

# 2025 Exhibitor Prospectus



**SOUTHERN STATES**  
RHINOLOGY FOUNDATION

**Annual Rhinology Course**  
**Thursday April 24 - Saturday April 26, 2025**  
**West Beach Conference Center**  
**Kiawah Island, South Carolina**

# EXHIBITOR

# INFORMATION



Join us back in Kiawah Island, SC for the **21st Annual Southern States Rhinology Course**. This course is designed to provide a comprehensive update on the medical and surgical practice of rhinology. We are proud to present a distinguished faculty of academic otolaryngologists from the southeastern United States.

## PRELIMINARY AGENDA

### Thursday, April 24, 2025

7:00 AM - 1:00 PM Exhibitor Viewing

6:30 PM - 7:30 PM Exhibitor Viewing / Cocktail Reception

### Friday, April 25, 2025

7:00 AM - 1:00 PM Exhibitor Viewing

### Saturday, April 26, 2025

7:00AM **Attendee Lab \*Attendees & Mobile Lab Sponsors only\***

### SET-UP

The lecture portion of this conference will be held at the Kiawah Island Golf Resort's West Beach Conference Center, 12 Kiawah Beach Drive, Kiawah Island, South Carolina 29455. Exhibitors are allowed to set-up from 5:00 PM - 7:00 PM on Wednesday, April 23, 2025. Exhibitors must be ready to exhibit promptly at 7:00 AM on Thursday, April 24, 2025. Each patron level includes one table per exhibitor unless an additional table is pre-purchased.

### BREAKDOWN

You may break down your exhibit at any time, however, all exhibits must be fully broken down by 3:00 PM on Friday, April 25, 2025. Due to strict rules and regulations, all exhibit areas must be clean and free of debris before departing. If you wish, you may neatly leave additional materials for attendees to take on their own.

### SHIPPING

Any boxes or freight will incur a \$5.00/box inbound/outbound handling fee. Exhibits and large boxes (over 50 pounds) will incur an additional fee (minimum of \$25.00 per piece). To insure that your freight is delivered to the proper destination, please address to:

Barbara Steele- HOLD FOR:  
Kiawah Island Resort- West Beach Conference Center  
2 Shipwatch Road  
Kiawah Island, SC 29455  
ATTN: SSRF 04/24/25  
(Your Company & Rep Name)

Please ship all deliveries to arrive **NO EARLIER** than 3 DAYS prior to the event. Kiawah Island Golf Resort takes no responsibility for delivered items and cannot inventory items when they arrive. Exhibitors are responsible for covering the costs of their shipping fees. Items should be labeled as noted above to insure proper delivery to exhibit table.

**All freight deliveries MUST be coordinated in advance with SSRF and Kiawah Island.**

If items need to be shipped out after the meeting, representatives may leave their deliveries in the exhibitor room. **HOWEVER**, all shipping materials **MUST BE LABELED**, AND representatives should have all the necessary forms needed to ship out packages as they will not be provided by SSRF or the hotel.

### ACCOMMODATION INFORMATION

To book your accommodations at the Kiawah Island Golf Resort, please call (800) 654-2924. Use Code: Southern States RhinologyGroup room rates: 1 Bedroom Scenic Villas - \$230\*/night · 2 Bedroom Scenic Villas - \$267\*/night · 3 Bedroom Scenic Villas - \$302\*/night.

The allotment of rooms is based on your exhibit level and how many exhibitor reps are allowed per level (not including extra badges purchased). If more than your allotted rooms are booked, the other reservations will not be cancelled but will be transferred to the hotel rack rate, To be guaranteed, reservations must be made by March 24, 2025.

\*Base rates do not include state & local taxes or resort fees.

# Exhibitor Levels

## Platinum Level

\$10,000

- Company logo on SSRF website noted as a Platinum Patron with a clickable link to your website.
- AV Support - Your company name and logo will be displayed next to the registration desk on the Projection screen.
- Company Logo on patronage signage throughout the activity
- Conference App - Company Listing with Logo, Banner Ad, Description, Rep Names, and three (3) Push Notifications
- Virtual Exhibit Hall - Company Logo, Representatives, Descriptions, Website, Social Media, option to post links, slide deck, and PDFs.
- Complimentary registration for (6) company representatives\*
- One 6' exhibit table with exclusive top placement in the exhibit hall

\*Premium benefit of Platinum level support is having the first choice of holding a Product Theater or Faculty Dinner Sponsorship (Wednesday or Thursday)  
See more details on page 6

## Gold Level

\$8,000

- Company logo on SSRF website noted as a Gold Patron with a clickable link to your website
- Company Logo on patronage signage throughout the activity
- Conference App - Company Listing with Logo, Banner Ad, Description, Rep Names and two (2) Push Notifications
- Virtual Exhibit Hall - Company Logo, Representatives, Descriptions, Website, Social Media, option to post links, slide deck, and PDFs.
- Complimentary registration for (4) company representatives\*
- One 6' exhibit table with preferred placement in the exhibit hall

