



**WASHINGTON SOCIETY
of PLASTIC SURGEONS**

2024 Annual Meeting Prospectus

June 7 - 9, 2024 | Sleeping Lady Resort | Leavenworth, WA



Dear Industry Colleagues,

We invite you to participate in our 2024 WSPS Annual Meeting. This year, our meeting will be held at Sleeping Lady Mountain Resort, a rustic sanctuary amidst the awe-inspiring beauty of Icicle Creek and the Cascade Mountains, in Leavenworth, WA! Plastic surgeons from around Washington and Oregon will gather to learn from top experts in their specialty.

The cozy exhibitor hall and the entire weekend-long event is an ideal opportunity for your company and representatives to have personal conversations and develop relationships with physicians who are leaders in their practices around the state. Each year industry feedback about our meeting is unanimously enthusiastic. We anticipate selling out our exhibit hall space. So don't delay--register today!

If you have any questions, please contact the WSPS office at delphi@wsma.org.

We hope you will take advantage of this amazing opportunity, and look forward to seeing you there in June!

Thank you,
Otway Louie, MD
WSPS President and Meeting Chair

2024 Draft* Agenda

Saturday, June 8

7:30-8:30 AM	Registration & Breakfast with Vendors
8:30-8:40 AM	Announcements & Welcome – Otway Louie, MD
8:40-9:40 AM	Keynote: TBD
9:40-10:10 AM	Speaker TBD
10:10-10:40 AM	Break with Vendors
10:40-11:10 AM	Medical Students Presentations
11:10-11:40 AM	Speaker TBD
11:40 AM-12:40 PM	Lunch with Vendors
12:40-6:00 PM	Free Time-Explore Sleeping Lady Resort
1:00-3:00 PM	Group Activity TBD
6:00-7:30 PM	Banquet Dinner

Sunday, June 9

7:30-8:00 AM	Breakfast with Vendors
8:00-8:05 AM	Otway Louie MD - WSPS Activity Update
8:05-8:40 AM	Speaker TBD
8:40-9:10 AM	Speaker TBD
9:10-9:40 AM	Speaker TBD
9:40-10:10 AM	Break with Vendors
10:10-10:40 AM	Speaker TBD
10:40-11:10 AM	Speaker TBD
11:10-11:15 AM	Closing Remarks - Otway Louie MD
Adjourn Meeting	Thank you for attending. Safe travels home!

*As of March 8, 2024

SPONSORSHIP OPPORTUNITIES

Platinum Supporter | \$7,500

Only 1 Available

- Opportunity to give a 30-minute presentation to attendees during the Saturday morning breakfast hour, from 8:00 - 8:30 AM.
- Official sponsor of the Saturday breakfast
- Verbal recognition from the podium throughout the meeting
- Acknowledgement in signage, WSPS website, and e-syllabus
- Complementary standard exhibit table in the exhibitor hall
- Attendance for up to 4 representatives to all WSPS functions
- Early access to WSPS Annual Meeting attendee list
- Access to lectures and WSPS dinner

Gold Supporter | \$5,500

1 Available

- Official sponsor of the Saturday evening banquet dinner
- Verbal recognition from the podium throughout the meeting
- Acknowledgement in signage, WSPS website, and e-syllabus
- Complementary standard exhibit table in the exhibitor hall
- Attendance for up to 3 representatives to all WSPS meeting functions
- Early access to WSPS Annual Meeting attendee list
- Access to lectures and WSPS dinner

Silver Supporter | \$3,500

2 Available; Sunday Breakfast or Wi-fi Sponsor

- Official sponsor of the Sunday breakfast or official sponsor of Wi-fi access
- Verbal recognition from the podium throughout the meeting
- Acknowledgement in signage, WSPS website, and e-syllabus
- Complementary standard exhibit table in the exhibitor hall
- Attendance for up to 2 representatives to all WSPS functions
- Early access to WSPS Annual Meeting attendee list
- Access to lectures and WSPS dinner

Bronze Supporter | \$2,500

2 Available; Saturday or Sunday AM Coffee Break Sponsor

- Official sponsor of the Saturday or Sunday Coffee Break
- Verbal recognition from the podium throughout the meeting
- Acknowledgement in signage, WSPS website, and e-syllabus
- Complementary standard exhibit table in the exhibitor hall
- Early access to WSPS Annual Meeting attendee list
- Attendance for 2 representatives to all WSPS functions
- Access to lectures (please either remove or turn your nametag over) and WSPS dinner

