



You are cordially invited to

EXHIBIT & JOIN AS A SPONSOR

at the

2024 NECOEM / MaAOHN

Occupational Health Conference:

“Occupational & Environmental Health: Core Principles & Complexities”

Place: Westford Regency Inn & Conference Center

Date: December 5th & 6th, 2024

With over 250 occupational health professionals expected to attend this event in-person and virtual, we present you with an opportunity to showcase your product and/or service to these decision makers who want to remain on the cutting edge of their field. The conference provides the opportunity to preview the latest products and services. You can look forward to one-on-one contact with the physicians, nurse practitioners, nurses, case managers and other health professionals.

Event vendor tables and sponsorship opportunities are a valuable promotional tool and benefit your company with targeted face-to-face marketing, including –

- Networking opportunities
- Increased sales and leads
- Image building opportunity
- Increased exposure and visibility due to hybrid platform

VENDOR TABLE OPPORTUNITY:

The vendor table package is \$750 and includes –

- Booth table that is 6' x 30", clothed
- A listing in the Program Directory
- Full food & beverage each day for one (1) booth representative, to include –
 - Continental breakfasts
 - Coffee break refreshments
 - Lunches
 - *Additional company representatives can attend for an additional fee (see [Vendor Registration page](#) for more information)
- Attendance to the conference talks
- Post-conference list of attendees
- Access to standard electrical outlets

Vendors are encouraged to –

- Provide raffle items at the booth
- Attend the President's Reception on the evening of Thursday, December 5th (cost is \$60/pp)

A LA CART SPONSORSHIP OPPORTUNITIES:

All sponsorship opportunities include conference registration for one (1) company representative.

- Speaker Honorarium Sponsor \$1,000
- Branding Sponsor \$2,000
Includes one (1) vendor booth and company logo on all promotional materials and signage.
- Lanyard Sponsor (1 available) \$2,000
- Tote Bag Sponsor (1 available) \$2,000
- Resident Poster Sponsor (2 available) \$1,000
- Coffee Break Sponsor (3 available) \$1,500
- Breakfast Sponsor (2 available) \$2,000
- Lunch Sponsor (2 available) \$2,500
- President's Reception Sponsor (1 available) \$3,000
- 10-Min Speaking Opportunity at Board of Directors Dinner (1 available) \$3,500

CONFERENCE NOTES:

- Set Up:** Thursday, December 5th at 6:00 am
- Exhibit Hours:** Thursday, December 5th from 7:30 am to 5:40 pm and
Friday, December 6th from 7:00 am to 3:15 pm
- Breakdown:** Friday December 6th, after 1:30 P.M.

Vendor Registration

There will be a vendor registration table available on December 5th and December 6th for registration and ID badge pick-up. We recommend arriving by 7:00 am to set up.

Vendor Liaison

A NECOEM/MaAOHN conference member, Kathy Lehan will be available during the event to assist you. For further information regarding the conference visit www.necoem.org or email Kathy Lehan at conference.exhibits@necoem.org.

Storage

The Westford Regency Inn & Conference Center provides storage for up to 3 days in advance of the meeting (arriving Monday, December 2nd at the earliest). The hotel contact is Elaine Meikle (emeikle@westfordregency.com). Any items shipped in advance must be clearly labeled with the following information:

- Your name
- Your company name
- The dates of our event (December 5th & 6th, 2024)
- The name of our event (The NECOEM/MaAOHN Annual Conference)

Lodging and Parking

Room Reservations may be made by [CLICKING HERE](#) or by calling 978.692.8200 and referencing the NECOEM/MaAOHN room block. The hotel has graciously given conference participants and vendors a \$129.00 per night rate. Hotel reservations should be made no later than Friday, November 22nd to ensure availability and room block rates. Please note that the hotel only holds a limited number of rooms and the rate is based on availability. Rooms may sell out prior to the cutoff date.

Free onsite parking!

Liability

Exhibitors shall at all times protect, indemnify, defend, and hold harmless the New England College of Occupational and Environmental Medicine (NECOEM) and the Massachusetts Association of Occupational Health Nurses (MaAOHN) against and from any and all loss, cost, damage, liability, or expense, which arises out of or from or by reason of any act or omission of exhibitor, his employees, or agents.

[VENDOR REGISTRATION FOR MAIL:](#)

**Online registration and payments are preferred.*

To Register & Pay by credit card, please [CLICK HERE](#).

Registering & Paying by Mail/Check:

Please complete clearly as this information will be used for the conference brochure.

Company Name: _____
Street Address: _____
City _____ State _____ Zip _____
Telephone: _____ Email: _____
Web Site Address: _____
Attending Representative: _____
Title: _____
2nd Attending Representative: _____
Title: _____

Vendor Booth Rental

\$750.00 (includes both days)

Payments

I hereby agree to pay 50% of the rental fee with the application. The remaining balance of 50% is due on October 14, 2024. **Checks should be made payable to the New England College of Occupational & Environmental Medicine (NECOEM).**

The booth space must be paid in full on or before October 14, 2024. If assigned space is not paid for in full by the specified date, the vendor will not be permitted to set up their booth at the conference.

If space is purchased after October 13, 2024 the full amount of the booth is due with the application.

Mailing Address:

Please mail this application & check to -

NECOEM
2 Goddu Avenue
Winchester, MA 01890

Questions:

Please email conference.exhibits@necoem.org.

Thank you!