

## Exhibit Hall Facts:

**Exhibit Hall Hours:** All snack breaks and the Welcome Reception will be held in the Exhibit Hall. Two luncheons will be held in the room adjacent to the Exhibit Hall. All Exhibitors are expected to be set up by 1600 on Thursday and remain set up through Saturday until the lunch is over and the first afternoon educational session has started (1300).

### Thursday, November 10, 2011

- Set Up for Vehicles – 0900 – 1100
- Set Up for Booths – 1100 – 1600
- Exhibit Hall/Welcome Reception – 1700 - 1830

### Friday, November 11, 2011

- Exhibit Hall Hours – 0910 – 1730
- AM Food/Beverage Break – 0915 – 0945
- Conference Participant Lunch – 1135 – 1255
- Exhibitor Lunch – 1255 – 1330
- Food/Beverage Break – 1520 – 1540
- Vendor Hall Closes - 1730

### Saturday, November 12, 2011

- Exhibit Hall Hours – 0910 – 1300
- AM Food/Beverage Break – 0915 – 0945
- Conference Participant Lunch – 1135 – 1255
- Exhibit Hall Closes/Move Out - 1300

- Attendees – Over 1250 EMS professionals of all levels attend – from First Responders to Paramedic Specialists, as well as Registered Nurses, Physicians, Educators, Firefighters, Service Directors, Managers and More! This conference is designed to encompass the entire EMS team and focus on the emergency care of the patient with regard to the rapidly changing health care industry.
- Booth Set Up – Each booth includes one eight foot, draped table, two chairs, draped back and side walls, and a 44” identification sign. Space is available on a first come, first served basis. Vendor packets will be sent, to those paid vendors, approximately one (1) month before the conference. These packets will come from Freeman Decorators.
- Conference Registration Brochure – A copy of the Conference Registration Brochure will be accessible on the web at [www.iemsa.net](http://www.iemsa.net) by **August 31, 2011**.
- Continuing Education Hours (CEH) – CEHs will be available for two representatives from your organization. Any additional representatives who wish to receive CEHs will be required to register for the conference at the regular registration fee.
- Deadline – The deadline to register for exhibit space is October 28, 2011. The Exhibit Committee cannot guarantee accommodations after that date.
- Decorator – Freeman Decorating has a wide variety of items and services beyond what is included in the Booth Set Up. Once you have registered, you will receive a packet from Freeman Decorating outlining those items and services. You will be responsible for reserving additional items directly with Freeman Decorating; 2000 Easton Blvd., Des Moines, IA, 50316; Exhibitor Services @ 515-265-5601.
- Hotel Accommodations – Visit [www.iemsa.net](http://www.iemsa.net) for updated hotel information.
- Meals – **A box lunch will be provided on Friday**, the Thursday Welcome Reception refreshments, food/beverage breaks and admittance to IEMSA’s social events of Thursday and Friday nights will be included for two representatives. Please note that badges will be required for admittance to lunch.
- Security – Lost, stolen or damaged materials or products are the responsibility of the exhibitor. IEMSA, and/or the Polk County Convention Complex will not be held liable for any lost or damaged products, nor any injuries that may occur at any time during set up through tear down.

Reduced rates for booths are available, visit <http://www.iemsa.net/membership.htm> to find out more about being an IEMSA Corporate Sponsor.

Questions can be directed to [administration@iemsa.net](mailto:administration@iemsa.net)