Exhibitor Table Only: \$1,500

- Standard exhibit table in exhibit hall
- Attendance for 1 representative to all WSPS functions
- Attendee list in supporter packet
- Access to lectures and WSPS dinner

EXHIBIT HOURS

Saturday:

Breakfast: 7:30 - 8:30 AM; Lunch: 12:00 – 1:30 PM; Dinner Buffet: 6:00 – 7:30 PM

Breakfast: 7:30 – 8:30 AM. Peak traffic in exhibit area - breakfast and mid-morning refreshment break. Registered representatives are invited to the dinner with attendees on Saturday evening.

Sunday:

7:30 AM to 12:00 PM. Peak traffic in exhibit area - breakfast and mid-morning refreshment break. Exhibitors may move out after the mid-morning break on Sunday.

EXHIBIT HOURS

Set Up:

- Friday, 6/7/24, from 5:00-6:30 PM and 9:00 AM-10:00 PM
- Saturday, 6/8/24, from 6:00-7:00 AM

Take Down:

- Saturday evening
- Sunday, 6/9/24, after the last mid-morning break.

How to book your booth:

Please fill out the accompanying Exhibitor Registration Form and return it to the WSPS office. Please include payment with the form or contact the WSPS office to make other payment arrangements. By signing the registration form your company and representative is agreeing to the exhibit guidelines, practice and regulations spelled out on pages 5 and 6 of this exhibitor prospectus.

How Many Representatives Can Attend?

All exhibitor representatives must be registered and wear the official WSPS conference badge throughout the weekend. The number of representatives included in your package depends on your exhibitor level. There is a \$150.00 fee for each additional representative beyond the number included in your booth package. Please contact the WSPS office if you have questions.

Where Can Industry Representatives Stay?

WSPS has a room block for conference attendees and their families, speakers, and representatives. Rooms start at \$240.00 a night plus taxes. You are welcome to contact the resort directly at (509) 548-6344 to make reservations. Or use the following link to book online: <https://reservations.travelclick.com/113679?groupID=4115959Include>. Please refer to the group name: *Washington Society of Plastic Surgeons* and reservation number: 12791.

Exhibit Information:

This is a very tight space, and we anticipate selling out the booth spaces early as we have in past years. We are offering tabletop exhibit space only. Pop up displays cannot be placed on either side of your table, nor block the view of other exhibit tables. Please be considerate of attendees and other exhibitors and be sure not to block pathways and exits.

Attendee Lists:

Exhibitors will receive a list of pre-registered attendees in your meeting packet at the registration desk. This list will include the name, credentials, and attendee city/state for all registered attendees that have given consent to share their contact information, per ACCME rules. Please note the following 2022-2023 Accreditation Rules regarding names and contact information. *“As of January 2022, the ACCME put into effect a new rule with respect to how exhibitors and sponsors are given conference attendee names and contact information. This means that all attendees must give explicit consent to provide their name and contact information prior to exhibitor’s receiving a list of attendees.”* ACCME official language: <https://www.accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce/standard-2-prevent-commercial-bias-and-marketing-accredited-continuing>

Booth Assignments:

We will assign booths by May 31, 2024. You do not need your booth number for shipping purposes.

Shipping:

Advance shipments can be made directly to Sleeping Lady Resort. Due to the small size of the storage space available there, please be sure that shipments arrive no more than 3-4 days prior to the meeting start date of June 7, 2024.

Be aware that our conference is held at a small venue in a remote location, so please review the shipping instructions below and follow them carefully. Sleeping Lady Resort and WSPS are unable to take responsibility for damaged or lost shipments.

Shipping/Receiving Instructions:

Shipping instructions will be sent out a month prior to the event. If you need them sooner, please contact WSPS at delphi@wsma.org.

