



YOU ARE A SUPER HERO

Rise to Excellence



2017 OMGMA FALL CONFERENCE



September 13 - 15, 2017



The Riverhouse Hotel & Convention Center - Bend, Oregon

ABOUT THE MEETING

Exhibitor Marketplace ~ Wednesday – Friday

The exhibit hall presents an excellent opportunity for you to share the latest and greatest innovations now available in the marketplace. Plan ahead and think about the services and products you have to share with the attendees.

Be sure to on your registration form and be a Networking Champion to engage the attendees in your booth!

During all Exhibit Breaks, OMGMA will feature drawings for valuable door prizes to help ensure attendance at these events, attendees must be present to win.

Exhibitor Setup & Breakdown Riverhouse Convention Center – Bend, Oregon

SETUP – Wednesday, Sept 13th 1:00 - 5:00 pm

Upon arrival for exhibitor setup, you will find your packets on the table in your exhibit booth. Your packet will include your name tag(s), schedule, attendee and exhibitor lists. If you have any questions, please check with the registration desk located near the exhibitor Marketplace. Name badges will be required for access to all sessions, luncheons, the exhibit hall floor, opening night reception, and the Thursday night Networking Social.

Break Down – Friday, Sept 15th

Exhibits must be dismantled following Friday morning's Exhibit Break, and all materials need to be out of the facility no later than 12 p.m.

Sponsor Opportunities

Please review the enclosed sponsor opportunities and select your sponsorship right away, as we expect to sell out of many opportunities. A sponsorship of \$2,000 or more **includes** complimentary booth space, registration for two representatives, meals and educational sessions during the conference. Your sponsorship, products and services will also be highlighted to attendees throughout the conference.

Attendees

The Oregon Medical Group Management Association Annual Fall Conference is an educational program for administrators, executives, managers, physicians, health administration students, faculty, and others involved in managing a medical group practice.

Venue

All arrangements for this conference, including meeting rooms, guest rooms, and the Exhibitor Marketplace take place at the Riverhouse Convention Center in Bend, Oregon.

What To Wear

Attire at this conference ranges from business casual to totally casual. Be sure to dress in layers since meeting room temperatures may vary. The temperature cools down in the evening, be sure to bring a jacket/coat.

ACTIVITIES

Golf Scramble ~ River's Edge Golf Course Wednesday, September 13th at 11:00 am

If you're looking for an entertaining afternoon, playing in OMGMA's golf scramble is a must!

All exhibitors are invited to play in the OMGMA golf scramble with conference attendees. Even if you have never picked up a golf club, now is your chance to give it a try in this easy and fun event.

Exhibitors are encouraged to invite attendees to play in the tournament. Exhibitor's may pay for an attendee golfer. (Please note, we will honor requests to play with a single person, but may not be able to fill requests for groups as teams are created by looking at handicaps and equally distributing the exhibitor and attendee players on each team.)

Wednesday, Opening Night Reception

Enjoy hosted hors d'oeuvres and refreshments while you reacquaint yourself with old friends and introduce yourself to new colleagues. The reception will be held in the Exhibitor Marketplace and prizes will be awarded to attendees throughout the evening.

Thursday, Networking Social

Thursday evening's networking social & dinner includes a casino night with karaoke and a photo booth. Have a blast while networking to build connections and strengthen your relationships with attendees and exhibitors. Dress for fun and excitement!

About the Conference: The annual Fall meeting of the Oregon Medical Group Management Association is a highly anticipated event by practice administrators throughout Oregon. The meeting is of the highest educational quality, featuring nationally distinguished keynote speakers and experts in the field for each and every session.

A quick preview of some of our 2017 Faculty:

Mark J. Lindquist
Passion! 8 Steps to Reignite Yours



As working professionals, we could all use a little jolt of passion from time to time. His session could be the only time all year when you take a moment to reflect on what you need to reignite the passion that brought you into the workforce in the first place. World-touring entertainer Mark Lindquist offers a presentation that is as entertaining as it is enlightening as he sends you out the door on fire.

Mark J. Lindquist is a nationally recognized motivational speaker and world-touring entertainer who has performed live for over 1.5 million people in 22 countries and 44 states throughout his career. He is also the author of the books, "Passion! 8 Steps to Reignite Yours" and "Service, My Way of Life."

As an actor, he has appeared in ABC's LOST, CBS' Hawaii Five-O and the Universal Studios movie "Battleship." He has performed for Grammy winning artists, Academy Award nominated actors, foreign dignitaries around the world as well as staffers at the White House.

Mark is a former Sergeant in the United States Air Force and an Afghanistan War Veteran who currently lives in Fargo, North Dakota.

