LOCATION
San Diego Convention Center Exhibit Hall BC

SCHEDULE
Thursday and Friday, April 27–28, 2023

INNOVATION THEATER 1
Morning Session: 10:15–11:00 a.m.
Lunch Session: 12:30–1:15 p.m.

INNOVATION THEATER 2
Morning Session: 10:15–11:00 a.m.
Lunch Session: 12:30–1:15 p.m.
Afternoon Session: 3:45–4:30 p.m.

INNOVATION THEATER 3
Morning Session: 10:15–11:00 a.m.
Lunch Session: 12:30–1:15 p.m.

FEES
AM/PM Session: $36,000
Lunch Session: $39,000

ATTENDEE BREAK SCHEDULE*
Sessions are strategically scheduled while attendees visit the Exhibit Hall floor during lunch and breaks. All Innovation Theater sessions must begin and end at the scheduled times, including optional Q&A discussions. ACP reserves the right to alter the theater times at its discretion.

Morning Break: 10:15–11:00 a.m.
Lunch Break: 12:00–1:30 p.m.
Afternoon Break: 3:45–4:30 p.m.

*Please note that morning (10:15 a.m.) and afternoon (3:45 p.m.) sessions coincide with the start of the break time and may result in a slight delay of attendance at the start of the program.

FOOD AND BEVERAGE
• ACP provides all attendees with complimentary break refreshments and lunches at food stations in the Exhibit Hall.
• Supporters are welcome to provide additional refreshments in the Innovation Theater at their own expense. Additional catering requests should be ordered through the Convention Center Catering.

AUDIOVISUAL EQUIPMENT
ACP will provide the standard AV equipment as outlined below. Additional AV equipment can be ordered through the official vendor, Freeman AV. Freeman AV contact information will be provided in your Innovation Theater Planning Guide.

• Speakers appropriate to theater size
• 1 Slide advance
• 1 Countdown clock
• 1 Lavaliere microphone
• 1 Handheld microphone for Q&A
• 1 LCD projector and stand
• 1 Laptop to run the presentation
• 1 Screen

Booth Requirement
All Innovation Theater supporters must have a minimum exhibit space of 100 square feet in order to secure a session. Since only fully paid contracted Exhibitors are eligible for participation in the theater, cancellation of exhibit space automatically results in cancellation of an Exhibitor’s theater slot(s).
ALSO INCLUDED
- Podium and electrical drop
- 2 Easels
- Classroom seating for 150 attendees
- 2 Lead retrieval units. Leads are e-mailed to the 
  primary contact within 2-3 weeks post show.
- Complimentary registrant mailing list for preshow 
  mailer
- Session title and time listed on onsite signage at 
  Convention Center
- Session information included on the official Internal 
  Medicine Meeting Web site and Onsite Industry 
  Guide

EXHIBIT HALL BADGE
For security purposes, staff, attendees, and speakers must 
display a badge issued by ACP. This badge will permit 
access to the Exhibit Hall. Please register your staff and 
speakers for their badge(s) via online badge registration 
or at Exhibitor Registration.

NO IMPLIED ENDORSEMENT
Innovation Theaters are considered unofficial programs 
(not supported by ACP). Therefore, there can be no impli-
cation in any promotional materials or mailers, or during 
these events, that sessions are connected with Internal 
Medicine Meeting 2023, are presented in cooperation 
with ACP, or are endorsed by ACP. There is just one ex-
ception to this rule, which is included in the “Preregistrant 
List” section. Otherwise, the use of “Internal Medicine 
Meeting 2023” is strictly prohibited unless it is written 
in the required disclaimer statement on all promotional 
pieces: “This session is not a part of the official Internal 
Medicine Meeting 2023 Education Program and does 
not offer CME credit.” The use of the ACP name, logo, or 
seal is strictly prohibited from all promotional materials. 
Faculty should be informed of these restrictions.

Preregistrant List
Mailer must comply with policies as outlined in the 
Registrant List Use Agreement, Policies, and Order Form.
- Preregistrant mailers are the only promotional 
  materials in which a phrase such as “presented 
during Internal Medicine Meeting 2023” is allowed.
- The preregistrant mailer must include the following 
  statement: “This session is not a part of the official 
Internal Medicine Meeting 2023 Education Program 
and does not offer CME credit.”

Session Materials
The supporter will be responsible for the printing and 
shipping of any session materials.

Signage
ACP offers an onsite schedule listing outside the theater 
entrance. Supporters are STRONGLY encouraged to 
create two (2) 28” x 44” signs for display. These signs 
may be placed on easels outside the theater. If desired, 
you may also create an additional sign to display in your 
exhibit booth. The supporter is responsible for printing 
and shipping signage. Shipping labels can be found in 
The Exhibitor Service Manual. Signs may not be placed 
in other venues, other areas of the Convention Center, 
buses, taxicabs, etc. Signs must follow our “No Implied 
Endorsement” policy above.

Cancellation Policy
In the event your company chooses to withdraw your 
reserved Innovation Theater session, a refund will be pro-
vided only when the following conditions are met in full:
- The entire Innovation Theater schedule is sold out 
  AND
- ACP is able to resell your time slot

Installation & Dismantling
Innovation Theater supporters will have access to the 
theater one hour before their assigned session time. 
Supporters and their speaker(s) are allowed to “prep” 
during this time. After the presentation, supporters must 
remove all literature, materials, handouts, etc., from the 
theater within 15 minutes after the slotted time.

Registration
Seats are available on a first-come, first-served basis for 
Internal Medicine Meeting attendees. Minimum atten-
dance numbers cannot be guaranteed by ACP.

Looking for ways to 
promote your session?
Visit
Advertising & 
Sponsorship 
Opportunities
Distribution of Literature

The distribution of literature, including invitations, is to be confined to the supporter’s assigned exhibit space in the Convention Center. Any other form of distribution (including from the hotel or Convention Center) is not permitted. Under no circumstances may promotional materials be distributed to attendees in the aisles or at any area of the Convention Center or Exhibit Hall.

STAFFING

ACP will provide logistical support onsite. Supporter is responsible for staffing the entrance to your session to welcome attendees. Temps will be provided to collect leads before the start of your session.

DISCLAIMER

ACP is not responsible for unsatisfactory outcomes.

INDEMNITY

The supporting company and organizer of the session (if applicable) agree to indemnify and hold ACP harmless from any claims or damages to persons or property that arise from the Innovation Theater session and to add ACP as an additional insured on its liability insurance for the Innovation Theater.