Exhibit Practices and Regulations/CME-Related Rules and Regulations:

- The WSPS reserves the right to refuse exhibit space or promotional activity space for any reason. The WSPS reserves the right to close an exhibit or promotional activity for any reason. In addition, any representatives of the exhibiting company who conduct themselves unethically or outside the guidelines provided by the Amedco (WSPS's CME accrediting body) may be asked to remove their company's exhibit.
- Adherence to Guidelines – It is the responsibility of the exhibiting company to distribute the guidelines below to all company representatives attending the CME activity and/or working in the exhibit space.
- Arrangements for commercial exhibits and/or promotional activities and/or in-kind support cannot influence planning or interfere with the presentation, nor can they be a condition of the provision of commercial support for the CME activity.
- Exhibit and/or promotional activity fees and/or in-kind support are not considered commercial support of the CME activity and will not be acknowledged as educational grants.
- Live (staffed exhibits, presentations) or enduring (printed or electronic advertisements) promotional activities must be kept separate from CME.
- Distribution of literature, samples, etc., in the exhibit area by firms that are not participating as paid exhibitors is strictly prohibited.
- Social events or promotional activities at the CME activity cannot compete with, or take precedence over, the CME activity or other official conference activities. Industry-sponsored social events or promotional activities, including exhibiting company-sponsored social events or promotional activities, must be approved by the WSPS, even if the events are off-site.
- The exhibiting company must be granted prior approval from WSPS if it desires to provide funds for the use of social events and/or promotional activities. The exhibiting company must provide all funds approved for such events to the WSPS. No other payments shall be given to the director of the activity, planning committee members, teachers or authors, or any others involved with the supported activity.

The exhibiting company agrees that its actions, and the actions of its representatives, shall not violate the following guidelines:

- Product-promotion materials or product-specific advertisement of any type is prohibited in or during CME activities.

- Advertisements and promotional materials cannot be displayed or distributed in the educational space immediately before, during, or immediately after the CME activity.
- Educational materials that are used during a CME activity cannot contain any advertising, corporate logo, tradename, or a product group message of an ACCME defined commercial interest.
- Representatives of an exhibiting company can attend the CME activity at the discretion of the WSPS but cannot engage in sales or promotional activities while in the space of the CME activity, as determined by WSPS, consistent with the ACCME guidance. Representatives of the exhibiting company must remove their company name badges and anything with a corporate logo, tradename, or a product group message while in the educational space of the CME activity.

General terms of this agreement to exhibit at the WSPS conference:

- No subletting of space is permitted without the consent of WSPS management.
- Exhibitors are responsible for shipping, storage, and installation of exhibit materials, and all costs involved thereby.
- Cancellations: WSPS requires all cancellations to be made in writing/via email. Cancellations made on or prior to May 10, 2024, will receive a refund minus a \$500.00 administrative fee. Cancellations made after May 10, 2024 will not be refunded.
- WSPS and Sleeping Lady Resort do not guarantee against theft, vandalism, or other damage to exhibitor booths.
- It is expressly understood that exhibitors shall indemnify and hold harmless WSPS and Sleeping Lady Resort of all liability (damage or accident) that might arise from any cause in connection with transfer, installation, maintenance, or removal of exhibits, or in display of exhibits.
- In the event of fire, strikes, or other uncontrollable circumstances, the contract for space will not be binding.
- It is expressly understood that WSPS will not pay for special equipment, facilities, and services ordered by exhibitors.
- Electrical and other apparatus must be operated so that the noise does not interfere with other exhibitors.
- All electrically wired display material must comply with the requirements of the National Board of Fire Underwriters.
- Care must be taken by the exhibitor not to deface or destroy any part of the exhibit areas. In the event of property damage caused by the exhibitor, the exhibiting company will be held responsible.

- Use of the name “Washington Society of Plastic Surgeons” or that of any officer or staff member of WSPS, in recommendation of a product or services, is expressly prohibited.
- Table space not occupied by 9:30 AM, Saturday, June 8, 2024, will be forfeited by the exhibitor and this space may be resold, reassigned, or used by the conference management (unless special arrangements have been made with WSPS management prior to this date.
- If for any reason exhibitor representatives need to reach WSPS staff from Friday, June 7, 2024, through the weekend, they should get a message to the group via the Sleeping Lady Resort main switchboard: 509-548-6344.

Check payments should be made payable to WSPS and mailed to:

WSPS
2001 6th Ave, Ste. 2700
Seattle, WA 98121

WSPS Tax ID # 91-1275679.