



EXHIBITORS

2024 MOMA Primary Care Roundup
Sponsored by the Montana Osteopathic Medical Association
In partnership with Billings Clinic
August 9-11, 2024

The Montana Osteopathic Medical Association (MOMA) is pleased to announce the inclusion of exhibit booths for the 2024 Primary Care Roundup. The audience for this hybrid event will consist of osteopathic specialty and primary care physicians, physician assistants, nurse practitioners, and allied health professionals from across Montana and regional areas. We anticipate 65 in-person and online attendees for the 2024 Primary Care Roundup. A preliminary agenda is included.

Exhibit times will be as follows: Set up time August 8th 2:00 pm – 5:00 pm.
August 9th – 6:30 am – 6:00 pm
August 10th – 6:30 am – 6:00 pm
August 11th – 6:30 am – 4:00 pm

Attendees will receive an “Exhibit Passport” for the reps to sign that can be turned in when completed for a prize drawing.

To reserve your exhibit space, please complete and return the registration form (below) by **July 26, 2024**. Booth space will not be held without a completed and signed registration form.

Exhibitor booth types: maximum of two (2) representatives per booth at any time. Booth space is limited.

In-person only exhibitor:	\$1000.00 – 10 booths available
Online only exhibitor:	\$500.00
In-person AND online exhibitor:	\$1200.00
Educational institutions (school):	\$500.00 – 4 booths available

Online Only Exhibitors interaction points: (can choose up to 5)

- Information section
- Booth staff information
- Videos
- About your organization
- Resources and documents (PDF)
- Social media links
- Zoom/online meeting links for drop in sessions

Should you have any questions about exhibiting or the conference itself, please feel free to contact me at awebb4@billingsclinic.org or by phone at (406) 238-2833.

We look forward to your response and your participation!

Ashley Webb
Continuing Medical Education Coordinator
Billings Clinic

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Commercial Exhibitor Booth Registration and Agreement

Exhibitor agrees to abide by all requirements of the ACCME's Accreditation Criteria, the ACCME Standards for Commercial Support, and MOMA/ Billings Clinic Continuing Medical Education Policies. Specifically:

- Arrangements for commercial exhibits or advertisements cannot influence planning or interfere with the presentation, nor can they be a condition of the provision of commercial support. MOMA/ Billings Clinic will be responsible for the identification, determination, and selection of needs, objectives, content, faculty, educational methods, evaluation, and audience and will ensure that the decisions are made free of the control of the exhibitor.
- All exhibits will be in a virtual space or area separate from the education; the exhibits must not interfere or in any way compete with the learning experience prior to, during, or immediately after the activity, in accordance with Standard 4.2 of the ACCME Standards for Commercial Support.
- Representatives of the company exhibiting may attend CME activities at the discretion of MOMA/ Billings Clinic for the direct purpose of the representatives' own education; however, they may not engage in sales or marketing activities while in the space or place of the educational activity.
- Information on learners will only be released to third parties when learners have prospectively signed a document authorizing this release of information.
- Exhibit space at this CME activity has not and will not be given as a condition of commercial support. A separate exhibit fee is for rental of space and shall be paid to the sponsoring organization, department or division.
- MOMA/Billings Clinic provide a list of program attendees in program materials given to exhibitors only for learners consenting to share said information.
- Exhibitors will be verbally acknowledged at the activity, per the discretion of the course director, in line with CME guidelines. Such acknowledgement will not contain the logo of any individual exhibitor, rather, the course director (or other CME representative) will acknowledge the presence of exhibitors and the availability of the virtual exhibit space outside of the learning space generally for attendees who choose to visit it.

By completing this form, you confirm the intention to exhibit at the accredited activity, acknowledge that you have read and understand all the terms of this Commercial Exhibitor Booth Registration and Agreement, and that as an authorized agent of the Exhibitor, you agree to comply with terms set forth in this agreement.

Printed name: _____

Signature: _____ Date: _____

(company representative)

Return the completed form and payments to:

Billings Clinic • Office of Medical Education – ATTN: Ashley Webb

• PO Box 1855 • Billings, MT 59103

Questions? Contact Ashley • awebb4@billingsclinic.org • Phone: (406) 238-2833

2023 MOMA Primary Care Roundup

Exhibit Booth Reservation	Total
In-person exhibitor:	\$1000.00
Online only exhibitor:	\$500.00
In-person AND online exhibitor:	\$1200.00
Educational institutions (schools):	\$500.00
	\$ _____

Registration & Payment Deadline:

Completed registration form must be submitted **no later than July 26, 2024.**

Payment must be received **no later than August 2, 2024.** *Exhibits will be reserved upon receipt of this signed agreement; all exhibits are offered on a first come, first served basis. All payments are final; refunds will not be awarded for exhibitors who cancel or do not show on the date of the event.*

Information about the Exhibitor:	
Company/Organization	
Exhibit Contact(s)	
Mailing Address	City, State Zip code
Telephone	Emails

Booth Fee remittance information	
<input type="checkbox"/> Check – Payable to: Billings Clinic <u>Billings Clinic</u> <u>c/o Ashley Webb</u> <u>PO Box 1855</u> <u>Billings, MT 59103</u> Memo: 2024 Primary Care Roundup Federal Tax ID# 81-0231784	<input type="checkbox"/> Credit card preferred. An e-invoice will be sent. Email address of person paying fee: <hr style="border: 0.5px solid black;"/>

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