

# 2017 IAC & ME



**INTERNATIONAL ASSOCIATION OF CORONERS & MEDICAL EXAMINERS**

Present the

**2017 Annual Training Symposium**

**EXHIBIT DATES • JULY 23-25, 2017 • LAS VEGAS, NV**

## PROSPECTUS

The International Association of Coroners & Medical Examiners has over 89 years experience in the presentation of educational seminars for the purpose of assisting Coroners and Medical Examiners in the performance of their duties. This commitment is enshrined in the Association's mission statement, "The International Association of Coroners & Medical Examiners is committed to advancing the accurate determination of the cause and the manner of death through the utilization of science, medicine and the law". This organization currently hosts over 900 members who collaborate and learn from each other.

This Annual Training Symposium will be a valuable opportunity to network with Coroners, Medical Examiners, Deputy Medical Examiners and their staffs. This Symposium provides state of the art training to the attendees, who number in excess of 275. This is an excellent opportunity for you, the supplier, to interface directly with these professionals. This prospectus will highlight the information you need to participate in the International Association of Coroners & Medical Examiner's Annual Training Symposium, July 23 - 25, 2017 in Las Vegas, Nevada.

# 2017 IAC&ME Annual Training Symposium

**2017 Estimated Attendance: 275+**

**Attendee Demographic: IAC&ME Members, Coroners, Assistant and Deputy Coroners, Medical Examiners, Law Enforcement and Coroner Investigators, Forensic Pathologists, Forensic Pathology Technicians, Forensic Technicians, Forensic Assistants, and Administration Staff.**

**Average Exhibitors: 25-30**

**2016 Exhibitors: 26**

## SPONSORSHIP

*Sponsorship is a great way to promote your brand to Symposium attendees. Your contributions help us to provide maximum exhibit hall exposure. All sponsorships will include amenities such as website acknowledgement with company logos cited in the sponsorship section. Appropriate recognition in onsite signage and in the onsite Symposium Guide will also be provided.*

Morning or Afternoon Break Co-Sponsor	\$1,500
Morning or Afternoon Break	\$3,000
Pool Party Co-Sponsor	\$1,000
Pool Party	\$5,500
Lanyards	\$2,500
Attendee Tote Bags	\$1,500
Opening Reception Co-Sponsor	\$1,000
Opening Reception	\$12,000
Hospitality Pool Cabana	\$1,500

## HOTEL ACCOMMODATIONS

**As low as \$52 per night plus 12% tax and discounted resort fee of \$15 plus 12% tax.**

Ask for the IAC&ME discount symposium rate using code GSACM17. Be sure to secure your reservations as soon as possible. This rate is available through June 28, 2017 or until this reserved block of rooms fill to capacity.

### Golden Nugget Hotel and Casino

129 East Fremont Street, Las Vegas, NV 89101

**(800) 331-5731**

<http://www.goldennugget.com/LasVegas/>

**THANK YOU  
2016 EXHIBITORS AND SPONSORS**

NEVADA  
DONOR  
NETWORK



Aftermath Services LLC  
AIT Laboratories  
CryoLife  
EMS Innovations  
Forensic Advantage Systems  
Human Identity Laboratory  
- Oklahoma State University  
- CHS  
Knight Systems  
Kubtec Digital X-Ray  
Lodox NA LLC  
Mopec  
Mortech Mfg.  
Mortuary Response Solutions

Musculoskeletal Transplant Foundation  
National Center for Missing and Exploited Children  
Nevada Donor Network  
NMS Labs  
Shiva Shade  
Sirchie  
Stop Rubbernecking  
SUDEP Aware  
VertiQ Software LLC  
Wicklander-Zulaski & Associates, Inc.

