

8<sup>th</sup> Annual Oklahoma Rural Hospital Conference  
April 12-14, 2010  
Sheraton Oklahoma City Hotel  
Exhibitor/Sponsor Registration Form

Company/Organization: \_\_\_\_\_

Pre Conference Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Exhibit Booth:** Each space will be provided a six foot table and two chairs. Exhibitor area will be piped and draped to accommodate an 8 x 10 booth space. Electricity is available on request but not guaranteed. Space is limited so make your reservations early.

**Exhibit Fees:** \_\_\_\_\_ \$ 1,000 Booth Space  
\_\_\_\_\_ \$ 1,500 Each Break  
\_\_\_\_\_ \$ 3,500 Each Lunch  
\_\_\_\_\_ \$ 3,000 Each Breakfast  
\_\_\_\_\_ \$ 4,000 Reception (Evening of the 13<sup>th</sup>)  
\_\_\_\_\_ \$ 5,000 Golf Tournament (April 12<sup>th</sup>)  
\_\_\_\_\_ \$ 300 Hole at Golf Tournament

Electricity: Yes \_\_\_\_\_ No \_\_\_\_\_

Total Exhibit Fees: \$ \_\_\_\_\_

This form becomes a contract when signed. **Exhibitor fees are non-refundable.** Oklahoma State University and the Oklahoma Foundation for Medical Quality reserve the right to refuse exhibit space for any reason. Please note your vendor fee is deposited into the OSU Foundation for the Oklahoma Rural Health Policy & Research Center (account # 31-30800). Vendor fees in this account will be used to pay for costs associated with presenting the Oklahoma Rural Hospital Conference. Any surplus funding from vendor fees that remain after paying for the costs of presenting the conference will be used to provide scholarships for students who expect to practice in rural areas.

**Payment Type:**  Check (**Please make checks payable to OSU Foundation**)  Purchase Order  
 MasterCard  Visa  AmEx  Discover Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Exhibitor Name Badges (Please Print):

1. \_\_\_\_\_ 2. \_\_\_\_\_
3. \_\_\_\_\_ 4. \_\_\_\_\_

Return completed form to Corie Kaiser no later than March 22, 2010  
Fax: 405.842.9302 Email: [corie.kaiser@okstate.edu](mailto:corie.kaiser@okstate.edu)  
Mail: Oklahoma Office of Rural Health  
One Western Plaza, 5500 N. Western Ave., Suite 278, Oklahoma City, OK 73118

## Conference Information

**Booth space:** Each booth space is equipped with a table, two chairs, and a waste basket. The vendor area will be piped and draped and will be able to accommodate up to an 8 x 10 booth display. Please make sure your display is no larger than 8 x 10 to ensure it will stay within your assigned booth space. The space is available at 1:00 p.m. to begin set up on Monday the 12<sup>th</sup> and will remain open until 11:00 p.m. The space will re-open at 6:00 a.m. on Tuesday the 13<sup>th</sup>. Please keep your display up until the conference adjourns at 1:00 p.m. on the 14<sup>th</sup>.

**Electricity:** Electricity is available upon request. Please indicate on the registration form if electricity is needed. Each space will have access to a two outlet device based on 120-volt/15-amp usage. If additional electrical access is required please fill out the attached electrical set up form and return it to:

Angela King, Sales Manager  
Sheraton Oklahoma City Hotel  
One North Broadway  
Oklahoma City, OK 73102  
Phone: 405.815.6002  
Fax: 405.272.0369  
[aking@sheratonokcity.com](mailto:aking@sheratonokcity.com)  
[www.sheratonokc.com](http://www.sheratonokc.com)

Wi-Fi will be available throughout the conference and vendor area.

**Shipping/Receiving:** For shipping and receiving information please see the attached shipping and receiving document provided by the Sheraton Oklahoma City Hotel.

**Golf:** Coffee Creek Golf Club will host the annual golf tournament on April 12, 2010 with a shot gun start at 1:30 p.m. Lunch will begin at 12:00 p.m. Each organization is allowed up to four people to participate in the tournament. Please list names, handicaps and any special paring requests below.

- 1.
- 2.
- 3.
- 4.

Coffee Creek Golf Club  
4000 N. Kelly Ave.  
Edmond, OK 73003  
405.340.4653  
<http://www.coffeecreekgolfclub.com/>

**Door Prizes:** Each exhibitor is encouraged to give away a door prize at the end of the sessions. Door prizes will be given away during lunch on the second day of the conference. You may collect business cards at your booth to draw from or draw from the conference evaluations.

**Room Reservations:** For room reservations and hotel information call 405.235.2780 and refer to the "Annual Hospital Conference" room block or visit <http://www.starwoodmeeting.com/Book/HospConf> to book, modify, or cancel a reservation from December 21, 2009-April 17, 2010.