo will be prominently displayed on the Hydration Station located in the Exhibit hall or near the meeting rooms. Promote your product or drive traffic to your booth throughout the Annual Meeting.

### PHOTO BOOTH SPONSORSHIP — \$3,500 (Exclusive)

Make your brand synonymous with the fun and education of the Annual Meeting. Sponsor the attendee photo booth and your logo will appear in attendee's keepsakes — and their social media feeds.



## Exhibit and Sponsorship Contract—Terms and Conditions

**1. APPLICATION AND ELIGIBILITY.** Application for exhibit booth space and/or sponsorship provided by AAHCM (hereinafter "the Association"), must contain the information as requested, and be executed by an individual who has authority to act for the applicant. This exhibition is designed for the display and demonstration of products and services relating to home care medicine and those individuals attending the Association's 2022 Annual Meeting. The Association shall determine the eligibility of any company, product, or service. The Association may reject the application of any company whose display of goods or services is not compatible, in the sole opinion of the Association, with the educational character and objectives of the exhibition. In the event an application is not accepted, any paid space rental fees or deposits will be returned. This contract is binding upon receipt and acknowledgment by the Association. Acknowledgment constitutes one or more of the following: Association confirmation letter or e-mail message, shared conference information to exhibitor, receipt of exhibit kit or information.

**2. PAYMENT DATES.** No booths or sponsorship will be guaranteed until the Association receives full payment of the total booth/sponsorship fee, along with a signed contract. If full payment is not received by August 15, 2022, the Association will have the right to resell the assigned booth and/or sponsorship space. The exhibitor/sponsor expressly understands and agrees that all amounts paid hereunder will be applied first to any outstanding obligations due the Association by the exhibitor/sponsor, and then to the amounts due in accordance with this paragraph hereof, that any resulting arrearages must be paid within the time limits specified herein, and that the Association will have the right to cancel this agreement if the exhibitor/sponsor is or becomes in arrears with respect to any outstanding obligation due the Association.

**3. CANCELLATION OF EXHIBIT SPACE OR SPONSORSHIP.** If the exhibitor/sponsor notifies the Association in writing of their intent to cancel the contract after acceptance but prior to July 15, 2022, a full refund of monies, minus a \$500 administrative fee, will be made. If the Association receives a written request for cancellation of contract between July 15-August 30, 2022, the exhibitor/sponsor will be liable for fifty percent (50%) of the full price of said exhibitor's booth space or sponsorship. No refunds will be made after August 31, 2022. In the event of cancellation by an exhibitor/sponsor at no time can the cancellation fee be considered a donation or be recognized as support of AAHCM.

If for any cause beyond the control of the Association—such as, but not limited to, the destruction of the event venue by an act of God, the public enemy, authority of the law, or other force majeure—the Association is unable to comply with the terms of this contract and deliver space allotted hereunder, this contract shall be considered terminated and any payments made hereunder by the exhibitor/sponsor shall be refunded, less expenses incurred by the Association to the date of the termination allocable to the exhibitor/sponsor after proration thereof among all exhibitors/ sponsors.

**4. ASSIGNMENT OF BOOTH SPACE.** Space will be assigned beginning March 2022 according to the date on which the contract and deposit are received, the points earned, the availability of the requested area, amount of space requested, special needs, and compatibility of the exhibitor's products with the Association's aims and purposes. Points earned depend on two factors:

A. The number of shows in which the exhibitor has participated.

B. Does the exhibitor advertise or support the Association.

The Association reserves the right to assign space other than the choice requested, if necessary, and the right to rearrange the floor plan and/or relocate any exhibit.

**5. CONDUCT OF EXHIBITS.** The advertisement or display of goods or services other than those manufactured, distributed, or sold by the exhibitor in the regular course of business and identified in this contract is prohibited. An exhibitor may not assign, sublet, or apportion all or any part of the contracted booth space, nor may an exhibitor permit the display, promotion, sales, or marketing of non-exhibitor products or services. Interviews, demonstrations, and distribution of literature or samples must be made within the booth area assigned to the exhibitor. All sales activities must be compliant with the FDA and OIG. Canvassing or distributing of advertising outside the exhibitor's own booth will not be permitted. There is no restriction on selling in common networking spaces provided that sales transactions may be conducted only within the exhibitor's own booth.

Exhibitors are responsible to the Internal Revenue Service for the collection and submission of the applicable state and local sales taxes for sales which occur on the exhibit platform.

