



# Updates on Oncology and Blood/Marrow Transplantation A Spotlight on Seattle Cancer Care Alliance The Westin Seattle • October 15–16, 2012

# **Exhibiting & Registration Information**

#### Conference/Exhibit Venue

The Westin Seattle • 1900 Fifth Avenue • Seattle, WA 98101 Exhibit Location: Puget Sound Room, Lobby Level

## Exhibiting Fee

Exhibit space includes one skirted table and two chairs. For fee information, refer to your conference support agreement or letter of invitation to exhibit.

## **Exhibit Space Application**

**Event Supporters / Exhibitors**—Review and complete the Application for Exhibit Space in its entirety. Return the signed form to OptumHealth Education at least 30 days prior to the start of the conference. *Space is limited.* 

**Annual Conference Supporters**—Please contact the Exhibit Manager at least 30 days prior to the start of the conference to reserve exhibit space. *Space is limited.* 

## Exhibitor Registration

#### Register On-site Representatives.

Go to www.optumhealtheducation.com/scca2012

All individuals at the exhibition and conference must register through the conference Web site.

### **Exhibit Dates and Hours**

Monday, October 15	7:00 a.m.–5:00 p.m.
Tuesday, October 16	7:00 a.m3:30 p.m.
Exhibitors must check in at the	ne Registration Desk to obtain
credentials and space assign	nment.

## **Exhibiting Requirements**

**Exhibit Setup and Dismantle.** Exhibitors are responsible for set up and tear down of their display.

Set-up: Monday, October 15 .........6–7 a.m.; 8:30–9:30 a.m. Please contact the Exhibit Manager to request an alternative set-up time.

Dismantle: Tuesday, October 16....3:30-4:30 p.m.

**Staffing**. It is requested the exhibit be staffed during breaks, lunches, and continental breakfasts.

**Special Needs.** Exhibitor is responsible for any special requirements. Contact the Exhibit Manager for ordering information.

**Exhibit Materials.** All signs, displays and handouts are solely the responsibility of the Exhibitor. No designated security is provided. Exhibitor assumes all liability for its materials and property.

## Shipping and Delivery

Shipping and delivery of materials to and from The Westin Seattle is the responsibility of the Exhibitor. Packages will be accepted up to three business days prior to the event. To ensure proper delivery, address your packages as follows:

The Westin Seattle SCCA/OptumHealth Conference, 10/15/12 <Exhibitor Name>/<Exhibiting Organization> 1900 Fifth Ave. Seattle, WA 98101

### Hotel Information

Hotel: The Westin Seattle, 1900 Fifth Ave.,

Seattle, WA 98101

Reservations: Call (800) 228-3000 or go to

https://www.starwoodmeeting.com/StarGroupsWeb/booking/reservation?id=1112156087&key=567DB

Rate: \$189.00 single/double. For call-in reservations, mention "Seattle Cancer Care Alliance/OptumHealth

mention Seattle Cancer Care Alliance/Optumnear

Conference" to receive this special rate.

Room Block Release Date: Sept. 14, 2012

### **Cancellations**

If your company must cancel, prompt notification to the Exhibit Manager is requested.

# Right of Refusal

OptumHealth Education and Seattle Cancer Care Alliance reserve the right to refuse exhibitor applications.

## **Contact Information**

OptumHealth Education Exhibit Manager LuAnne Ronning • p 218.834.6369 • f 612.234.0477 E-mail: luanne.ronning@optumhealtheducation.com

Seattle Cancer Care Alliance Network Office p 206.288.1066 Email: sccanet@seattlecca.org





# Updates on Oncology and Blood/Marrow Transplantation A Spotlight on Seattle Cancer Care Alliance The Westin Seattle • October 15–16, 2012

**Application for Exhibit Space** 

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

<b>Exhibiting Organization:</b>	(Use ur	per and	lower case let	ters exacti	y as	you want your organization	on's nan	ne to appea	r in co	nference materials and signag
<b>Exhibitor Contact Name:</b>										
Title/Position:	(Con	npany re	presentative t	o receive a	ill int	formation regarding exhib	its and t	the confere	nce.)	
Mailing Address:										
City, State, Zip Code:										
Phone:	E-mail (required):									
List any probable Exhibit	ors yo	ou DO	NOT wish	to be i	nea	r:				
PAYMENT INFORM	1ATI	ON:								
Exhibit Fee:	_	Event Supporter / Exhibitor <sup>(1)</sup> (Refer to your letter of invitation for exhibit fee information Complete the Method of Payment section below.)						\$_		
	□ Annual OptumHealth Education Supporter						\$_		N/A*	
Method of Payment: (if applicable)		☐ Check payable to: OptumHealth Education Federal Tax ID: 30-0238641								
		Credi	t Card							
			Visa		l	MasterCard				Express
Credit Card #							Exp.			
Print Cardholder's Name						Sign	ature			
INSTRUCTIONS:										
Instructions (refer to the Exhib (1) Application: Complete this conference. Exhibit space is lil (2) Registration: All on-site re Support Agreement, for the nu (3) Right of Refusal: Optumbas an Exhibitor.	s form <u>mited</u> . epreser umber o	to apply ntatives of allow	y for exhibit from your on able compli	space. S organizat mentary	ubn ion regi	mit the completed form must register. Refer to strations.	n at lea	xhibitor Ir	nforma	ation sheet, or Annual
By signing this form, you agrequipment and other property OptumHealth Education or The In addition, the Exhibitor ack losses by the Exhibitor. You agree to comply with an	while o e West knowled	on The tin Seat	Westin Seat tle or its affi at it is the s	tle premi liates, ar ole respo	ses ising	s, and hereby waives a g from such loss, theft bility of the Exhibitor to	any clai t, or da o obtaii	im or dem mage. n appropr	nand it	t may have against
Authorized Signature: _	Date:									
Application Due Date: Se	plication Due Date: Sept. 14, 2012 3 Ways to Submit Y						our A	pplication	n:	
						ning@optumhealtheducation.com erson, MN010-S157				
www.optumhealtheducation	n.com	<u>/scca2</u>	012		6300 Olson Memorial Highway Minneapolis, MN 55440-9472					

<sup>(1)</sup> The Exhibition is open to OptumHealth Education and SCCA sponsors/conference supporters, and other invited organizations. If you check the Event Supporter/Exhibitor category and have not received an invitation to exhibit, please e-mail moreinfo@optumhealtheducation.com to request authorization.