Takes 4 To Tango...these People Are Not Difficult, They Are Just Different!



In It Takes 4 To Tango, Candy will take you through a brilliant exploration of behavioral styles that will make you think, laugh, even dance...and recognize your true self and others. You'll also learn how to be more flexible about the personality differences and understand what leads to problems like communication breakdown, negotiation let-down, and delegation fall-down by learning the secrets to connecting and partnering with other personality styles.

International Speaker, Author, and former NFL Cheerleader, **Candy Whirley** is well known for leading and cheering audiences around the world to live and work better together and to stop driving each other CRAZY!

Candy brings 'real world' experience from many industries including: training, retail, customer service (certified by International Customer Service Association – ICSA), restaurant, entertainment, management, youth ministry and business owner. Candy has been speaking for over 25 years and has owned SBG Services, LLC for 14 years.

About the Oregon MGMA:

The mission of the Oregon Medical Group Management Association is to continually improve the performance of medical group practice professionals and the organizations they represent, by promoting growth and professionalism through facilitation of networking within the context of Oregon's unique environment.

The Oregon Medical Group Management Association is a growing and vital organization of more than 275 members engaged in healthcare administration, representing over 5,400 physicians. Members are closely connected and utilize their network to build professional skills and create collaborative, collegial relationships. The organization is favorably perceived by medical organizations and physician group owners, and is seen as a necessary affiliation for their administrative staff. Professional development programs offer relevant, accessible, affordable educational opportunities that are tailored to various skill and experience levels. OMGMA appropriately utilizes their members to provide faculty for educational programs and mentoring opportunities. The organization is financially sound and implements a strategic management and governance system. The organization has a productive governance structure, with a Board and committees that are relevant, highly interactive, and attuned to the needs of members.

OMGMA, the local network for what you need to know in medical practice management.

Wednesday, September 13, 2017

- 9:15 a.m. River's Edge Golf Course – Golf Scramble Registration
- 1:00 - 5:00 p.m. Exhibit Hall Exhibitor Registration / Setup
- 5:00 - 7:30 p.m. Exhibit Hall Member / Exhibitor Registration
- 5:30 - 7:30 p.m. Exhibit Hall Opening Reception with Exhibitors (Must be present to win door prizes)

Thursday, September 14, 2017

- 7:00 a. - 5:30 p.m. ... Conf Ctr Lobby Registration
- 7:00 - 8:00 a.m. Breakfast – Attendees & Exhibitors
- 8:00 - 8:30 a.m. Welcome
- 8:30 - 9:40 a.m. ♦ ❖ Opening Session: **Mark Lindquist** – “Passion! 8 Steps to Reignite Yours”
- 9:40 - 10:25 a.m. Exhibit Hall Break with Exhibitors (Must be present to win door prizes)
- 10:25 - 11:25 a.m. ♦ ❖ General Session: **Mollie Gelburd** – “MGMA National Washington Report”
& **Mark Bonanno**, OMA – “Oregon Updates: Legislative and So Much More”
- 11:25 - 12:55 p.m. Lunch – Attendees & Exhibitors
♦ ❖ Key Note: **Tiffany Christensen** – “Sick Girl Speaks”
- 1:05 - 2:05 p.m. Concurrent Sessions:
 - ♦ ❖ 1) **Jennifer C. Paul**, Lawyer, Saalfeld & Griggs – “Be Careful What You Ask For – A Medical Administrator’s Guide to the Do’s (& Don’ts) of Managing ADA & Family Leave Issues”
 - ♦ ❖ 2) **Brian Newton**, CPA & **Jeremy Prickel**, CPA, Jones & Roth CPAs – “Benchmarking Your Key Performance Indicators”
 - ♦ ❖ 3) **David H. Smith**, MBA, HealthInsight Oregon – “MACRA – State of Affairs and Updates”
- 2:15 - 3:15 p.m. ♦ ❖ General Session: **Deb Bartel**, FACMPE – “Preview of the Oregon Common Credentialing System”
- 3:15 - 4:00 p.m. Exhibit Hall Break with Exhibitors (Must be present to win door prizes)
- 4:00 - 5:00 p.m. Concurrent Sessions:
 - ♦ ❖ 4) **Candy Whirley**, International Speaker & Author – “Bridging the Gap ...managing genders, generations and genetics”
 - ♦ ❖ 5) **Louise Kursmark**, President, Best Impression Career Services – “Resume Writing Class”
 - ♦ ❖ 6) **Chris Riccardi**, CHSP, CHEP – “CMS regulatory Compliance, challenges and Solutions”
- 5:30 - 9:30 p.m. Cocktails & Networking Dinner & Casino Night, Photo Booth, DJ & Karaoke