\*Premium benefit of Gold level support is having the first choice of holding a Product Theater or Faculty Dinner Sponsorship (Wednesday or Thursday)  
See more details on page 6

**\*Platinum & Gold levels have the ability to purchase additional name badges at these levels.**

# Exhibitor Levels

## Silver Level

\$6,000

- Company logo on SSRF website noted as a Silver Patron
- Company Logo on patronage signage throughout the activity
- Conference App - Company Listing with Logo, Banner Ad, Description, Rep Names and one (1) Push Notifications
- Virtual Exhibit Hall - Company Logo, Representatives, Descriptions, Website, Social Media, option to post links, slide deck, and PDFs.
- Complimentary registration for (3) company representatives\*
- One 6' exhibit table with preferred (or assigned) placement in the exhibit hall

## Bronze Level

\$4,000

- Company logo on SSRF website noted as a Bronze Patron
- Company Logo on patronage signage throughout the activity
- Conference App - Company Listing with Logo, Banner Ad, Description, and Rep Names
- Virtual Exhibit Hall - Company Logo, Representatives, Descriptions, Website, Social Media, option to post links, slide deck, and PDFs.
- Complimentary registration for (2) company representatives\*
- One 6' exhibit table with assigned placement in the exhibit hall

### TABLE/EXHIBIT LOCATION

All exhibits will be in one ballroom. Table placement will be based on Exhibit Level

### ADDITIONAL BADGES FOR REPS

\$500 per Rep over the number included with the purchased exhibit level for a maximum of 2 additional badges.

**\*NEW FOR 2025: GOLD & PLATINUM LEVELS CAN PURCHASE ADDITIONAL BADGES\*  
SILVER AND BRONZE MUST INCREASE SPONSORSHIP IF ADDITIONAL BADGES ARE NEEDED**

### \*\*ADDITIONAL EXHIBIT TABLE (Platinum and Gold Levels Only)

An additional table can be purchased in advance for \$1,500 (if space allows at the time of purchase)

### NOT INCLUDED IN EXHIBIT FEE

Power, internet, and shipment handling fees are NOT included in the exhibit fee & are subject to an additional charge if needed.

# Additional Support

## Food and Beverage Stations

Your exhibit booth will be strategically placed next to your selected food or beverage station. This is a great opportunity to ensure that your sales representatives will be able to interact with the attendees.

Coffee & Tea Only: \$1,000.00\*

Snack Break: \$500.00\*

Food & Beverage Stations perks:

- Ability to provide napkins with your company logo on them
- Ability to provide coffee mugs with your company logo\* (Available to Coffee/Tea Sponsor Only)
- Company signage will be provided at a station

*\*Enhance your sponsorship with a customized menu provided by conference hotel. Additional Food/Beverage cost will be incurred by sponsoring organization upon request of enhancement*

## Cocktail Reception

Sponsor the Southern States Rhinology Foundation Thursday Night Cocktail Reception. Signs will be displayed at the reception.

Cocktail Sponsor: \$1,500.00

## Exclusive-Name Badge Lanyards

Because every attendee is required to wear a name badge during all meeting times, they will be wearing YOUR brand around their necks at all times! Sponsor will produce and provide 85 lanyards.

Lanyard Sponsor: \$2,000.00

**NEED MORE  
INFO?  
Contact  
Sabrina Crawford**

# Platinum & Gold Benefits

The following additional sponsorship opportunities are available exclusively to our Platinum and Gold Supporters. This is in addition to the price to support at the Platinum or Gold level and is prioritized based on the level of support and availability at the time of registration.

**\*Please confirm availability before registration\***

## **PRODUCT THEATER**

**(Placement and Availability based on level of support)**

Host a Non-CME Product Theater for attendees. Speakers can be in-person or virtual (via Zoom link). Includes AV, room rental, and email blast to attendees advertising the event. The event would be included on the agenda noting the speaker, topic, and your company name/product logo (if preferred). Company to provide the speaker & and cover the speaker fees.

Product Theater Sponsorship: \$10,000

## **FACULTY DINNER: EXCLUSIVE TO 1 COMPANY**

Sponsor either Wednesday, Thursday, or Friday night's dinner with the SSRF Board.

\*Sponsor is not responsible for the cost of Food/Beverage incurred with the meal (Private one company sponsor)

Faculty Dinner Sponsorship: \$4,000

## **WEBSITE BANNER AD**

Gain additional exposure to our attendees by sponsoring a banner ad on the main page that is seen by our attendees. The banner ad will be linked to the sponsoring organization's website. Displayed on the SSRF website for 6 months.