**This symposium is graciously  
HOSTED BY**



# 2017 IAC&ME Annual Training Symposium

## EXHIBIT BOOTH PACKAGE

**Includes the following amenities: one (1) 8'x8' booth space, pipe and drape, one (1) six foot table, two (2) chairs, company name ID sign, and up to two exhibitor badges.**

Any booth before May 1, 2017	
New Exhibitors	\$850
Returning Exhibitors	\$750
Non Profit 501(c)3	\$650
Any booth after May 1, 2017	\$850

## SPECIAL EXHIBIT PACKAGE

**\$2,600**

- One (1) Exhibit Booth Package with Amenities
- One (1) Symposium Guide Advertisement Full Page Inside
- One (1) Tote Bag Insert
- Co-Sponsor of the Opening Reception with Amenities

## SCHEDULE

### Sunday, July 23, 2017

Exhibit Set-up	1:00 PM - 4:00 PM
Exhibit Hall Open	5:00 PM - 8:00 PM
Opening Reception	5:30 PM - 8:00 PM

### Monday, July 24, 2017

Exhibit Hall Open : OPTIONAL 7:30 AM - 9:00 AM

**Coffee will be served in the exhibit hall.  
Participants will be attending opening ceremonies from 8:00 am - 9:00 am.**

Exhibit Hall Open 9:00 AM - 5:15 PM

### Tuesday, July 25, 2017

Exhibit Hall Open 9:00 AM - 5:15 PM

### Tuesday, July 25, 2017

Exhibit Tear-down 5:15 PM - 7:00 PM

*Hours posted are tentative and are subject to change.*

## SYMPOSIUM GUIDE

**The IAC&ME Symposium Guide is available to all who attend this event. Included in this publication are schedules and descriptions of all classes and courses, social events, and a full list of all exhibitors. Advertising space is available to all exhibiting companies. Due date for advertising reservations is May 15, 2017.**

### Rates

\$250	Half Page (inside position, black & white)
\$500	Full Page (inside position, black & white)
\$750	Full Page Cover Positions (color)

*Covers available: Inside Front (C2), Inside Back (C3) and Back Cover (C4). First-come, first-served.*

### Artwork Specifications (in inches)

### W x H

Half Page (Trimmed)	4.625 x 3.5
Full Page (Insides & Covers)	
Live Area	5 x 8
Trim Size	5.5 x 8.5
Bleed (Covers only)	5.75 x 8.75

## TOTE BAGS & INSERTS

Each attendee at the IAC&ME Annual Symposium will receive an official symposium tote bag.

### TOTE BAGS

**\$1,500**

Sponsorship of the tote bag itself is available. The sponsoring company's logo will be placed on each tote bag along with the IAC&ME official symposium logo. Sponsorship includes a complimentary insert.

### INSERTS

**Exhibitors \$350**

**Non-exhibitors \$1,200**

**Additional 8.5"x11" inserts \$50 per sheet**

Each company may include a printed insert, product sample, or promotional item in each tote bag. Inserts are not to exceed two (2) 8.5"W x 11"H sheets or one (1) 11"x17" folded printed piece.

# 2017 IAC&ME Annual Training Symposium

## RULES & REGULATIONS

### ASSIGNMENT OF SPACE AND PAYMENT

All exhibit space will be allocated on a first-come, first-served basis. Confirmation of space will be sent immediately upon receipt of signed contract and full payment. The International Association of Coroners & Medical Examiners (IAC&ME) and The Thornton Group LLC (TTG) reserves the right to re-assign booth space if necessary. Payment in full is due within 30 days of the contract submission if requesting check submission. Booth assignment will be released if payment is not received within 30 days. No exhibitors shall assign, sublet, or share the whole, or any part, of the space contracted with any other company without prior written consent of IAC&ME or TTG. All exhibit requests are due by May 1, 2017.

### BOOTH SPECIFICATIONS

The standard booth size is 8'w x 8'deep. The booth price in this agreement provides installation, maintenance and removal of standard framing materials. The materials include a quality fabric, 8' high flameproof backdrop; 42" high side divider rails; and an expertly lettered 7" x 44" exhibitor sign for each space. One six foot long table and two chairs are included. The exhibit hall is carpeted.

### EXHIBITOR NAME BADGES

We request that all badges be ordered through the exhibitor services kit. Each exhibiting company is entitled to two (2) complimentary exhibit badges per booth space contracted. Exhibitor badges admit company representatives to the Exhibit Hall during scheduled installation and exhibit hours. Exhibitors may pick up their badges at the registration desk on Sunday, July 23, 2017, 1:00 p.m. Additional badges are available to exhibiting companies for additional representatives and permit entrance into the exhibit hall for \$50 per representative.