Friday, September 15, 2017

- 7:30 a. - 2:00 p.m. .Conf Ctr Lobby Registration
- 7:30 - 8:30 a.m. Guests & Exhibitor’s Breakfast / Member Breakfast – Business Meeting
- 8:30 - 9:30 a.m. ♦ ❖ General Session: **Deb Wiggs**, FACMPE, Founder V2V – “Care²”

Riverhouse on the Deschutes & Convention Center

Friday, September 15, 2017 - Continued

- 9:30 -10:15 a.m.Exhibit Hall Break with Exhibitors (Must be present to win door prizes)
- 10:15 -11:15 a.m. Concurrent Sessions:
- ◆ ❖ 7) Orthopedics – Kathy Brown, CMPE CPPM – “Benchmarking and cost containment strategies in an Ortho setting”
 - ◆ ❖ 8) OB/GYN – Pam Keil, FACMPE – “Implementation of a Well Being Assessment in a Specialty Practice and the Outcomes”
 - ◆ ❖ 9) Deb Wiggs, FACMPE, Founder V2V – “Your Super Power: Critical Thinking Skills”
- 11:20 - 12:35 p.m. ◆ ❖ General Session: Candy Whirley, International Speaker & Author – “It Takes 4 To Tango... These People Are Not Difficult, They Are Just Different!”
- 12:35 - 1:35 p.m. Lunch – Attendees & Exhibitors, Exhibitors present drawing gifts
(Must be present to win Exhibitor Drawings and OMGMA Grand Prize at end of Lunch)

◆ This program qualifies for ACMPE credit hours. ACMPE participants may individually apply for continuing education credit for this program if the content relates to one or more of the six management domains in The Body of Knowledge for Medical Practice Management as determined by the member. ACMPE provides hour-per-hour credit (actual clock hours) subtracting time-spent for lunches and breaks. To apply these hours toward your ACMPE continuing education requirement, please calculate the total number of clock hours you spent in educational sessions (timing for each session is included in your conference schedule) and enter your hours online in the My Transcript area at www.mgma.com.

Note: Board/Committee meetings, networking sessions and meals are not eligible for ACMPE credit.

OMGMA MISSION STATEMENT: To continually improve the performance of medical group practice professionals and the organizations they represent by promoting growth and professionalism through facilitation of networking within the context of Oregon’s unique environment.

Lodging

Riverhouse on the Deschutes Hotel & Convention Center

CALL FOR YOUR RESERVATION TODAY!

The Riverhouse Resort 3075 N. Business 97 Bend, OR 97701

Convention Center 2850 NW Rippling River Court Bend, OR 97701

Reservations: 800-547-3928 or online at

<https://riverhouse.reztrip.com/ext/promoRate?property=1334&mode=b&pm=true&sr=235700&vr=3>



Hotel reservations are **REQUIRED by August 13th, 2017** to guarantee the discounted room rates, however space may be available after the guarantee date. Enjoy the extended conference rate before and after the conference if you would like to enjoy a “getaway”.

Remember to state you are part of **OMGMA** for the **OMGMA** room rate.



If you sign up to be a Networking Champion, OMGMA will post a SUPER HERO sign in your booth signifying to the attendees that your company is participating.

Being a Networking Champion means:

You will provide a GAME OR ACTIVITY in your booth and decorate your booth using our theme “YOU ARE A SUPER HERO – Rise to Excellence”.

-  **Induce attendees out of the aisle and into your booth.**
-  **Make your brand more memorable!**
-  **Make great associations to last.**

Be a Networking Champion, commit to provide a game or activity in your booth. Be sure to (check the box) on your registration form to receive your SUPER HERO Booth Sign.

Networking Champions will be highlighted on the exhibitor map and attendees will vote on the best game and best booth decor.



***There is a Super Hero inside all of us.
We just need the courage to put the cape on!***

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Sponsorship Prospectus

Oregon Medical Group Management Association
Fall Meeting, September 13 -15, 2017

How many times have you heard the saying, "It's not WHAT you know but WHO you know?" This phrase becomes more and more applicable in our changing healthcare environment as time goes on. This year, our OMGMA Fall Conference endeavors to help administrators and managers at every stage in their career develop and enhance their network of "Go To" experts. In addition to information on the latest major trends, economic and legislative

changes affecting medical practices, we will present many opportunities for our colleagues to meet each other and get to know people they can call on in the future. From help with answers to questions about complex practice management situations to adding or improving a service need from a trusted outside resource, our conference will once again be the best place to make valuable long term connections.

