



Endocrine Days Educational Institute

Vendor Information Letter Fall 2023

28 September 2023

This is a request for an exhibit fee of \$1,950 per exhibit booth, the standard amount requested from healthcare companies for the Endocrine Days Educational Institutes activity to be held Friday, October 27th, 2023 at the Seattle Convention Center, Room 606-609, 705 Pike Street Seattle, WA 98101-2310 at 7:00 AM - 40:00 PM (PT).

Endocrine Days offers sponsorship for exhibitors to display in a separate meeting room, external to the educational conference room. Your exhibitor fee covers: x1 exhibit booth, x1 tablecloth [most vendors bring their own], chairs, breakfast buffet, lunch, snacks, beverages, x1 wi-fi login, and x1 attendee registration. Additional representatives need to register and pay separately if they want to attend the education session(s). There are two exhibit opportunities of equal worth: 1) Company Representatives, and 2) Medical Science Liaison. The MSL booths must be separate (out of ear shot) from a booth of the same company. If you are a non-profit organization, you may apply to have your exhibitor fee waived, at the final discretion of the Endo Days board; email us for the application. Maximum of 24 exhibitor booths.

Break out sessions will be scheduled during our morning break, lunch, and afternoon break, as well as directly following the meetings adjourning. You are free to stay and host attendees after the event, up until 6:00 PM (PT). The focus of this event will be on educational presentations including a half day on Obesity and a half day on Pituitary Disorders. There will be approximately 100 regional endocrinologists, primary care providers, and other related health care providers attending the event (e.g., nurses, pharmacists, dieticians).

Registration is done online (preferred) or via email, required to be finalized (including your signed letter of agreement) before the conference. Payments will be accepted online (preferred) or you may make checks payable to Endocrine Days Educational Institute at mailing address: P.O. Box 75686, Seattle, WA 98175.

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Administrator

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