



2009 TECHNOLOGY FORUM GUIDELINES

ACP Technology Forum-Saturday, November 7, 2009 9 a.m. – 12 p.m.

The ACP Technology Forum provides a venue for demonstrations, hands-on experiences and/or interactive seminars to introduce your latest technologies to Prosthodontists – the leaders in restorative and esthetic dentistry – as well as to highly-trained and skilled lab technicians. Don't miss this opportunity to put your product or technology in the hands of this audience of high-end buyers and key opinion leaders.

Program Format

These are focused 30-minute programs that allow you to get your message directly to the key folks you need. Your program format and room set-up are entirely up to you, however we ask that in planning, please give consideration to 30-minute increments for presentation and/or demonstrations to allow participants to flow in and out of several sessions during the forum.

Fees and Payment

\$10,000

(The fee includes meeting space, 6 full meeting registrations, promotion (see below for details on promotion); it does not include audio-visual, food or decorating costs.)

***Application Deadline:** May 1, 2009 (must include \$2000 non-refundable deposit)

Full Payment Deadline: June 1, 2009

Cancellation: In the event that you need to cancel your participation in the Technology Forum the ACP will refund \$8,000 for cancellations received by **July 1** and \$5,000 for cancellations received by August 1, no refunds will be given for cancellations made after **August 1**. In the event that the ACP cancels the technology forum all fees will be refunded. If for some reason you must cancel due to unforeseen business circumstances, requests for any amount of refund may be considered only if there is another entity able to fill the vacancy

****Please note that space is limited so it is possible that the number of slots could sell out prior to the May 1 deadline. If you are interested we encourage you to inquire and apply early.***



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Hotel Arrangements

For your room set-up, audio-visual, Internet, electrical, catering and standard furniture needs you must contact the hotel directly. All, general questions about the space or hotel should be directed to the hotel. Once your application is confirmed, and the space is assigned the ACP will provide you with the appropriate contacts. Other services such as labor (equipment, booth transfer from the ACP exhibit hall to Technology Forum, specialty furniture orders, etc.) will be managed by our general contractor GES and are the responsibility of the exhibitor.

Promotion

Once confirmed you will receive a form to include your Synopsis & Objectives form which is due back to the ACP no later than **August 15** to secure your company's accurate description in all ACP Technology Forum promotion including:

1. Listing and session description including link to company Web site as part of the ACP Annual Session information on www.prosthodontics.org;
2. Article highlighting Technology Forum in the Fall 2009 ACP *Messenger*;
3. Promotion to ACP members including pre-registered Annual Session meeting attendees via **one or more** issues of the ACP's weekly e-newsletter;
4. Technology Forum session description and company logo in the 2009 ACP Annual Session Program
5. Promotion of the Technology Forum sessions in the meeting attendee confirmation packet.

If you are interested please complete the enclosed form with a \$2,000 non-refundable deposit by **May 1, 2009**:

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