The Association reserves the right to restrict the operation of, or evict completely, any exhibit which, in the sole opinion of the Association, detracts from the general character of the exhibition as a whole. This applies to displays, literature, advertising novelties, souvenirs, conduct of persons, etc.

**6. BOOTH SETUP.** All exhibits must be set up by 9:00 pm Thursday, October 27, 2022, without exception.

**7. ADDITIONAL EXHIBITOR SERVICES.** There will be no official convention contractor for exhibitor services at this event. The Association will send out information on basic services such as electrical and communication amenities at least 60 days out from conference. For services with rental displays, additional decorating, furniture, signs, cleaning, photography, floral, electrical, telephone, audiovisual service, drayage, and labor, please contact the Association to coordinate with facility.

**8. HOSPITALITY AND ENTERTAINMENT.** Hospitality suites or events sponsored by the exhibitors must be approved by the Association in writing. No entertainment may be scheduled to conflict with the Association's program hours, activity hours, or exhibit hours. The Association has blocked suites at the hotel that will be available on a first-come, first-served basis. Please complete the Ancillary Room Request Form available on the AAHCM website.

**9. EXHIBIT STAFF REGISTRATION.** Prior to October 1, 2022 registration of two (2) per paid booth will be complimentary, provided that registrations are received by the Association before October 1, 2022. There will be a \$150 charge for the registration of each additional booth representative who exceeds the 2-per-booth allotment. After October 1, 2022, an additional \$50 service fee will be incurred for the following:

A. Registration of each representative

B. Each name change

C. Each lost badge or name substitution.

Each exhibitor who registered in advance will have a printed exhibitor badge available at the exhibitor registration area at the hotel. This badge will entitle registered exhibitors admission to the exhibit area, networking activities and Keynote Speaker Sessions only. Exhibitors must wear badges at all times—including during setup times, exhibit hours, and dismantling—in order to enter the exhibit area. Exhibitor staff, temporary help, and setup personnel must wear exhibitor badges or other badges designated by the Association or the Official Contractor. Exhibitor badges do not give admission to other conference functions, nor are they transferable.

**10. UNACCEPTABLE EXHIBITS.** The exhibitor agrees not to use any displays that the Association determines, in its absolute discretion, will unreasonably endanger the person or property of the attendees or of the exhibitors, are in bad taste, are liable to discredit or subject the Association to criticism or legal liability, are inconsistent with the stated purposes of the Association and the interest and welfare of its members, are inimical to the property rights of the Association, or violate the booth regulations or any other provision of this contract. In the event the Association determines at any time that any exhibit may or does violate this contract and the exhibitor is unable or unwilling to cure or correct such violation, the Association may terminate this agreement immediately and forbid erection of the exhibit or may remove or cause the exhibit to be removed at the exhibitor's expense, and the exhibitor hereby waives any claim for refund of the exhibit booth or other damages arising out of such termination and/or exhibit removal. Any exhibitor who is uncertain as to whether an exhibit is in compliance with all applicable regulations and requirements should contact the Association.

**11. FDA REGULATIONS.** Exhibitors shall comply with all applicable U.S. Food and Drug Administration (FDA) regulations, including, without limitation, FDA restrictions on the promotion of investigational and pre-approved drugs and devices and the FDA prohibition on promoting approved drugs and devices for unapproved uses. Any product not FDA-approved for a particular use or not commercially available in the U.S. may be exhibited only if accompanied by easily visible signs indicating the status of the product. Exhibitors shall have available in their exhibit space a PDF letter from the FDA that describes the allowable use of any drug or device exhibited.

**12. AMERICANS WITH DISABILITIES ACT.** The exhibitor shall ensure that its booth and its promotional materials and activities comply with the Americans with Disabilities Act so as to allow persons with disabilities equal access to goods and services.

**13. INDEMNIFICATION.** The exhibitor agrees that it is responsible for the defense and payment of any and all claims, demands and suits on account of any alleged injuries, death or other loss by individuals, or damage to property or other loss, to any party occurring in the exhibit facility or elsewhere because of the acts or omissions of the exhibitor, its employees or agents, licensees, guests or contractors. The exhibitor agrees to defend, indemnify and hold harmless the Association, the exhibit platform, and their respective owners, managers, officers or directors, agents, employees, independent contractors, subsidiaries and affiliates (collectively "Indemnitees"), from any and all claims, actions, causes of action, demands or liabilities of whatsoever kind and nature including judgments, interest, attorneys' fees, and all other costs, fees, expenses and charges which any Indemnitee, its officers, directors, employees, and agents, and each of them, may incur arising out of the negligence, gross negligence or willful or wanton misconduct of the exhibitor, its officers, directors, employees, agents, contractors, or any other person or organization hired by the exhibitor. The term of this section shall survive the termination or expiration of this contract.

