

# Ontario Society *of* Chiropractors



36TH ANNUAL CONFERENCE

ONE STEP AT A TIME

MAY 6-7, 2022







## OSC 2022 Annual Spring Conference

SAVE THE DATE!

May 5-7, 2022

Book before February 28, 2022  
to receive a free delegate bag insert!!



Hilton Toronto/Markham Suites Conference Centre & Spa

Over 250 attendees in 2021

Register online: [CLICK HERE](#)

[www.OntarioChiropodist.com](http://www.OntarioChiropodist.com)



## OSC 2020 Annual Spring Conference

It is with great pleasure that the Ontario Society of Chiropodists formally invites you to participate in our annual conference in Toronto.

The Ontario Society of Chiropodists is the only provincial professional association representing Chiropodists - the largest number of foot specialists in Ontario. We are dedicated to enhancing the profession and increasing awareness among Ontarians about the importance of great foot health care!

The OSC gives Ontario Chiropodists a united front and a strong professional voice for stakeholders; including government, the College of Chiropodists of Ontario, insurance companies, other health care professions, and the general public. This Conference promotes the highest professional standards and attempts to further the profession through educational development.

Chiropodists are primary care practitioners of podiatric medicine who specialize in the assessment, management, treatment and prevention of diseases and disorders of the foot. Chiropodists provide over a million patient care visits per year which keeps Ontarians mobile, active and independent. We are also business owners who spend tens of thousands of dollars each year in equipment, supplies and services.

We thank you for your support!

## Sponsor and Exhibitor Registration

### Opportunities

We are asking for your support of our conference. With new graduates entering the profession this year and established members attending our conference, this is the perfect venue to showcase your goods and/or services and connect with future customers for your business. We offer several sponsorship options providing an excellent opportunity to build brand awareness and show your support.

### Sponsorship

<i>Title/Presenting Sponsorship</i>	<i>\$15,000</i>
Logo predominantly placed throughout the conference	
Logo on all conference literature	
Full page ad in the online conference brochure	
Full page ad in the printed conference brochure	
One workshop presentation	
5 minute introduction of the company/product (a script can be provided and a Board member can read on your companies behalf)	
Two booths with 3 passes	
Opportunity for sponsor to provide give away items	
 <i>Keynote Speaker Sponsorship</i>	 <i>\$5,000</i>
Full page ad in the online conference brochure	
Full page ad in the printed conference brochure	
Signage during the sponsored session	
Mention of sponsorship during the lecture/s	
2 Exhibit Booths	
Delegate Bags Insert	
5 minute introduction of the company/product and introduce the speaker (a script can be provided and a Board member can read on your companies behalf)	
 <i>Speaker Sponsorship</i>	 <i>\$2,500</i>
Full page ad in the online conference brochure	
Half page ad in the printed conference brochure	
Signage during the sponsored session	
Mention of sponsorship during the lecture/s	
1 Exhibit Booth	
5 minute introduction of the company/product and introduce the speaker (a script can be provided and a Board member can read on your companies behalf)	

# Exhibitor & Sponsorship Package

<i>Workshop and Booth</i> One booth with 2 passes Each 10x10 booth includes one skirted 6' table and 2 chairs Booth allocation is based on first come first served 60 minute workshop/presentation	<i>\$1,900</i>
<i>Lunch Sponsorship</i> Half Page ad in the online conference brochure Signage during the sponsored session	<i>\$1,500</i>
<i>Delegate Bags</i> Company recognition with company logo on delegate bags	<i>\$2,000</i>
<i>Delegate Bags Inserts</i> One page insert per delegate bag	<i>\$250</i>
<i>Exhibit Booth</i> Each 10x10 booth includes one skirted 6' table and 2 chairs Each booth includes two representatives Each additional representative is \$150 Booth allocation is based on first come first served The OSC reserves the right to determine the final floor plan and booth allocation Listing of your company and logo ad in the online conference brochure Listing of your company and logo ad the printed conference brochure	<i>\$1,200</i>
<i>Lanyard and Name Tag Sponsorship (Min. 400)</i> Company recognition on all printed material pertaining to conference Company will provide lanyards with company logo	<i>\$500</i>