Requestor Details

Institution: Oregon Medical Group Management Association (OMGMA)

Primary Contacts:

Debbie Anderson – OMGMA Executive Secretary
OMGMA
971-373-1477 • Fax: 503-774-3417
execsecretary@omgma.com

Jenna Wiltfong, CMPE – Partner & Exhibitor Chair
WVP Independence Monmouth Family Medicine
503-838-1133 • jwiltfong@wvphhealth.org



Secure your Sponsorship Now!

Payee Details: Register online and pay with credit card or print invoice and make check payable to:

OMGMA 9144 SE 67th Avenue | Portland, OR 97206 | Tax ID Number: 93-0874801
Questions: Debbie Anderson | execsecretary@omgma.com | 971-373-1477

If paying by check, please note: Payment must be received within 21 days of registration but **no later** than the first day of conference. Late payments will be charged a \$50 service fee.

REGISTRATION CANCELLATION POLICY:

Any exhibitor desiring to cancel exhibit space for the conference shall notify Debbie Anderson at OMGMA in writing either by mail or email sent to execsecretary@omgma.com. An administrative fee of \$250.00 is withheld on refunds plus the cost of any signage already purchased. No refunds are made on cancellations after August 1, 2017.

Sponsorships at a glance!

Your participation as a sponsor provides an extra measure to your key customers and prospects. With your sponsorship in excess of \$2,000, your company will receive complimentary booth space (valued at \$1,200 each or \$1,075 each for Early Birds). Please see Sponsorship pages for individual sponsorship details.

	Title	Gold	Silver	Bronze	Partner Booth	Exhibit Booth
8' x 10' booth, skirted table, 2 chairs, garbage can	X	X	X	X	X	X
# of Representative Tickets	4	3	2	2	2	2
Star Recognition & Ribbons for representatives	X	X	X	X	X	
Premier booth location based on Sponsorship/ Partner priority	X	X	X	X	X	
Excel attendee mailing list prior to event	X	X	X	X		
Color Ad/Logo in on-site conference attendee notebook	Full Page 5" x 8"	Half Page 5" x 3 3/4"	Quarter Page 3 3/4" x 2 1/4"	Logo Only		
Recognition on special event signs, displays and announcements	X	X	X	X		
Logo displayed on website	X	X	X	X		
Distribution of supplied handouts during sponsored event	X	X	X			
Logo displayed on Facebook page	X	X				
Color Ad/Logo in June 1st attendee registration brochure	*Full Page 8" x 10.5"	*Half Page 8" x 5"				
Handout included in Attendee Packets	X	X				
Reserved seating for your company during events*	X					
Company intro during available keynote session of choice	X					

*Deadline for ad placement in attendee registration brochure is May 15, 2017.

OREGON MGMA FALL 2017 CONFERENCE September 13 – 15, 2017

Maximize Your Presence... Take Advantage of these Sponsorship Opportunities!

Our meeting sponsorships were created to help strengthen your company's brand, establish relationships, generate sales leads and increase traffic to your booth. Take a moment to review the entire spectrum of sponsorship opportunities available, match them with your marketing objectives, then contact us and we'll help you make a plan.

Your participation as a sponsor provides an extra measure to your key customers and prospects. With your sponsorship in excess of \$2,000, your company will receive complimentary booth space (valued at \$1,200 each or \$1,075 each for Early Birds).

See chart for an overview of the benefits for each level of sponsorship.

Title Sponsorship

\$10,000 – Title Sponsor

An opportunity for your company to have the greatest exposure throughout the conference including your logo prominently displayed on the conference souvenir to be given to each attendee at check-in.

This sponsor package includes:

- An opportunity for a company representative to address attendees at a conference keynote session of choice
- Full-page color ad in the meeting Registration Brochure (if secured by May 31, 2017).
- Priority seating for your representatives at the keynote presentation
- Recognition as the Presenting Sponsor on conference website, e-syllabus, Facebook, on-site Meeting Notebook and conference signage
- Distribution of your handout or promotional item included in attendees packets and chosen keynote session
- Electronic pre-conference attendee mailing list
- Premium exhibit booth location in Exhibitor Marketplace with up to four (4) representative registrations
- Full-page ad in the on-site Meeting Notebook
- Verbal recognition and audience reminders throughout the conference
- Star recognition & ribbons for representative

Gold Sponsorships

These Gold Sponsor packages include:

- Half-page color ad in the meeting Registration Brochure (if secured by May 31, 2017).
- Priority seating for your representatives during your event (if applicable)
- Recognition as a Gold Sponsor on conference website, e-syllabus, Facebook, on-site Meeting Notebook and conference signage
- Distribution of your handout or promotional item during your event (if applicable)
- Electronic pre-conference attendee mailing list
- Premium exhibit booth location in Exhibitor Marketplace with up to three (3) representative registrations
- Half-page ad in the on-site Meeting Notebook
- Verbal recognition and audience reminders throughout the conference
- Star recognition & ribbons for representative

\$5,000 – Networking Lounge

Dedicated space accommodating 20-30 conference attendees at any given time for duration of conference. This space is equivalent to 4 exhibitor booths and let us help you with comfy chairs and couches! Networking Lounge Sponsor to provide: 3 to 5 laptops/computers available for attendee access; Equipment/internet necessary to power these laptops/computer devices; Technical support for users attempting to access computers/network. You are welcome to add additional beverages/snacks as well - arrangements for food and beverage must be made directly with catering services.

Gold Sponsorships *continued*

\$5,000 – Conference App

Imagine your company logo and ad in the hands of the conference attendees every time they use the OMGMA Conference App. Your logo and company ad will be placed on the main page of the app, so the attendees will see your information each time they open the app.

\$5,000 – Attendee Bags

Attendee bags with your logo advertising materials inside given to each attendee at registration.

\$5,000 – WiFi

WiFi password will be your company logo.

\$5,000 – Closing Keynote Speaker, Candy Whirley

Candy will sign her books (sponsored by your company) at your booth during the Friday morning exhibitor break and your company logo will be printed on her handouts!

\$5,000 – Keynote Speakers (2 available)

Help share the wealth of education at our conference with our attendees and sponsor one of our Keynote Speakers!
1) Mark Lindquist; 2) Tiffany Christensen;

\$5,000 – Audio Visual (3 available)

Your company sponsors all of the audio visual used throughout the conference. Special signage in rooms.

Silver Sponsorships

These Silver Sponsor packages include:

- Priority seating for your representatives during your event (if applicable)
- Recognition as a Silver Sponsor on conference website, e-syllabus, on-site Meeting Notebook and conference signage
- Distribution of your handout or promotional item during your event (if applicable)
- Electronic pre-conference attendee mailing list
- Premium exhibit booth location in Exhibitor Marketplace with up to two (2) representative registrations
- Quarter-page ad in the on-site Meeting Notebook
- Verbal recognition and audience reminders throughout the conference
- Star recognition & ribbons for representative

\$3,000 – Notebook with ~~SOLD~~ Conference Schedule

Your logo featured on the front page and 1/4 page ad in the Notebook distributed on-site to all attendees. The Notebook will include a current schedule-at-a-glance, meeting room locator, speaker highlights, attendee list, exhibitor list and floor plan, plus plenty of blank pages for taking and keeping notes.

\$4,000 – Thursday Evening Entertainment - Casino Night, Karaoke and Photo

Booth An opportunity for your company to sponsor the evening entertainment for our social networking event. Have your company logo used on the Casino Night Money.

\$4,000 – Wednesday or Thursday ~~SOLD~~ Evening Reception - Hosted Bar

An opportunity for your representatives to personally greet attendees at the door and provide them with complimentary drink tickets (2) imprinted with your company logo.

\$4,000 – Wednesday Reception or Thursday Dinner Social – Hors d'oeuvres/Food Stations

Your company logo imprinted on the napkins used for the hors d'oeuvres tables and displayed on room signage.

Silver Sponsorships *continued*

\$3,500 – Thursday or Friday Lunch

An opportunity for your company to sponsor the lunch served during our keynote speaker.

\$3,000 – General Sessions (3 available)

Help share the wealth of education at our conference with our attendees and sponsor one of our General Session Speakers! Speaker choices are A) Mollie Gelburd – MGMA National & Mark Bonnano, OMA; b) Deb Bartel, Credentialing; c) Deb Wiggs, V2V

Bronze Sponsorships

These Bronze Sponsor packages include:

- Recognition as a Bronze Sponsor on conference website, e-syllabus, on-site Meeting Notebook and conference signage
- Electronic pre-conference attendee mailing list
- Premium exhibit booth location in Exhibitor Marketplace with up to two (2) representative registrations
- Verbal recognition and audience reminders during the conference
- Star recognition & ribbons for representative

\$2,500 – Breakfasts - Thursday or Friday (2 available)

An opportunity for your company to sponsor one of our breakfasts.

\$2,500 – Hotel Key Cards

Your company on hotel key cards used by attendees during their conference stay.

\$2,500 – Concurrent Sessions (3 available)

Help share the wealth of education at our conference with our attendees and sponsor one of our Concurrent Sessions! 1) Resumé Writing"; 2) Networking **SOLD** (in) Publics; 3) Network **SOLD** /GYN

\$ 2,500 – AM or PM Break (3 available)

An opportunity for your company to sponsor one of our exhibit hall breaks for the attendees.

