



**Florida Society of Interventional Pain Physicians  
Florida Society Physical Medicine & Rehabilitation  
Annual Meeting, Conference & Tradeshow  
The Diplomat in Hollywood, FL  
July 16-19, 2020**

First of all, I and the entire staff of the upcoming Florida Society of Interventional Pain Physicians (FSIPP) would like to express our sincere appreciation of your company's support! We are thrilled to be working with you in 2020 to provide an outstanding educational opportunity for all attendees.

**FSIPP 2020, will take place July 16-19, 2020 at The Diplomat in Hollywood, FL**

All Program Sponsors are invited to have a table display throughout the conference hours. All exhibitors are invited to participate in medical sessions and events – however, everyone MUST have a badge. Please be sure to let us know who on your team will need badges so we have these prepared and names are spelled correctly.

**Shipping & Key Information:**

- Please plan on arriving to set up your display on Thursday July 16, 2020 at 3:30pm.
- Please direct any shipment of table display materials to the attention of one of your company's representatives at the meeting. See ATTACHED shipping information.

• Meeting planners will not be responsible for lost or mislabeled packages. PLEASE DO NOT SEND ANY PACKAGES TO THE ATTENTION OF THE MEETING OR MEETING PLANNERS UNLESS GIVEN SPECIFIC APPROVAL TO DO SO. FSIPP assumes no responsibility for packages and/or booths sent to our attention without approval.

- All Shipments should arrive NO EARLIER than Monday, July 13, 2020 and NO LATER than Wednesday, July 15, 2020.

**Exhibitor Set-up and Tear Down:**

Set-up: Thursday, July 16th at 3:30pm

Tear Down: Saturday, July 18th: After last Break

It is important to note that display space will be assigned based on sponsorship level. We will make every effort to insure maximum exposure through the booths by all attendees. You may leave your table display up on Thursday through Saturday, however, the conference cannot be responsible for any items left unattended.

**Company Sponsored Marketing Events and Activities:**

The FSIPP, 2020 Planning Committee requests the following considerate recognition by our sponsors. **Please do NOT plan any outside marketing events, activities and/or labs that compete with the FSIPP, 2020 Meeting.** The planning staff is more than happy to assist our sponsors in coordinating dinners and events at the site at NO CHARGE. However, we do request that you do coordinate those activities with us to insure smooth operation and in no competition with educational events. Please contact us if you have any questions. We are more than happy to assist you and appreciate your consideration!

We are thrilled to work with you to make FSIPP, 2020 an absolute success! Please do not hesitate to contact me if you have any questions, concerns or comments! See you in Florida!

Sincerely,

**Michelle Byers**

**Michellhbyers@gmail.com**