

P. O. Box 296 | Madison, MS 39130
P: (601) 951-5546 F: (601) 510-7502
events@mspma.net | www.mspma.net



EXHIBITOR AND SPONSORSHIP PROSPECTUS

The Mississippi Podiatric Medical Association will host its **2022 Diabetes Symposium: A Medical, Surgical, Biomechanical, and Pharmacological Approach to Treating the Diabetic Foot** at the Peabody Memphis, 149 Union Avenue, Memphis TN 38103. This program is comprised of podiatric physicians and medical professionals in the State of Mississippi and surrounding areas. Exhibitors and Sponsors will be provided an opportunity to increase your company's visibility and build solid business relationships with leaders and decision makers! The MsPMA Expo' will open Thursday, March 24th through Saturday, March 26th.

Please e-mail Angela Weathersby, Executive Director and Conference Organizer at events@mspma.net should you have any questions regarding participating in the 2022 MsPMA Expo!

EXHIBITOR AND SPONSORSHIP AGREEMENT

The Mississippi Podiatric Medical Association's 2022 Exhibit Hall will be on a first come, first service basis with priority given to Sponsors. Exhibit space and sponsorships sell out quickly, so we encourage you to register soon. Each table-top booth will consist of a skirted 6 ft. table and two chairs unless otherwise indicated.

By registering, you agree to and understand the terms and conditions of participating in this event. Please complete this form and return by **February 1** to be included in the 2022 MsPMA Expo. Please note cancellations will not be accepted after this date (*please see cancellation policy*). We look forward to your participation.

Please complete the information below:

Company Name: _____ Contact Person: _____

Address: _____ Telephone #: _____

City, State, Zip: _____ Mobile #: _____

E-mail Address: _____ Badge Names: _____

Electricity Required? Yes No _____

Description of your company _____

COVID-19 GUIDELINES

MsPMA requests that all conference participants comply with COVID-19 health and safety guidelines adopted by MsPMA, recommended by the CDC, and the Peabody Memphis Hotel. MsPMA will continue to monitor all COVID-19 guidelines and inform participants of any updates before and during the conference.

HOTEL INFORMATION

Peabody Memphis, 149 Union Avenue, Memphis TN 38103 | www.peabodymemphis.com
For hotel room reservations: 1-800-732-2639 | **Reservation deadline: February 18, 2022**
Group Rate: Thurs – Sat \$239.99 plus room/tax/fees (Mention MsPMA)

EXHIBITOR | SPONSORSHIP OPPORTUNITIES

* Please e-mail official ads and logos to events@mspma.net no later than February 1 or include with registration

- **Exhibitor Only \$1,200** - Includes table-top exhibit booth / two chairs, listing in program book, signage, list of attendees
- **Bronze Level Sponsor \$2,500** - Includes table-top exhibit booth / two chairs, fourth-page ad in program book, signage, list of attendees, registration waived for one attendee
- **Silver Level Sponsor \$3,500** - Includes table-top exhibit booth / two chairs, half -page ad in program book, signage, list of attendees, registration waived for two attendees
- **Gold Level Sponsor \$5,500** - Includes double table-top exhibit booth / two chairs, full-page ad in program book, signage, list of attendees, logo and company information included in all conference communication, list of attendees, registration waived for two attendees
- **Platinum Level Sponsor \$7,500** - Includes double table-top exhibit booth / two chairs, full-page ad in program book, signage, list of attendees, registration waived for two attendees, logo and company information included in all conference communication, 5–7-minute presentation during keynote luncheon, customized promotion

METHOD OF PAYMENT (Online registration is highly encouraged at www.mspma.net)

Exhibitor Only | \$1,200

Bronze Level Sponsor | \$2,500

Silver Level Sponsor | \$3,500

Gold Level Sponsor | \$5,500

Platinum Level Sponsor | \$7,500



Card Number: _____ Expiration Date: _____ CVV Code: _____



Cardholder Name: _____ Signature: _____



Billing Address: _____

City: _____ State: _____ Zip: _____

Total amount authorized: \$ _____

*Checks must be postmarked by February 1. Please make checks payable to: MsPMA, P.O. Box 296, Madison, MS 39130

CANCELLATION POLICY: Cancellations made after February 1 will be subject to a 50% charge and must be requested in writing. Cancellations will not be accepted after March 1. Please e-mail events@mspma.net with any questions.



EXPO SHIPPING & STORAGE

The Mississippi Podiatric Medical Association will not be responsible for accepting exhibit shipments for storage. Exhibitors are responsible for planning delivery and return shipments directly with an assigned drayage company. Please e-mail events@mspma.net for more information.

EXPO BUILDING OCCUPANCY AND SECURITY

In the event the premises of the Peabody Memphis Hotel are destroyed or damaged, or if the convention fails to take place as scheduled or is interrupted and/or discontinued, or access to the premises is prevented or interfered with by reason of any strike, lockout, injunction, act of war, act of God, emergency declared by any governmental agency or Peabody Memphis, or for any other reason, this contract may be terminated by the Mississippi Podiatric Medical Association.

The exhibit hall will be locked during off hours. However, each exhibitor/sponsor must make provisions for safeguarding goods, materials, equipment, and display at all times. Neither MsPMA nor the Peabody Memphis Hotel will be responsible for the loss of any exhibit materials by or for any cause.

EXPO SCHEDULE AND HOURS

Reserved exhibit hall hours are listed below. Educational sessions will not take place during the times allocated to give meeting attendees opportunities to explore the exhibit hall. Please note that the exhibit hall will be open at all times during the meeting.

Thursday, March 24			
Start time	End time	Function	Location
3:00 pm	5:00 pm	Set-up	Forest Room
6:00 pm	7:30 pm	Welcome Reception & Exhibitor Showcase	Forest Room
Friday, March 25			
7:00 am	9:30 am	Set-up	Forest Room
10:00 am	10:45 am	Expo Hall Open	Forest Room
12:00 noon	1:30 pm	Lunch (<i>please join us</i>)	Forest Room
2:30 pm	3:00 pm	Expo Hall Open	Forest Room
5:45 pm	6:30 pm	MsPMA Soirée	Location TBA
Saturday, March 26			
7:00 am	9:45 am	Set-up	Forest Room
10:00 am	10:30 am	Expo Hall Open	Forest Room
2:00 pm	3:00 pm	Expo Hall Open	Forest Room
3:00 pm	4:00 pm	Dismantle	Forest Room



Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p>Mississippi Podiatric Medical Association</p> <p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input checked="" type="checkbox"/> Other (see instructions) ▶ Non-Profit</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <p>P. O. Box 296</p>	<p>Requester's name and address (optional)</p>
	<p>6 City, state, and ZIP code</p> <p>Madison, MS 39130</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
[] [] [] - [] [] - [] [] [] []	
or	
Employer identification number	
8 3 - 2 5 7 7 2 6 5	

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	<p>Signature of U.S. person </p>	<p><small>Digitally signed by Stefanie Thomas, DN: cn=Stefanie Thomas, DN, c=US, email=sm770@aci.com, c=US, Date: 2019.01.18 12:42:32 -0500</small></p> <p>Date ▶ 1-3-22</p>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*