- 1) Thursday AM 2) Thursday **SOLD** AM 3) Friday AM

\$2,000 – Bronze Sponsor

Help support OMGMA educational endeavors.

\$2,000 – Golf Green Fees

Allows Attendees **SOLD** to play in the golf tournament at half price. An opportunity for a representative of your company to personally greet participating attendees at the beginning of the function.



Marketing Add-ons

Make sure your brand is memorable. Add additional marketing items to your sponsorship or exhibit booth.

\$1,000 – Golf Lunch – Your company logo displayed prominently on signage at the Golf Lunch.

\$1,000 – Marketing Brochure/Flyer for Attendee Packets

Include one 8 1/2" x 11" brochure/flyer in each attendee packet. Brochures/Flyers must be supplied by the sponsor and received at the OMGMA office no later than August 1st.

\$1,000 – Branded Item for Attendee Packets

Include a branded item in each attendee packet. Item must be supplied by the sponsor and received at the OMGMA office no later than August 1st.

\$500 – Branded Pen for Attendee Packets

Include a branded pen in each attendee packet. Pens must be supplied by the sponsor and received at the OMGMA office no later than August 1st.

\$100 each – Golf Holes (18 available) – Your company logo displayed on your sponsored golf hole(s).

\$50 each – Attendee Golf Registration

Your company invites and pays for an attendee(s) to play golf. You will be guaranteed to be paired with the attendee you sponsored.

Exhibitor Booth Pricing

Exhibitor Booth

Please note: Sponsorships of \$2,000 or more include one 8' x 10' exhibit booth.

One booth includes an 8' x 10' display area with 8' high back curtain wall, 3' high side rails, one 8' skirted table, two chairs, a small garbage can, a company identification sign and one electrical outlet.

OMGMA is maintaining the same booth pricing this year even though booth expenses have continued to increase. We continue to work hard to provide as many networking opportunities for you as possible making your participation with us even more valuable to you!

8' x 10' Booth	(Through June 15, 2017) Early Bird Pricing	(June 16, 2017 and After) Regular Price
OMGMA Partner Booth Includes 2 representatives	\$918	\$1,020
Non-Partner Booth Includes 2 representatives	\$1,080	\$1,200
Additional Representative (All Levels) (Maximum of 2 (two) additional reps per booth)	\$500 each Rep	\$500 each Rep
OMGMA Golf Tournament - Exhibitor	\$100	\$100
Invite an Attendee	\$50	\$50

If paying by check, please note: Payment must be received within 21 days of registration but **no later** than the first day of conference. Late payments will be charged a \$50 service fee.

Register online at www.omgma.com

Payee Details: Register online and pay with credit card or print invoice and make check payable to:

OMGMA 9144 SE 67th Avenue | Portland, OR 97206 | Tax ID Number: 93-0874801
 Questions: Debbie Anderson | execsecretary@omgma.com | 971-373-1477

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Exhibitor Prospectus OMGMA Fall Conference

September 13 - 15, 2017 | Riverhouse Convention Center | Bend, Oregon

Attendees

Attendees at this conference include medical group practice administrators, managers, supervisors, CEOs, physicians, health administration students & faculty, along with others involved in managing a medical group practice who represents hundreds of physicians and medical group practices throughout the state of Oregon. This is an enormous purchasing opportunity. Anticipated attendance is approximately 100 – 120 attendees.

Exhibitor Questions or Information

You may request information by contacting Debbie Anderson, OMGMA Executive Secretary at: 971-373-1477, fax 503-774-3417 or by email sent to execsecretary@omgma.com.

**Lodging
 Reservations &
 Exhibit Location**

The Riverhouse on the Deschutes Hotel | 3075 N. Business 97 | Bend, Oregon 97701
 1-800-547-3928 | Please identify yourself as an OMGMA Exhibitor
 The Riverhouse Convention Center | 2850 NW Rippling River Court | Bend, Oregon 97701

The OMGMA rate is \$149.00 for a Non-riverview room and \$159.00 for a Riverview room. All room rates are based upon single or double occupancy and are quoted exclusive of applicable taxes. Each additional adult will be charged \$10.00 per room, per night.

Booth Space

One booth includes an 8' x 10' display area with 8' high back curtain wall, 3' high side rails, one 8' skirted table, two chairs, a small garbage can, a company identification sign and one electrical outlet. Please contact Jessica Haag, Convention Service Manager at 541-617-7264 or by email at jhaag@vestahospitality.com for additional electrical or additional booth needs. Exhibit displays must be designed/situated so as not to block the sides of the exhibit space. Once your display is set up, all boxes and crates which do not fit under the skirted display table must be removed from the exhibit hall.

