



TO: NYMGMA VENDOR MEMBERS

FROM: Joan Hayner, CPA, CMPE  
President, NYMGMA  
Debbie Goldman  
Executive Director, NYMGMA

RE: 2010 NYMGMA ANNUAL MEETING-EXHIBITOR INFO

DATE: March 19, 2010

We are looking forward to the NYMGMA ANNUAL MEETING in Saratoga Springs, NY, which will be held June 29th – July 1st at the Saratoga Springs Hilton. This year's conference theme is *Creative Leadership in a World of Accelerating Change*. We have an exceptional line up of speakers and we are expecting a great turnout! The exhibit area will open on the evening of June 29th with a special reception with the vendors and will remain open through the morning of July 1st. We expect that the thirty-eight available exhibit booths will fill up quickly, so please let us know as soon as possible if you would like to secure a booth. To reserve a booth, complete the exhibitor registration form and fax it to the NYMGMA office at (631) 864-8397. Gold members are guaranteed a booth if their reservation is received by April 2nd. Other reservations will be accepted on a first come-first serve basis. If you have any questions, please call Debbie Goldman in the NYMGMA office at (631) 864-1960. Once you register for booth space you will receive a confirmation and additional details about set up, etc. The hotel reservation form will be available in early April.

In addition to exhibiting at the conference, there are a number of opportunities for special sponsorships that will get your company's name in front of the conference attendees in a very positive manner. Along with our traditional sponsorships of speakers, receptions, meals and breaks, there are a number of innovative items including Hotel Room Keycards, Conference Bags and Stadium Blankets., Attached you will find a detailed list of all the possibilities and associated costs. If you are interested in any of these sponsorships please contact Debbie in the NYMGMA office. Sponsors that commit by March 29th, will be highlighted in the conference brochure. If you are not able to attend the meeting you may want to consider one of these sponsorship opportunities. If you select any of the available options, we will work with you to identify your company as the sponsor and offer you the opportunity to personally welcome the members to that session/event, and describe the services that your company offers.

Again, please call at (631) 864-1960 for additional info or to secure a sponsorship.

*PRESIDENT*  
Joan R. Hayner, CPA, CMPE

*PRESIDENT-ELECT*  
Albert Campagna

*SECRETARY*  
Shawn M. Frier, CPA

*TREASURER*  
Cher Zmitrowitz

*PAST PRESIDENT*  
Edward J. Enos, MS, RPh, CMPE

30 Jericho Turnpike, #170  
Commack, NY 11725  
631-864-1960  
Fax: 631-864-8397  
www.nymgma.com



**NYMGMA EXHIBITOR REGISTRATION**

***“Creative Leadership in a World of Accelerating Change”***

**Saratoga Springs Hilton  
Saratoga, New York  
June 29 - July 1, 2010**

Company Name \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-Mail \_\_\_\_\_

Representative(s) attending conference

Name	Title	email address	Phone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____	_____	_____	_____
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_____	_____	_____	_____
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We are a ( ) Gold\* ( ) Silver ( ) Bronze Level Sponsor member of NYMGMA  
(see back of page for descriptions of the 3 levels of membership) and plan to exhibit at the program:

( ) We are not yet members, but are paying sponsor-member dues of \$\_\_\_\_\_ for this program.  
**(You must be a NYMGMA sponsor member to exhibit)**

Booth Fee\*: (gold members) \$ 975.00 Includes three representatives

Booth Fee\*: (silver or bronze) \$ 1,175.00 Includes two representatives for silver, one for bronze members

Additional reps at \$250.00 \$\_\_\_\_\_

Membership dues \$\_\_\_\_\_ (if applicable) Gold - \$900, Silver - \$600, Bronze - \$300

**Total for Annual Program \$\_\_\_\_\_ (all fees must be received by April 30, 2010)**

Special Requests for Exhibit Space if applicable : \_\_\_\_\_

Upon registration you will receive an exhibitor package from Clifton Park Rentals which will include forms to order furniture, custom signs/banners, labor drayage and electrical distribution. All booths are 6’ wide x 8’ deep and include 8’ high back drape and 3’ high side drape, one skirted table, two chairs and one company ID sign.

**Space is limited. \*Gold members are guaranteed availability if registration and payment is received by April 2nd, 2010. All other registrations will be taken on a first come, first served basis! To secure a spot, register by fax (631) 864-8397, mail, or call the NYMGMA office at 631-864-1960.**

Membership in the national MGMA is separate from the New York MGMA. You must be a member of the NYMGMA to exhibit.