# Exhibitor & Sponsorship Package

*Buffet Breakfast Sponsorship (Friday or Saturday)* *\$500*  
Company recognition on all printed material  
pertaining to conference relating to  
reception and signage at the event

*Coffee Breaks* *\$350 each*  
Company recognition on all printed material  
pertaining to conference and signage during the coffee break

## Reception Sponsorships

*Welcome Reception Sponsorship (Thursday Reception)* *\$2,500*  
Includes: one booth and two representatives  
Verbal recognition at the reception as well as signage  
Opportunity for sponsor to provide give away items (at sponsor's cost)  
If there are ideas the sponsor would like to add to the reception, the OSC would be open to discuss

*Conference Reception Sponsorship (Friday Reception)* *\$4,000*  
Includes: one booth and two representatives  
Verbal recognition at the reception as well as signage  
Opportunity for sponsor to provide give away items (at sponsor's cost)  
If there are ideas the sponsor would like to add to the reception, the OSC would be open to discuss

Reserve Your Space Today & Register online:  
[www.regonline.ca/2019OSCCConfExhibit](http://www.regonline.ca/2019OSCCConfExhibit)

Contact us at: [info@ontariochiropract.com](mailto:info@ontariochiropract.com) Telephone: 1-905-567-3094

Thank you,

Carol Ford  
OSC Association Manager

## Exhibitor Move-in/Move-out

*Exhibition move-in:* Friday May 6, 2022

7:00am-11:30am

Booth spaces will be ready for exhibitors to arrange displays from 7:00am to 11:30 am ONLY!

All displays must be in the assigned area, complete and ready to commence, prior to the opening at 12:00pm.

*Dismantling:* Saturday May 7, 2022

3:00 – 4:30 pm

No display shall be dismantled before the official closing time of 3:00 pm on Saturday All exhibit material must be packed and removed from the exhibit floor by 4:30pm

## Procedures

All exhibits must be brought into the Conference Centre via the freight elevator on the South side of the Conference Centre. Passenger elevators and escalators are not to be used for transporting freight or equipment from level to level.

A freight elevator is available for large scale or large quantity items. The space available within the elevator is 17½' Long, 8' Wide, 8' High with a maximum load capacity of 10,000 lbs. or 4500 Kg. Elevator is street level with no loading dock. Trucks require tailgate or ramp.

Loading area at the freight elevator is not equipped with a loading dock. Exhibitors are to bring own forklift for unloading. Hilton Toronto/Markham Suites Conference Centre & Spa is not equipped with ladders, brooms, dollies and other required items. All exhibitors are to bring their own tools to erect their exhibits. All labour requirements for the set up and tear down of an exhibit are the responsibility of the exhibitor.

Exhibits must not hinder or obstruct any fire equipment, emergency exits, elevators, stairs or doors.

Exhibitors using vehicles to move in their exhibits through the elevator or moving doors must leave their keys in the ignition at all times. Should the vehicle not be removed within the permitted time, Conference Centre personnel will remove the vehicle at the exhibitor's risk and expense.

Signs, banners and similar materials may not be nailed, stapled, hung or attached to ceilings, walls or painted surfaces.



## Audio Visual

To secure any items for your booth, please contact: Craig Beattie  
Freeman Audio Visual Canada Tel: 905-470-8500 X2113  
Craig.beattie@freemanco.com

## Shipping of Materials

Due to limited storage facilities within Hilton Toronto/Markham Suites Conference Centre & Spa, the Hotel is unable to store display materials or show merchandise. Should you require delivery of crates, boxes, or display material, it must first be coordinated with the Hilton Conference Centre.

