



# Endocrine Days Educational Institute

## *Vendor Information Letter Spring 2026*

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21 January 2026

This is a request for an exhibit fee of \$3,500 per exhibit booth, the standard amount requested from healthcare companies for the Endocrine Days Educational Institutes activity to be held the morning of Friday, April 24th, 2026 at the Seattle Convention Center, Room 606-609, 705 Pike Street Seattle, WA 98101-2310 at 7:00 AM - 4:15 PM (PT).

Endocrine Days Educational Institute offers one level of sponsorship for exhibitors to display in a separate meeting room, external to the educational conference room. There are a maximum of 24 exhibitor booths. Each organization may register for up to two exhibitor booths per division - one for a company representative and another for your company's Medical Science Liaison - which are required to be separated by ear shot from each other. Nonprofits may apply for a waived registration fee, to be reviewed and approved at the discretion of the board. Inquire for the application paperwork.

Break out sessions will be scheduled during our morning break, lunch, and afternoon break, as well as directly following the conference adjourning. You are welcome to stay after the event up until 6:00 PM (PT) when the area must be vacated. Early set up the afternoon/night prior is included in your registration fee, but must be coordinated in writing with the Seattle Convention Center representative. If you want to ship materials to the Seattle Convention Center, this must also be coordinated in writing to the Seattle Convention Center in advance as well.

The focus of this educational event will be a half day dedicated to Diabetes Mellitus and a half day dedicated to Lipids. There will be approximately 125 regional endocrinologists and other related health care providers attending the event (e.g., nurses, pharmacists, dieticians).

Registration is completed online (preferred) or via email to our admin account, 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 our mailing address below.

Sincerely,

Jonathan Halldorson MN, BSPH, RN, CDCES  
Endocrine Days Educational Institute - Administrator

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