**(over for payment information)**

**PLEASE FORWARD CHECK TO:**

NEW YORK MGMA, 30 JERICHO TURNPIKE, #170, COMMACK, NY 11725 (or register on-line at [www.nymgma.com](http://www.nymgma.com))

Questions: Call the NYMGMA Office at (631) 864-1960, Fax (631) 864-8397 or [dgoldman@nymgma.com](mailto:dgoldman@nymgma.com)

**TOTAL ENCLOSED:** \_\_\_\_\_

Or Pay by credit card

**Master Card                      Visa                      AMEX (circle one)**

\_\_\_\_\_ **Card #**

\_\_\_\_\_/\_\_\_\_\_  
**Exp. Date**

\_\_\_\_\_  
**CVV2 code**

\_\_\_\_\_  
**Billing zip code**

\_\_\_\_\_  
**Signature**

### **2010 NYMGMA SPONSOR LEVELS**

<b>FEE</b>	<b>2010 SPONSOR LEVEL BENEFITS</b>
\$900/yr	<p><b>GOLD</b></p> <ul style="list-style-type: none"><li>• Listed in and have access to our on-line membership directory</li><li>• Opportunity to exhibit in a prime location at our annual State conference and at three anticipated regional state events</li><li>• Ability to send one representative to each State and Regional Conference at no charge. (Booth space will be purchased separately and additional representatives will need to pay the conference fee)</li><li>• Have the ability to purchase advertising space in the newsletter</li><li>• Be listed on the Gold member page of our website <a href="http://www.nymgma.com">www.nymgma.com</a>, including a direct link to your designated vendor site (including graphics and an email option from that page, subject to review by our web master)</li><li>• Have a 25 word description of your company's services listed on the vendor page of the website along with your listing</li></ul>
\$600/yr	<p><b>SILVER</b></p> <ul style="list-style-type: none"><li>• Listed in and have access to of our on-line membership directory</li><li>• Opportunity to exhibit at our annual State conference and at three anticipated regional state events (if space permits)</li><li>• Ability to send on representative to each State and Regional Conference at no charge (Booth space will be purchased separately and additional representatives will need to pay the conference fee)</li><li>• Have the ability to purchase advertising space in the newsletter</li><li>• Have your organization listed on the web site (contact name, phone number, and email)</li></ul>
\$300/yr	<p><b>BRONZE</b></p> <ul style="list-style-type: none"><li>• Listed in and have access to our on-line membership directory</li><li>• Opportunity to exhibit at our annual State conference (if space permits)</li><li>• Have the ability to purchase advertising space in the newsletter</li><li>• Have your organization listed on the web site (contact name, phone number, and email)</li></ul>



**NYMGMA**  
**2010 Annual Conference**  
Vendor Agreement

**Rules and Regulations**

**1. Hours/Booth Dismantling**

(a) Hours. The exhibit area will be open during each day of the Annual Conference. NYMGMA shall, in its sole discretion, determine the specific hours that the exhibit area will be open during each day. ***The exhibit must be staffed by the Exhibitor during each day of the Annual Conference for the scheduled hours that the exhibit area is open.***

(b) Installation of Exhibit. Installation of the exhibit shall occur on between 1:00 pm and 3:00 pm on Tuesday, June 29th.

(c) Dismantling of Exhibit. No exhibit shall be packed, removed, dismantled or in the process of being removed before the exhibit area closes without written permission from NYMGMA. If Exhibitor engages in such activity, in addition to exercising any other available remedies, NYMGMA may exclude Exhibitor from participating at any future NYMGMA Annual Conference or Affiliate Conference.

General Information:

Exhibitors may not dismantle booths before 11:00 a.m., Thursday, July 1st

Please sign below stating that you agree to these terms:

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

# 2010 NYMGMA Annual Meeting

## Creative Leadership in a World of Accelerating Change.



**June 29 - July 1, 2010**

Saratoga Springs Hilton, Saratoga Springs, New York

### Sponsorships Available

A variety of sponsorship opportunities are available for the NYMGMA Annual Meeting. Select from the list below or if you want to get creative, give us a call to discuss other opportunities! Please check which sponsorship opportunities you would like. Please note: Sponsorships are available on a first-come, first-serve basis. A completed registration form and full payment is required to confirm a NYMGMA Annual Meeting sponsorship. **Sign up deadline is May 31st.** Please see attachment for description of each sponsorship.