Deliveries will not be accepted more than 48 hours prior to the start of the conference. Handling charges will be incurred based upon size, weight, and storage of conference materials. The Hotel will charge specific handling fees to the exhibitor for this service, as outlined below:

Boxes and Packages (under 50 lbs) \$6.00 per box

Boxes and Packages (over 50 lbs) \$25.00 per box

Crates \$85.00 per crate

Pallets \$200.00 per pallet

All parcels/boxes arriving at the hotel for events are to be received through the receiving dock so they can be properly logged & distributed to the appropriate department. Parcels/Boxes shall not be received or sent out through the Guest Services department.

All items being received must be labeled as follows:

OSC 2022 Conference

Att: Carol Ford

c/o Hilton Toronto/Markham Suites Conference Centre & Spa 8500 Warden Avenue, Markham,  
Ontario L6G 1A5 CANADA May 6-7 2022

Convention Room 3-5 – Booth #

Multiple boxes must be numbered Box of .

Delivery time must be between 11:00 am and 3:30 pm

NOTE: Boxes without clear documentation will be rejected receiving dock or security department.

## Return Shipping

It is the sole responsibility of all exhibitors to make arrangements for return shipping of their materials through their own shipper. All materials must be labeled appropriately by the exhibitor and be shipped according to the move-out schedule. If exhibitors choose to ship materials via their own shippers, it must be done during move-out hours only.

## Customs Brokers

Exhibitors who are shipping goods to the event from outside Canada are responsible for their own Custom Brokers. The Hilton Toronto/Markham Suites Conference & Spa will not accept any charges nor arrange for any shipments to be cleared at Customs to be further shipped to the Hotel & Conference Centre. For your convenience, we will be happy to recommend a Canadian Customs Brokerage with whom you may make direct arrangements.

For further inquiries, please contact the Catering/Sales department at 905-470-8500 Ext. 2046.

## On-Site Storage

There is a limited amount of on-site storage for crates and packing material for exhibitors during move-in and show hours only.

## Assignment of Space

Assignment of space to exhibitors is done on a first come, first served basis. The OSC will continue to receive applications and assign exhibit space, as it remains available, until shortly before the show opening date. In all cases, total booth payments must be received prior to show opening.

The assignment of booths is final and shall constitute an acceptance of the Exhibitor's offer to occupy space. After assignment, space location may not be changed, transferred or cancelled by the Exhibitor except upon written request and with the subsequent written approval of Show Management.

Show Management reserves the right to re-assign exhibitor space or to modify the floor plan, at any time.

## Cleaning

The cleaning of aisles is included in the space rental agreement. At the end of the show, garbage must be placed outside the booth to ensure pickup by cleaning staff.

## Prize Draws

The OSC oversees the drawing of exhibitor prizes. Each conference delegate is provided an Exhibit Passport which displays the logo of each exhibitor. Each exhibitor is provided with a pre-inked stamp, which they use to stamp the delegate passport. Prizes are collected from exhibitors on Saturday morning and the passports are collected from delegates on Saturday at 2:30 pm. The prize draws are made during the coffee break from 2:30 – 3:00 pm by the OSC using the Exhibit Passports to determine the winner.

## Security

Exhibitors are responsible for the safe keeping of their own materials. Do not leave any valuable items unattended at any time. The Hilton Toronto/Markham Hotel, Show Management and all related show sub-contractors are not responsible for any loss, theft, damage, etc. however caused at any time. Staff will be on duty during move-in/out and all trade show hours to monitor appropriate name badge identification only. Any persons without a name badge will not be admitted into the trade show. Exhibitors are requested to ensure that all exhibit personnel wear their name badge at all times.

## Booth Guidelines

No background may be placed to obstruct, block or interfere with the lighting or visibility of an adjacent booth.

The exhibitor must keep the exhibit open and properly staffed during the specified exhibit hours and shall not close or remove the exhibit until the conclusion of the entire exhibition, unless otherwise directed by the OSC Conference Manager.