Representative Registration

All exhibitor representatives must be registered for the meeting. A standard booth includes meeting registrations for two exhibit representatives. Add up to a maximum of two (2) additional representatives when you register or call/email Debbie Anderson. Exhibit representatives will not be allowed on the exhibit floor without registration and a name badge. See the Preliminary Schedule for a complete list of activities with premier opportunities to network with our attendees, including the opening night reception, breakfasts, luncheons and the Thursday night social. Exhibitor representatives are also welcome to participate in the conference educational sessions.

Exhibit Days

Wednesday, September 13 – (1:00 pm to 5:00 pm Setup) - 5:30 PM to 7:30 PM Reception
 Thursday, September 14 – 7:00 AM to 4:00 PM
 Friday, September 15 – 9:00 AM to 1:30 PM Including Exhibitor lunch to give gifts away

Move In

Wednesday, September 13 – 1:00 to 5:00 PM – **The Riverhouse Convention Center | 2850 NW Rippling River Court | Bend, OR 97701**. All vendors must use the lower, left side entrance during move-in or move-out. All vendors are responsible for their own moving in and moving out of items brought into the exhibit hall.

Exhibitor Access

Hand carts will be available for load-in and load-out purposes. If using a show-provided hand cart, please unload your items in your booth immediately and return it to the access area.

Move Out

Friday, September 15 – 10:15 AM to 12:00 PM Please note: Exhibitor breakdown and move out prior to the final exhibitor break time on Friday is prohibited.

**Exhibitor Shipping and Storage at
 The Riverhouse
 Convention Center**

INBOUND OR OUTBOUND SHIPPING: The Riverhouse Convention Center | 2850 NW Rippling River Court | Bend, OR 97701. It is the Exhibitor's responsibility to contact a freight carrier and properly pack and label all boxes to be shipped to or from the hotel. The label should have OMGMA Conference, at least one representative's name and your company's name printed on it. Packages should not be scheduled to arrive more than three (3) days prior to the scheduled event.



Electrical Hookup Please contact Jessica Haag, Convention Service Manager at 541-617-7264 or by email at jhaag@vestahospitality.com to arrange for additional electrical power for your booth, and/or specialized audio visual equipment.

Internet Access There is no charge for wireless internet access in the exhibit space. Please contact Jessica Haag, Convention Service Manager at 541-617-7264 or by email at jhaag@vestahospitality.com to arrange for hardwire internet connections or other specialized audio visual equipment for your booth.

Attendee Lists Only sponsors are eligible to receive an electronic mailing list of attendees prior to the conference to promote visits to their booth. All exhibitors will receive a hard copy of the attendees mailing list at the meeting. Contact information will include attendee name, practice name and address only.

Minimum sponsorships begin at \$2,000. For Sponsor opportunities and availability, contact: Debbie Anderson, OMGMA Executive Secretary, 971-373-1477, execsecretary@omgma.com

Prize Drawings and Giveaways To ensure Attendee attendance, OMGMA will hold drawings with enticing prize giveaways throughout Exhibitor events, i.e. Wednesday Opening Reception, AM & PM Breaks on Thursday and AM Break on Friday. Exhibitors are encouraged to offer a prize drawing(s) to be given away during Friday's luncheon as an incentive for attendees to visit their booth. Attendees are told they must be present for the Exhibitor prize drawings held during Friday's luncheon. Exhibitors are responsible for collecting business cards at their booth throughout the show for their drawing. Prior to the lunch on Friday, exhibitors with door prizes will be asked to draw 10 names and list them on the provided prize winner's list and then bring it to lunch. Each Attendee can only win one prize, so as the prizes are given away during lunch, cross the winners names off your list who have already won a prize prior to your giveaway.

Confirmation / Booth Assignments Contact Debbie Anderson, OMGMA Executive Secretary, if you have not received an exhibitor confirmation within 10 business days of submitting your exhibitor agreement. You will be notified of your booth assignment no later than September 4th. Assignments will be made first on sponsorship priority, OMGMA Partner and then on a first come basis based on date of registration payment received.

Failure to Occupy Space The exhibitor will forfeit any space not occupied by 4:30 PM on Wednesday, September 13th, unless prior arrangements are made with show management. Exhibitor's space may be resold, reassigned or used by the conference management.