### INSTALLATION & DISMANTLING

Installation of exhibits may commence on Sunday, July 23 at 1:00 p.m. All exhibitors must be fully assembled and ready for display no later than 4:00 p.m. on Sunday, July 23. Dismantling of exhibits may begin after 5:15 p.m. on Tuesday, July 25. All exhibits and materials must be totally removed from the exhibit hall no later than 7:00 p.m. on Tuesday, July 25. Dismantling and packing to depart from the event during exhibit hall open hours is HIGHLY discouraged.

### OFFICIAL SERVICE CONTRACTOR

Upon receipt of your completed contract and payment in full, an exhibitor's service kit will be emailed to each exhibitor. This packet will include all necessary information and forms regarding shipping of displays, display rental, floor coverings, telephone service, electrical service & utilities, additional furniture and accessories, etc. To request your kit, please contact Jennifer Thornton at [jennifer.thornton@theiacme.com](mailto:jennifer.thornton@theiacme.com).

### CANCELLATION

Exhibitors may reduce or cancel contracted space by submitting written notice to Jennifer Thornton at [jennifer.thornton@theiacme.com](mailto:jennifer.thornton@theiacme.com). Such notice must be received and acknowledged by IAC&ME/TTG no later than May 1, 2017. Exhibitors canceling an entire exhibit space before March 1 shall be charged an administrative fee of 25 percent of the total cost of display space. Cancellation of contracted exhibit space between March 1 and May 1, 2017 will receive a 50 percent refund. No refunds will be made if written notice of cancellation or reduction is received after May 1, 2017.

### SYMPOSIUM GUIDE

All advertising materials, company listing information and contracts for exhibit space must be submitted and acknowledged by May 1, 2017 for inclusion into the Symposium Guide. There is no guarantee an exhibitor's company information will be included in the publication if the information is received after this date.

### SECURITY

IAC&ME nor TTG will be responsible for 24-hour security services at the Hotel. While every precaution will be taken, IAC&ME and TTG assumes no liability for lost or stolen items. The ultimate responsibility remains with the individual exhibitors to protect their property and appropriate protection and insurance should be arranged.

### LIABILITY

In consideration for the opportunity to display services and products at an IAC&ME Annual Training Symposium, Exhibitor, its officers, directors, agents and insurers, agrees to indemnify and hold harmless IAC&ME, directors, contractors, employees and agents and the Hotel from any loss, injury, suit, action or cause of action, or claim whatsoever resulting from any incident, accident, fire, theft or any claim or loss to any person claiming loss or injury, including any loss or damage to property of Exhibitor, its employees, agent or subcontractors, loss or injury to any manufacturer's demonstration participants, their employees, agents, guests and general public. Said indemnification and agreement to hold harmless, IAC&ME, TTG and the Hotel, as aforesaid, shall include reimbursement for any costs, expenses and reasonable attorney's fees incurred by indemnities. Further, any claim of damage to the property of the Hotel resulting in the immediate assessment of damages against IAC&ME and TTG from any act or omission of Exhibitor, its agents, employees, contractors and subcontractors, shall be immediately paid or assumed by Exhibitor. In addition, Exhibitor acknowledges that IAC&ME and TTG does not maintain any insurance to cover loss or damage to any property of Exhibitor. Exhibitors are advised to obtain commercial insurance to cover all losses and claims.

