



Greater Capital District Dental Symposium

October 6 & 7, 2022

Albany Marriott

Sponsorship and Exhibitor Registration Information

The Third District Dental Society's Greater Capital District Dental Symposium will be held on October 7, 2022 In Person at the Albany Marriott, 189 Wolf Road in Albany, NY.

After two years of virtual we are pleased to be back in-person for the Third District Dental Society's Greater Capital District Dental Symposium. The Symposium has been well attended event for member dentists, their hygienists, dental assistants and office staff, as well as dental professionals from surrounding dental societies.

If you have not attended our meeting in the past, this is the year to reserve your place in Exhibitor's Hall to present your service or products to our fine dental professionals and increase your client base. In this economy, everyone needs at least one more client. What a great opportunity to have face to face contact with your future client in a relaxed setting.

To all our returning Sponsors and Exhibitors, we appreciate your past support and look forward to seeing you again. You will see changes to the Sponsorship Levels and benefits to provide you with publicity and many extras not available to general exhibitors.

The Membership Installation Reception is held immediately after the General Meeting on Thursday evening. Ruby Sponsorships for the event are being offered to put your company's name in front of many of our members that may not be attending the full day Friday programs.

New this year – Online Registration – Booth Selection – Payment

Feel free to contact Kathleen Moore, Executive Director with any questions or concerns at 518-782-1428 • email director@third-district.org • 950 New Loudon Road, Suite 108, Latham NY 12110

Presenter details are still in the works and will be announced soon.

Sponsorship and Exhibitors Policy

Sponsorship Levels:

Ruby Reception Sponsor- \$350.00 – Reception Exposure on Thursday

These vendors generously support the Membership Reception and New Dentist Committee
Listing in all event printed and online publications and signage prominently posted
Presidential mention at general membership meeting and reception

Silver Sponsor - \$1,200 – Exhibit Hall on Friday

This level is for vendors who generously support the GCDDS at our full day program

Logo and link on Third District web site

Logo displayed prominently in printed materials

Single (6ft) skirted and covered table and chairs **centrally located** near meeting rooms

3 Minute presentation at one course at 9 am

Continental Breakfast

Lunch for one rep at reserved table in the dining room (*additional guests at \$45.00 each*)

Presidential mention at general membership meeting and reception

Membership mailing list prior **OR** Attendance email list emailed 1 week following event

Speaker Sponsorships

Diamond Speaker Sponsors cover a speakers' Full Honorarium

This level is for vendors who have generously provided a speaker and have covered their full honorarium

Logo on all event printed materials

Logo and link on Third District web site

3 Minute presentation at one course at 9 am

Single (6ft) skirted and covered table and chairs centrally located near meeting rooms

Continental breakfast

Lunch for two (2) at reserved table in the dining room (*additional guests at \$45.00 each*)

Presidential mention at general membership meeting and reception

Attendance email list distributed 1 week after event

Sapphire Speaker Sponsor – contribute up to half of a speaker's honorarium

This level is for vendors who have generously co-sponsored a speaker for part of their honorarium

Logo on Third District web site and meeting publications

Single (6ft) skirted and covered table and chairs centrally located near meeting rooms

Continental Breakfast

Lunch for one rep at reserved table in the dining room (*additional guests at \$35.00 each*)

Presidential mention at general membership meeting and reception

Attendance email list distributed 1 week after event

EXHIBITOR – Exhibit Hall on Friday

Single: \$475.00 6ft. skirted and covered table with chair(s)

* No exhibit space larger than double space available;

* Displays larger than 6 feet require a Double Exhibit

Listing in the meeting promotional materials

Continental breakfast

Lunch – in dining room \$45.00 (tickets required)

Electrical Requirements Tables will be placed as close to an outlet as possible, if requested. We suggest you bring your own power strips and short lead. Rental available at registration for \$10.

Drawings for Exhibit Visit Cards

The GCDDS will provide each meeting attendee an **Exhibit Visit Card** to use as they tour Exhibitor Hall. Exhibitors will be provided a stamp to use as you meet your visitors. A drawing will be held at 3 pm and prizes are announced and distributed in the course rooms.

We appreciate prize contributions from your company Contact Kathleen Moore by September 15th. Be sure to attach your business cards to the gift. Contributions should be a 'gift' item. No 'money off or discount' coupons. You may still have drawings at your own exhibit as well. Deliver drawing gifts to the registration table.

