

## Exhibit Space Application

### EXHIBITOR INFORMATION: (please type or print clearly)

Exhibiting Organization: \_\_\_\_\_

Exhibitor Contact Name: \_\_\_\_\_  
*(Company representative to receive all information regarding exhibits and the conference.)*

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail (required): \_\_\_\_\_

List any probable Exhibitors you DO NOT wish to be near: \_\_\_\_\_

### PAYMENT INFORMATION:

Exhibit Fee:  \$1,000 — Center of Excellence Network Medical Center **2013 Reduced Fee!**

Annual Supporter / Conference Supporter  
*(Refer to your conference support agreement for fee information.)*

Other Organization \$ \_\_\_\_\_  
*(Refer to letter of invitation for exhibit fee information.)*

Method of Payment:  Check payable to: OptumHealth Education  
*Federal Tax ID Number: 30-0238641*

Check Enclosed *(Payment is required for booth assignment.)*

Visa       MasterCard       American Express

Credit Card # \_\_\_\_\_ Exp. \_\_\_\_\_

Print Cardholder's Name \_\_\_\_\_ Signature \_\_\_\_\_

### PROMOTIONAL INFORMATION:

Organization Name for Conference Materials: \_\_\_\_\_

*(Use upper and lower case letters exactly as you want your organization's name to appear in conference materials and signage.)*

**Organization/Product Description:** A brief 75-word description of your company/product will be included in the *Exhibit Guide*, which will be distributed to all conference attendees. Descriptions must be submitted electronically by Aug. 23 to ensure inclusion in the *Exhibit Guide*. Submit your description to [luanne.ronning@optumhealtheducation.com](mailto:luanne.ronning@optumhealtheducation.com).

### INSTRUCTIONS:

(1) Organizations submitting applications and/or company/product descriptions after Aug. 23, 2013, may NOT be listed in the *Exhibit Guide* or program materials. (2) Payment must be received to secure exhibit space. Booth assignments will be based on the paid application receipt date. (3) A confirmation letter with instructions for registering on-site representatives will be e-mailed to the exhibiting contact listed above. Instructions for accessing the Exhibitor Service Manual—which includes shipping information and order forms—will be provided in your confirmation packet.

***I, the duly authorized representative of the exhibiting organization, on behalf of the said organization, subscribe and agree to all terms, conditions, authorizations and covenants obtained in the 22nd Annual National Conference Exhibitor Prospectus and Exhibit Space Application, as well as any other rules and directives which at any time are issued by OptumHealth Education in connection with this Exposition.***

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### FOR MORE INFORMATION CONTACT:

LuAnne Ronning  
(218) 834-6369  
[luanne.ronning@optumhealtheducation.com](mailto:luanne.ronning@optumhealtheducation.com)

#### 3 WAYS TO SUBMIT YOUR APPLICATION:

*(Payment is required to secure booth space.)*

1) E-mail: [bethany.severson@optumhealtheducation.com](mailto:bethany.severson@optumhealtheducation.com)

2) Fax: (612) 234-0925

3) MAIL: Bethany Severson, MN010-S157

OptumHealth Education  
6300 Olson Memorial Hwy  
Minneapolis, MN 55427

*(A mail service that provides tracking information is recommended.)*

#### FOR OFFICE USE ONLY:

Date application received: \_\_\_\_\_

Date exhibit fee received: \_\_\_\_\_

Date postmarked/faxed: \_\_\_\_\_