**14. FAILURE TO HAVE EXHIBIT BOOTH SET-UP.** Any exhibit space not completed by 9:00 pm Thursday, October 27, 2022 shall be forfeited by the exhibitor, and space may be resold, reassigned, or used by the Association without refund, unless a request for delayed occupancy has received prior approval by the Association in writing.

**15. ADVERTISING MATERIAL.** The use or distribution of any souvenirs during the convention shall be subject to prior written approval by the Association. Such material shall be submitted to the Association for approval 60 days prior to the convention. Except as otherwise provided, the Association will not endorse, support, or be liable for the claims made by the exhibitors as to the qualities or merits of their products or services, and no advertising or mention will indicate, claim, or suggest such endorsement or support. All handouts must be distributed within the exhibit booths.

**16. PHOTOGRAPHY.** The Association occasionally has photographs of exhibitors and their booth personnel taken during the exhibition and uses such photographs in its promotional materials. By virtue of the exhibitor's participation in the exhibition, the exhibitor, on behalf of its booth personnel, automatically agrees to usage of its booth personnel's likeness in such materials with no remuneration to exhibitor or to its booth personnel.

**17. MISCELLANEOUS.** The Association shall have the sole authority to interpret and enforce all terms and conditions governing exhibitors/sponsors and this exhibition. Any and all matters not specifically covered herein are subject to decision by the Association. These terms and conditions may be amended at any time by the Association upon written notice to all exhibitors/sponsors. The exhibitor/sponsor expressly agrees to be bound by the terms and conditions set forth herein and by any amendments thereto adopted by the Association from time to time. This contract shall be interpreted under the laws of the United States and of the State of Illinois.

**18. LIMITATION OF LIABILITY.** IN NO EVENT SHALL ASSOCIATION, EXHIBIT PLATFORM, AND THEIR RESPECTIVE OWNERS, MANAGERS, OFFICERS OR DIRECTORS, AGENTS, EMPLOYEES, INDEPENDENT CONTRACTORS, SUBSIDIARIES AND AFFILIATES (COLLECTIVELY "EXHIBITION PARTIES") BE LIABLE TO THE EXHIBITOR/SPONSOR OR ANY THIRD PARTY HIRED BY OR OTHERWISE ENGAGED BY THE EXHIBITOR/SPONSOR FOR ANY LOST PROFITS OR ANY OTHER INDIRECT, SPECIAL, PUNITIVE, EXEMPLARY, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING ATTORNEYS' FEES AND COSTS, ARISING OUT OF THIS APPLICATION AND CONTRACT OR CONNECTED IN ANY WAY WITH USE OF OR INABILITY TO USE THE SERVICES OUTLINED IN THIS APPLICATION OR FOR ANY CLAIM BY THE EXHIBITOR/SPONSOR, EVEN IF ANY OF THE EXHIBITION PARTIES HAVE BEEN ADVISED, ARE ON NOTICE, AND/OR SHOULD HAVE BEEN AWARE OF THE POSSIBILITY OF SUCH DAMAGES. EXHIBITOR/SPONSOR AGREES THAT EXHIBITION PARTIES' SOLE AND MAXIMUM LIABILITY TO THE EXHIBITOR/SPONSOR REGARDLESS OF THE CIRCUMSTANCES SHALL BE THE REFUND OF THE EXHIBIT BOOTH FEE. THE EXHIBITOR/SPONSOR AGREES TO INDEMNIFY AND DEFEND THE EXHIBITION PARTIES FROM ANY CLAIMS BROUGHT BY A THIRD PARTY HIRED BY OR ENGAGED BY THE EXHIBITOR/SPONSOR FOR ANY AMOUNT BEYOND THE EXHIBIT BOOTH FEE. FURTHER, EXHIBITOR/SPONSOR AGREES TO PAY ALL ATTORNEYS' FEES AND COSTS INCURRED BY EXHIBITION PARTIES ARISING OUT OF OR IN ANY WAY RELATED TO THIS CONTRACT. EXHIBITOR/SPONSOR SHALL BE SOLELY RESPONSIBLE FOR ITS ATTORNEY'S FEES AND COSTS.