Lunch (Pre-orders only)

Plated luncheon: \$45.00 per person, tickets required, served in the dining room.

Printed Publications –All sponsor and exhibit commitments must be paid by Sept 15th.

Membership Mailing list–One Use Only list includes all practicing Third District members office address and phone, sorry we cannot provide email addresses. List will be emailed to you. - \$65.00

Free WiFi for all

Payment: Credit Cards accepted for registration on website www.Third-District.org (additional fee applies). Check payments mailed to the Third District with form or use the online registration and select "check" or mail attached form. Invoice and W9 by request.

Shipments: No sooner than 3 days prior to the event. Clearly Label: GCDDS-Third District
Ship to: Albany Marriott – Banquet Holding, 189 Wolf Rd, Albany NY 12205

Overnight Guest Rooms: meeting rate of \$139.00 per night plus taxes. Reserve by September 30th by calling Marriot at 800-MARRIOTT request Third District Dental Society room rate.

Locations/Size/Allowances

- Exhibit consists of: One-6 ft by 3 ft table with table cover and skirting; chairs
- Displays larger than 6 feet are required to purchase a double exhibit
- Location of exhibits will be emailed on or about September 15th
- Changes in exhibit location can only be accommodated with unsold exhibit spaces
- If you place your exhibit in a space other than the space assigned or your display flows into your neighboring exhibitors or doorways, you will be required to move or remove the display outside of your assigned area
- Payment must be received before a space is assigned
- Once the exhibit hall is sold out, you will be placed on a waiting list in the order of receipt
- NO unattended exhibits. A representative must be onsite.
- NO admittance without paid exhibit space (no walk through vendors)
- Signage: The hotel does not allow posting on the walls
- All vendors regardless of their product or service are supporters of the society, therefore all fees remain the same for everyone

Refunds allowed by written request prior to August 30th. After that date, refunds will be sent only if space is resold. A \$25.00 fee will be charged. No refunds for mailing lists/labels.

Name Badges and Lunch tickets will be at your exhibit space upon arrival. No need to check in.

Schedule for the Day

5:00 am	Setup – No overnight setup or prior to this time
7:30 am	Exhibitor Hall opens
9:00 – Noon	Morning sessions
10:30 am	Mid-Morning Break (<i>approx. at the discretion of the speakers</i>)
12:15 – 1:15 pm	Luncheon
1:15 – 2 pm	Exhibitor Hall
2:00 - 5 pm	Afternoon sessions
3:00 pm	Afternoon Break (<i>approx. at the discretion of the speakers</i>)
3:00 pm	Drawing
3:00 pm	Break down exhibits



**Greater Capital District
Dental Symposium**

Sponsor and Exhibitor Registration Form

Company: _____

Corporate Address: _____

Event Coordinator: _____ Product or Service: _____

Phone # _____ Email: _____

Sales Representative(s) attending: _____

Address: _____

Phone # _____ Email: _____

Names for Badges: _____

Sponsorships

_____ \$350.00 Ruby – Thursday Reception Sponsor

_____ Silver \$1,500 Web address to link to _____

Speaker Sponsors: Name of Speaker: _____

_____ Diamond Speaker Sponsors: Full honorarium. Amount of contribution: _____

_____ Sapphire Speaker Sponsor: Up to half of speaker's honorarium. Amount : _____

Exhibitor Space: _____ Single \$475.00 _____ Double \$675.00

(Exhibit displays larger than 6 foot require a double space)

Outlet required: _____ No _____ Yes (placement near outlet bring your own power strip and short lead)

Lunch: _____ Plated Lunch: \$40.00 each (included with Sponsorship levels)

Boxed Lunch: \$25.each; pickup at registration desk at 11:45 am

_____ Tuna _____ Honey Ham w Swiss cheese _____ Turkey & Applewood Bacon

Mailing List: _____ \$65.00 One-time use. Emailed in excel format in 3 business days upon payment

Overnight Guest rooms call 1 800-MARRIOTT request the Third District meeting rate

\$ _____ **Mail Check and form to Third District Dental Society by September 30th**
950 New Loudon Road, Suite 108, Latham NY 12110

Register online at www.Third-District.org with your credit card (additional fees apply)

You can also fill out the online registration and mail your check.

IRS W-9 provided by request to director@third-district.org