### RESTRICTIONS

IAC&ME and TTG reserves the right to determine the eligibility of a company or their product for inclusion in the exhibits, and reserves the right to restrict exhibits that, because of noise, method of operation, materials or for any other reason, becomes objectionable to IAC&ME. IAC&ME and TTG also reserves the right to prohibit any exhibit that, in the opinion of IAC&ME management, may detract from the general character of the exhibit show as a whole. IAC&ME and TTG reserves the right to prohibit any exhibit where the exhibiting company's products and services do not directly relate to the medicolegal industry. In such event, any exhibitor terminated prior to expiration of the symposium for cause shall not be entitled to a refund or be entitled to damages for any direct or in-direct expenses incurred by exhibitor. The exhibition of a company's products or services within the IAC&ME Exhibit Hall does not represent an endorsement of those products or services by IAC&ME nor TTG. No signs will be affixed by any means to the walls, doors or any other surface in the exhibit area. IAC&ME policy firmly restricts representation or an organization that has not been assigned an official exhibit booth from soliciting business and /or distributing promotional material of any type within the exhibit area or any other areas assigned to IAC&ME by the Hotel. Further, those organizations that have been assigned an official IAC&ME exhibit booth must conduct all business activities from within their assigned booth space and may not impede traffic through the Exhibit Hall aisles and other areas. No one is permitted into the Exhibit Hall during installation times except for authorized personnel (those with Exhibitor Badges) who are working or supervising the installation of booth equipment or furnishings. Absolutely no children under the age of sixteen (16) will be admitted in the exhibit hall during installation or break down under any circumstances.

**IAC&ME Marketing Manager**  
**Jennifer Thornton**  
**(719) 375-0236**  
**[jennifer.thornton@theiacme.com](mailto:jennifer.thornton@theiacme.com)**



# INTERNATIONAL ASSOCIATION OF CORONERS & MEDICAL EXAMINERS

## 2017 Contract for Exhibit Space • July 23 - 25, 2017 • Las Vegas, NV

Coordinator's Contact Information	Program Guide Listing
Company Name	Company Name
Coordinator or Meeting Planner's Name	Address
Address	City                      State                      Zip
City                      State                      Zip	Phone (toll free if available)
Phone	Fax
Fax	General or Sales Email
Email	Website
Please provide a 25 word description of your company, products and/or services. This information will accompany your listing in the Symposium Guide.	

### BOOTH ASSIGNMENT REQUESTS (BOOTH #)

Option 1 \_\_\_\_\_ Option 2 \_\_\_\_\_ Option 3 \_\_\_\_\_

### TOTE BAG INSERTS

- Exhibitor                                      \$350
- Non-Exhibitor                                      \$1,200
- Add'l Page Qty \_\_\_\_\_                      \$50/per page

### SYMPOSIUM GUIDE ADVERTISING

- Cover 2                                      \$750
- Cover 3                                      \$750
- Cover 4                                      \$750
- Full Page                                      \$500
- Half Page                                      \$250

### SPONSORSHIPS

- Break Co-Sponsor                                      \$1,500
- Beverage Break                                      \$3,000
- Lanyards                                      \$2,500
- Opening Reception Sponsor                                      \$12,000
- Opening Reception Co-Sponsor                                      \$1,000
- Tote Bags                                      \$1,500
- Pool Party Co-Sponsor                                      \$1,000
- Pool Party                                      \$5,500
- Hospitality Cabana                                      \$1,500

### BOOTH RESERVATIONS

- New Exhibitors                                      \$850
- Returning Exhibitor (*from 2016*)                                      \$750
- Not for profit, 501(c)3                                      \$650
- Special Booth Package                                      \$2,600
- Any booth after May 1, 2017                                      \$850

Exhibit space is to be occupied solely by our organization in exhibiting our products at the IAC&ME Annual Training Symposium. Booths may not be shared or sub-let. Companies we would like to be NEAR: \_\_\_\_\_  
 Companies we would like to be AWAY FROM: \_\_\_\_\_

This Exhibit Contract incorporates the 2017 Rules and Regulations contained in the Exhibitor Prospectus. We have read and understand the Exhibit Rules and Regulations, and agree to abide by them and additional rules deemed necessary by the International Association of Coroners & Medical Examiners (IAC&ME) and The Thornton Group LLC (TTG). Exhibitor agrees to hold IAC&ME and TTG harmless from any liability, loss, or claim during the 2017 IAC&ME Training Symposium.

**Contract submission: Fax to (888) 541-1823**

**Mail checks with full payment made payable to the "IAC&ME":**

**IAC&ME Attn: Nicole Charlton, 1704 Pinto Lane, Las Vegas, NV 89106, or use credit card information below.**

**Coordinator or Meeting Planner's Signature - REQUIRED**

<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX		
Print Name (as it appears on card)	Credit Card Number	
Signature	Expiration Date	VCode