No signs or other articles are to be fastened to the walls, drapes, ceiling, etc., by any method whatsoever. The use of thumbtacks, scotch tape, nails, screws, bolts, or any tools or material, which could mark the floor or walls, is prohibited.

The exhibitor shall be responsible for all damage to structures, furnishings, etc., which may be caused by its representatives, employees, guests, etc.

## Electrical

The Electrical Safety Code, Ontario Regulation requires that all electrical equipment be approved before it may lawfully be advertised, displayed, offered for sale or sold or otherwise disposed of or used in the Province of Ontario.

Exhibitors may not store materials on or around any electrical equipment or connections of any kind.

Equipment that trips or quits due to overload may not be restarted until the exclusive electrical contractor has found the source and corrected the problem. Electrical services are not included in the costs.

## **Amendments to Rules and Regulations**

Show Management reserves the right to amend these guidelines, rules and regulations, or to make additions as required. Under unusual circumstances, and at its own discretion, Show Management may also make specific exceptions or changes to the rules without necessarily establishing a precedent or applying the modification beyond the specific case involved.

## **Liability and Insurance**

The exhibitor agrees that the Ontario Society of Chiropodists (OSC) and their representatives shall not be liable for any damage or liability of any kind or for any loss, damage or injury to persons or property during the term of this agreement, from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space by exhibitor or any person thereon with the consent of Exhibitor, and that Exhibitor will defend, indemnify and save harmless, the OSC and their representatives from all liability whatsoever, on account of any such damage, or injury, whether or not caused by negligence or breach of an obligation by the exhibitor or its employees or representatives. The exhibitor will be liable for all damages or liability of any kind or for any loss, damage or injury to persons or any property during the trade show from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space. It is the responsibility of the exhibitor to obtain business interruption and property damage insurance covering any such potential losses sustained through exhibiting.

## **Booking Accommodations**

A block of rooms at the Hilton Toronto/Markham Suites Conference Centre has been reserved for the OSC Conference delegates and exhibitors. In order to secure accommodation at the preferred rates, please make your reservation by using the dedicated link indicated below or calling 1-800-593-9223 and be sure to specify that you are with the Ontario Society of Chiropodists.



## Tentative Conference Schedule

### Friday, May 6, 2022

7:00 – 11:30 am	Exhibitor Move-In
7:30 – 8:30 am	Delegate Registration and Breakfast
8:30 – 10:00 am	Keynote Presentations
10:00 – 10:30 am	Refreshment Break
10:30 – 12:00 pm	Presentations
11:30 am	Exhibits MUST be finalized
12:00 – 1:30 pm	Luncheon and Exhibits
1:30 – 3:00 pm	Presentations
3:00 – 3:30 pm	Refreshment Break with Exhibitors
5:00 – 6:30 pm	OSC AGM
6:30 – 8:00 pm	Reception with Exhibitors