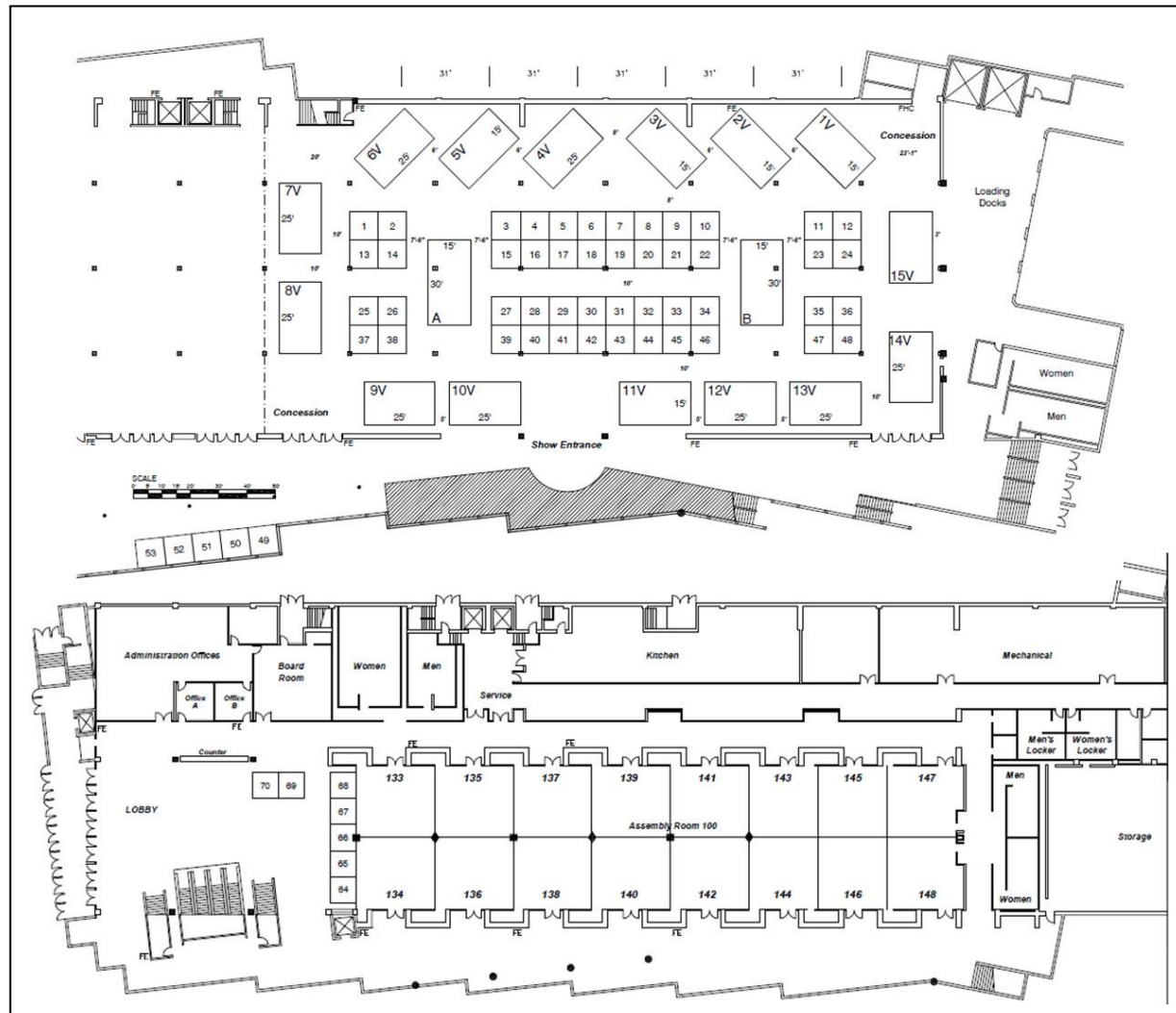


**22<sup>nd</sup> Annual  
Conference  
& Trade Show  
November 10-12, 2011**

## **EXHIBITOR REGISTRATION**

*Come join us at the  
Premier EMS  
Educational Event  
in Iowa*

**Held at the  
Polk County Convention  
Complex  
501 Grand Avenue  
Des Moines, Iowa  
[www.co.polk.ia.us](http://www.co.polk.ia.us)**



**Registration Information:**

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

**Vendor/Exhibitor Representatives:** Two badges will be provided. These badges will serve as the representatives' tickets for the meals, breaks and the welcome reception. Additional badges can be purchased at \$75/badge. Please use a separate sheet to list the names and titles of any additional representatives.

Name \_\_\_\_\_ Title \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

**Exhibit Space Fees:**

- Standard – 10' x 10' exhibit space      1      @      \$450      \_\_\_\_\_
- Additional 10' x 10' exhibit space      # \_\_\_\_\_ @      \$400 ea.      \_\_\_\_\_
- Vehicle – 15' x 25' exhibit space      1      @      \$500      \_\_\_\_\_
- Additional 15' x 25' exhibit space      # \_\_\_\_\_ @      \$450 ea.      \_\_\_\_\_
- Additional Badge(s)      # \_\_\_\_\_ @      \$ 75 ea.      \_\_\_\_\_
- Electrical Service (120volt/20 amp)      # \_\_\_\_\_ @      \$100 ea.      \_\_\_\_\_
- Wireless internet Access      # \_\_\_\_\_ @      \$125 ea      \_\_\_\_\_

Total Amount Due \_\_\_\_\_ \$

**METHOD OF PAYMENT:** (Payment must accompany this registration form.) Make checks payable to IEMSA and mail them with this form to:

**IEMSA**  
 8515 Douglas Ave., Ste. 27B  
 Urbandale, IA 50322  
 515-225-8079/1-888-592-4367

If paying by credit card, complete the area to the left and mail to the above address.

**BOOTH LOCATION CHOICES:** Conference Management reserves the right to modify the floor plan as necessary.

1<sup>st</sup> Choice \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_ 3<sup>rd</sup> Choice \_\_\_\_\_

**IF PAYING BY CREDIT CARD, PLEASE COMPLETE THE FOLLOWING:**

Visa  MasterCard  AMEX  Discover

Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_

Security Code  
 (3 digit # on back of card)

Cardholder's Name \_\_\_\_\_  
 (please print)

Authorized Signature \_\_\_\_\_

**Cancellation/Refund Policy:** Refunds (less a \$50.00 processing fee) will be made for exhibit registration cancellations made in writing before October 15, 2011. No refunds will be made for cancellations made after October 16, 2011.