Website Banner Ad Sponsorship: \$1,500



**REGISTER  
NOW!**

# 2025 SPONSOR/EXHIBITOR CONTRACT

Registration is available online at  
[www.southernstatesrhinology.org](http://www.southernstatesrhinology.org)

## EXHIBITOR CONTRACT TERMS

1. If purchased, each company will have one (1) table for the Southern States Rhinology Foundation (SSRF) Course.
2. Exhibitors are required to have a representative at their table at all times during exhibit hours.
3. The number of sales representatives allowed to exhibit at the meeting is based upon the number assigned in exhibit level. Each additional badge per company representative is \$500/badge (with a maximum of 2 additional badges for Platinum & Gold levels only)
4. Exhibitor set-up begins on Wednesday, April 23rd at 5:00 PM. You may break down your exhibit at anytime; however, all exhibits must be fully broken down by 3:00 PM, Friday, April 25, 2025
5. All sound equipment must be regulated so that it does not disturb neighboring exhibits. SSRF reserves the right to determine at what point sound constitutes interference with others and must be discontinued.
6. Due to regulations by the music industry regarding music at public meetings, conventions and shows, exhibitors may not play music during the trade show, either live or recorded.
7. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allotted to them.
8. SSRF authorizes exhibitors to make retail sales of tangible personal property or service subject to sales tax. The exhibitor shall be solely responsible for any local, state or federal tax liability resulting from this contract or other tax implication arising from activities while exhibiting at the meeting.
9. Booths must be kept clean. The floor and display areas of the booth must be clear of debris. Exhibitors will be liable for any extra clean-up costs incurred due to displays, food machines and other means.
10. Use of electrical current is confined to lighting or the operation of such equipment that is harmless, noiseless and does not release undesirable odors.
11. Objectionable practices by exhibitors or official suppliers should be reported immediately to SSRF management and not after the show is completed.
12. No children under 16 years of age will be allowed in the exhibit area at any time, unless accompanied by an adult.
13. It is agreed that SSRF and the host facility shall not be liable for any damage to, or destruction of, any exhibit from any cause or for the theft or disappearance of any exhibit or any property contained in or about the exhibit booth area.
14. The exhibitor agrees to indemnify and hold harmless SSRF and the host facility or their employees or their representatives against any and all liabilities for damage, injury or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees or their representatives.
15. SSRF will only refund exhibitors who are pre-registered the cost of booth space and will not be held responsible or liable for charges or damages for any failure of performance due to acts of nature, labor disputes, and shortage of materials, governmental authority, or other circumstances beyond reasonable control of either party.
16. Neither SSRF nor the host hotel maintains insurance covering property brought onto or stored on the resort's premises by exhibitors, and it is the responsibility of the exhibitor to obtain or maintain such coverage at their own expense.
17. Exhibitors will not offer educational/training programs within the show facility simultaneous to the SSRF meeting and related programs.
18. This agreement includes a one-time list of pre-meeting and post-meeting attendees.
19. MSL/Scientific Liaisons will only be permitted to attend on behalf of their organization if their organization is a registered exhibitor.

## BOOTH CONSTRUCTION

1. All electrical work and electrical wiring must be approved and installed in accordance with regulations established by the officials of the Fire Marshal's Office.
2. No construction will be allowed at the sides or above the booth that may obscure the view of any adjacent booths.
3. All materials used for decorating must be flameproof.
4. Construction and signs that are above 8 feet in height must be approved by the SSRF.
5. All applicable cities, county and state codes and ordinances must be complied with as well as those of the host facility.
6. Nothing shall be posted on, tacked, nailed or otherwise affixed to columns, walls, floors or other parts of the buildings, furniture or equipment.
7. In order to meet the set-up deadline, the SSRF management reserves the right to order labor to set-up any exhibit that is not in the process of being erected by 6:00 AM Thursday, April 24, 2025. The cost for this labor will be paid by the exhibitor. All exhibits must be fully broken down by 3:00 PM, Friday, April 25, 2025.
8. The interpretation of all rules and regulations is the responsibility of the SSRF Executive Committees or their designated representative. All decisions of said group or representatives are final.

## REFUND POLICY

Cancellations for all registered exhibitors 30+ days prior to April 23, 2025 are eligible for 50% refund. Cancellation 29 days or less before April 23, 2025 are not eligible for a refund.

**\*You must agree to these Terms & Conditions during the online registration process in order to exhibit.\***

By e-signing this document through registration online, I agree and adhere to all policies and regulations. I guarantee payment in full due to the amount indicated on the exhibitor registration form before or on the date of the meeting or I understand that my company will not be able to exhibit. If for any reason, the SSRF Southern States Rhinology Course must be cancelled, management is not liable for any costs other than entry space fees that are already pre-paid. If the date or location must be changed for any reasons beyond management's control, it is agreed that the booth fee is non-refundable as a date or location change will be provided. Should my company decide to cancel this agreement and not exhibit at the event, a 50% refund will be issued if cancelled 30+ days prior to April 23, 2025. Cancellations 29 days or less before April 23, 2025 are not eligible for a refund. Must allow 6-8 weeks for refund processing.