### Saturday, May 7, 2022

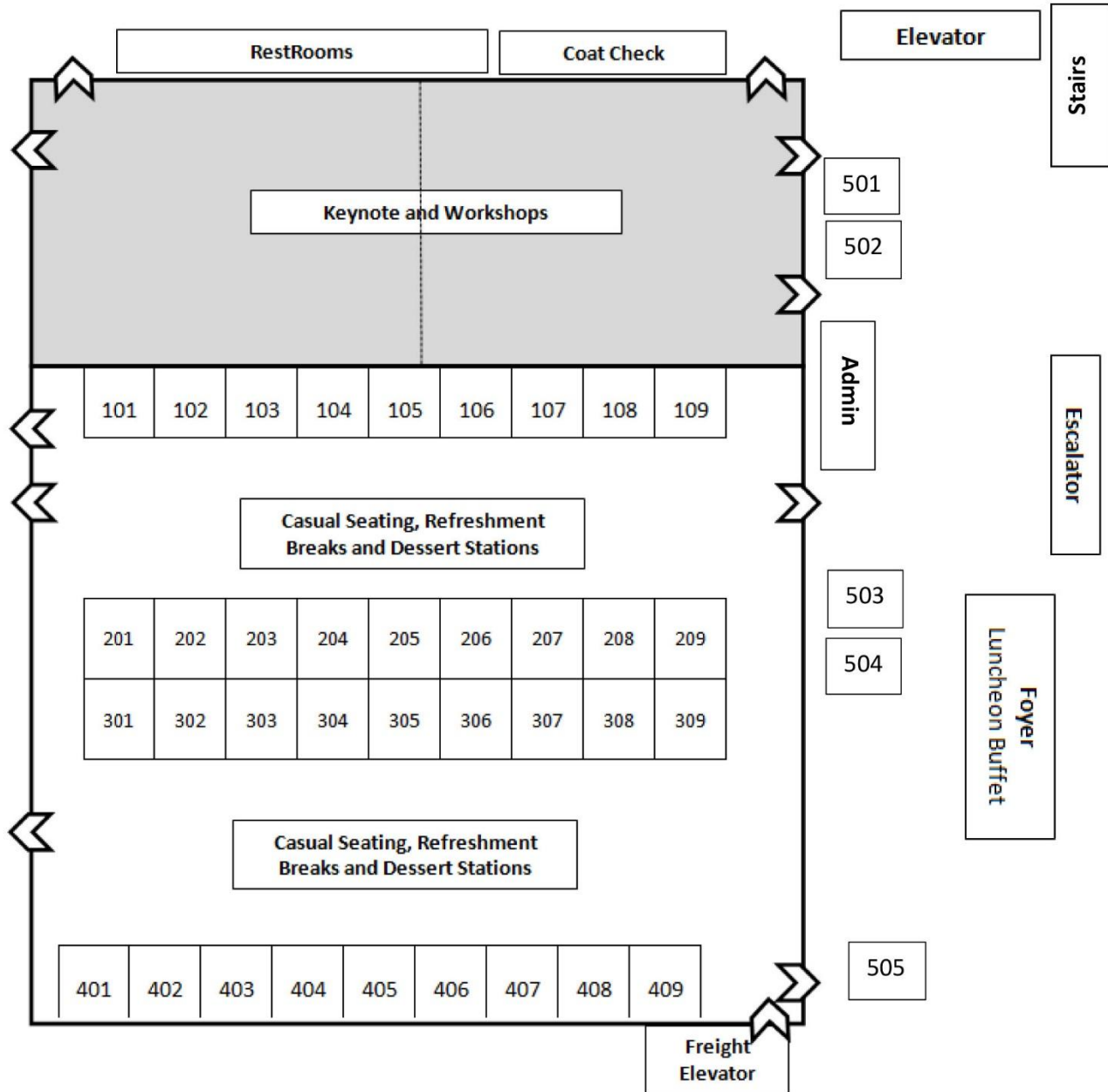
7:30 – 8:30 am	Delegate Registration and Breakfast
8:30 – 10:00 am	Keynote Presentation
10:00 – 10:30 am	Refreshment Break with Exhibitors
10:30 – 12:00 pm	Presentations
12:00 – 1:30 pm	Luncheon and Exhibits
1:30 – 3:00 pm	Presentations
3:00 – 3:30 pm	Draws and Refreshment Break with Exhibitors
3:30 – 4:30 pm	Exhibitors Dismantle (NOTE: MUST BE REMOVED BY 4:30 PM)
3:30 – 5:00 pm	Workshops
5:00 pm	Conference Ends

Reserve Your Space Today & Register online:

[CLICK HERE](#)

## Exhibit Floor Plan

LOCATION: Conference Centre – Conference Centre Room III, IV and V



**Electrical Only Available in Rows**

**100, 400 & 500 (surcharge applies)**

10 X10 Booth – pipe and drape, 6 foot draped table and 2 chairs provided