Events	Date	Cost	Events	Date	Cost
<input checked="" type="checkbox"/> Pre-conference sponsor 1 <b>SOLD OUT</b>	6/29	\$5,000	<input type="checkbox"/> Continental Breakfast	7/1	\$ 500
<input checked="" type="checkbox"/> Pre-conference sponsor 2 <b>SOLD OUT</b>	6/29	\$5,000	<input type="checkbox"/> Keynote Speaker 5- Jim Snack	7/1	\$1,750
<input type="checkbox"/> Opening Reception	6/29	\$2,500	<input type="checkbox"/> Morning Break	7/1	\$500
<input type="checkbox"/> ACMPE Breakfast	6/30	\$ 750	<input type="checkbox"/> Box Lunches	7/1	\$1000
<input type="checkbox"/> Continental Breakfast	6/30	\$ 500			
<input type="checkbox"/> Keynote Speaker 1-Jody Urquhart	6/30	\$1,750	<b>Additional Items</b>		
<input type="checkbox"/> Morning Break	6/30	\$ 500	<input type="checkbox"/> Hotel Key Cards		\$2,000
<input type="checkbox"/> Keynote Speaker 2-Allison Brown	6/30	\$1,750	<input type="checkbox"/> Name Badges		\$1,000
<input type="checkbox"/> NYMGMA Business Lunch	6/30	\$1,500	<input type="checkbox"/> Conference Bags		\$2,000
<input type="checkbox"/> Keynote Speaker 3-Robert A. Shutt	6/30	\$1,750	<input type="checkbox"/> Stadium Blankets		\$2,500
<input type="checkbox"/> Afternoon Break	6/30	\$ 500	<input type="checkbox"/> Other Giveaways		<i>Give us your idea!</i>
<input type="checkbox"/> Keynote Speaker 4-Jerry Bridge	6/30	\$1,750			
<input type="checkbox"/> Networking Reception	6/30	\$2,500			
<input type="checkbox"/> Net Reception Entertainment	6/30	\$1,000			
			<b>Total Amount \$</b>	_____	

### Sponsorship Registration Form

Name \_\_\_\_\_

Group/Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail (required) \_\_\_\_\_

### Payment Information

Check Enclosed. Please make check payable to NYMGMA

Please charge my:     VISA     MasterCard     American Express

Card No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

CID number on front of card (AMEX) \_\_\_\_\_ Last 3 digits from number on back of card (VISA/MC) \_\_\_\_\_

Print Cardholder Name \_\_\_\_\_

Cardholder Billing Address \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

***Gain invaluable exposure at the 2010 Annual Meeting as an event sponsor.  
These are first come, first serve opportunities!***

**Pre-conference sponsor**

Be a premier sponsor at the June 29th Pre-conference. Only 2 opportunities available!

**Opening Reception**

The first social event of the conference, where all conference attendees and exhibitors come together to relax, network, and enjoy a full evening of great food and good company. This event will take place in the exhibit hall.

**ACMPE Breakfast**

A great opportunity to support the conference attendees who are interested in learning more about advancement in the American College of Medical Practice Executives (ACMPE)

**Continental Breakfast**

Be the first thing on the conference attendees' mind as they fuel up each morning. Only 2 opportunities available!

**Keynote Speakers**

Jody Urquhart - *This Would be Funny... if it wasn't Happening to Me*

Allison Brown - *Legislative Update*

Robert A. Shutt - *Business Etiquette*

Jerry Bridge - *Crazy Busy? Going Beyond Time Management*

Jim Snack - *The Magic of Change*

**Breaks (morning or afternoon)**

Help rejuvenate the conference attendees during these breaks that will be held in the exhibit area.

**NYMGMA Business Lunch**

Lunch on June 30th will be for all conference attendees and will be when NYMGMA business will take place, including the election of the 2010-2021 officers.

**Networking Reception**

Our second social event of the conference, to be held at The Parting Glass, a local Irish Pub within walking distance from the hotel. This is a great opportunity to stand out as the conference attendees relax and network.

**Reception Entertainment**

Be well remembered when you sponsor the entertainment for the evening. *(Call for more details.)*

**Hotel Key Cards**

Put your company logo on the room keys and directly into the attendees' hands. Hotel guests look at their keycard an average of 10 times each day!

**Conference Bags**

See you company highlighted on the 2010 conference bag. Help our attendees carry their conference material.

**Stadium Blankets**

A great giveaway! Have your company remembered while keeping registrants warm.

**Name Badges**

Gain maximum exposure and imprint your company logo on the conference name badges.

**Customize and Get Creative!**

Do you have an idea for a giveaway? Let us know. ***Get CREATIVE!***