Liability It is agreed that exhibitors will assume entire responsibility and hereby agree to protect, indemnify, and defend and hold OMGMA and The Riverhouse Hotel & Convention Center and their employees and agents harmless against all claims, losses and damages to persons or property, government charges or fines and attorney's fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy or use of exhibition premises or any part thereof.

In addition, exhibitor acknowledges that OMGMA or The Riverhouse Hotel & Convention Center does not maintain insurance coverage for exhibitor's property or injury to exhibitor or its representatives, agents, employees, licensees or invitees. It is recommended that exhibitor obtain adequate insurance coverage, at its own expense, for property loss or damage and liability for personal injury.

Aggressive Behavior/ Weapons Policy Any aggressive or threatening behavior, whether verbal or physical, directed toward attendees, fellow exhibitors or any event staff is strictly prohibited. OMGMA reserves the right to expel or refuse admittance to any Exhibitor or booth personnel whose conduct is, at OMGMA's sole discretion, not in keeping with the character and/or spirit of the OMGMA Fall Conference. OMGMA does not allow any weapons.

Cancellation or Postponement of Conference In the event the conference is postponed due to any occurrence not occasioned by the conduct of OMGMA or The Riverhouse Hotel & Convention Center, or that such occurrence be an act of God or the result of war, riot, civil commotion, sovereign conduct, or the act or conduct of any person



or persons not party or privy to this contract, then the performance of such parties under this contract shall be excused for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof, and in any event for the duration of such postponement. In the event that such occurrence results in cancellation of the conference, each party hereby releases the other from all obligations under this contract.

Suitcasing

While in the Exhibit Hall, any individual who is observed soliciting business in the aisles or other public spaces, in another company's booth, or in violation of any portion of the Exhibitor Policy, will be asked to leave immediately. Suitcasing may also take the form of commercial activity conducted during scheduled or official conference activities from a hotel guest room or hospitality suite, a restaurant, club, or any other public place of assembly. For the purposes of this policy, suitcasing violations may occur at venues other than the exhibition floor and at other events.

Ancillary Meetings & Activities

OMGMA prohibits Exhibitors planning ancillary meetings or events (social functions and entertainment) that conflict in any way with the OMGMA Fall Conference. This includes all OMGMA conference sessions and special events. Definition of an Ancillary Event: Ancillary Events are non-OMGMA sponsored special group events, such as business meetings of other organizations or social gatherings, held in conjunction with the OMGMA Fall Conference. Ancillary Events are not planned or sponsored by OMGMA.

Exhibitor Cancellation

Any exhibitor desiring to cancel exhibit space for the conference shall notify Debbie Anderson at OMGMA in writing either by mail or email sent to execsecretary@omgma.com. An administrative fee of \$250.00 is withheld on refunds plus the cost of any signage already purchased. No refunds are made on cancellations after August 1, 2017.

Exhibit Practices and Regulations

- The Oregon Medical Group Management Association (OMGMA) reserves the right to restrict exhibits, without refund, that have been falsely submitted, and to terminate an agreement if payment is not received within 21 days of receipt of agreement but **no later** than the first day of conference. Late payments will be charged a \$50 service fee.
- Distribution of literature, samples, etc. in the exhibit area by firms not participating as registered exhibitors is prohibited.
- Solicitations or demonstrations by exhibitors must be confined within the bounds of its respective booth(s).
- Exhibitor is not allowed to distribute literature or items of any kind outside its assigned display booth(s).
- Aisle space shall not be used for exhibit purposes. Display signs and displays are prohibited in any of the public space or elsewhere on the premises of the conference and lodging facilities.
- No exhibitor shall sublet, assign, or share its exhibit space with another company or individual. Exhibitor representatives must be employees or designated agents of the exhibiting company. Exhibitor representatives may not represent other companies other than the company contracting for the exhibit space.
- Social activities sponsored by an exhibitor that might conflict with the conference schedule must be cleared with OMGMA.
- Electronic and other apparatus must be operated so that the noise will not interfere with other exhibitors. No musical presentations are allowed, live or mechanical, without the written authorization of Conference Management.
- All display materials and decorations must comply with requirements of the local fire authorities. Display fabrics must be nonflammable.
- Exhibitors must purchase food and beverage from the hotels catering division for distribution. (Small candies & water bottles excluded.) Exhibitors must comply with the terms of the catering division contract.
- Care must be taken by the exhibitor not to deface or destroy any part of the exhibit area. In the event of property damage caused by him/her, the exhibitor will be held responsible.
- Use of the name "Oregon Medical Group Management Association or OMGMA" or that of any officer of said association, in recommendation or endorsement of a product or service, is expressly prohibited.
- Animals or pets, with the exception of ADA Service Animals, are not permitted on the exhibit floor for this event.



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