



# Phoenix World Burn Congress

## Sponsorship and Exhibitor Packet

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October 4-7, 2023  
National Harbor, Maryland



# Phoenix Society for Burn Survivors Reimagines World Burn Congress

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## About the Event

Phoenix World Burn Congress (WBC) began in 1985, developed by burn survivors, for burn survivors, to identify and understand the issues that impact the daily lives of those associated with burn trauma. The event is hosted by Phoenix Society for Burn Survivors, the leading national nonprofit supporting burn survivors. This event is the world's largest gathering of burn survivors, their families, burn care professionals, and the fire service industry.

This **life-changing biennial event** connects attendees with support resources, educational programming, workshops, and, most importantly, each other. It is through these shared experiences that healing begins, because we have learned that nothing heals survivors like connection with other survivors.

Since its inception, the event was held in more than 20 different locations before being changed to a virtual format in 2020 due to the COVID-19 pandemic (the event has not been held in-person since that time).

## EVENT DETAILS

- October 4-7, 2023
- National Harbor, Maryland

## BY THE NUMBERS

- 900 expected participants
- Event audiences:
  - Burn survivors & families
  - Burn care professionals: doctors, nurses, and Firefighters
- 100 organizations invested in burn care come together

## CONFERENCE HOTEL

Gaylord National Resort & Convention Center  
201 Waterfront Street, National Harbor, Maryland, USA, 20745

[Book Now](#)

For many burn survivors, Phoenix WBC is their first opportunity to connect with others on the journey of burn recovery. We bring hope and healing to survivors and loved ones—anytime, anywhere.

## **A Reimagined Phoenix World Burn Congress**

In 2020, Phoenix Society for Burn Survivors surveyed the community to understand the most important elements of Phoenix WBC. Phoenix Society's survey of more than **500 respondents** found that burn survivors and families, healthcare providers, foundations, and corporate partners overwhelmingly prefer a four-day national event over any other option (e.g., national, regional, virtual). Survey results revealed that the primary motivators behind having a longer nationwide event are connecting with a broader group of survivors and building long-lasting relationships. In our findings, we also learned about the most important elements of our event to make the gathering both impactful and sustainable.

## **Sponsorships for Phoenix World Burn Congress**

Phoenix WBC sponsorships are a necessity to underwrite program costs for attendees. Sponsoring the event provides valuable support to the burn community while placing your organization front and center for an audience of medical professionals, survivors, and other industry leaders. Our sponsorship program is adaptable to meet the needs of your organization, and when you partner in our mission, we are happy to customize a sponsorship package that meets your goals and the needs of your organization.

The logo of the Phoenix Society for Burn Survivors is a light blue circular emblem with a stylized, swirling design inside, resembling a phoenix or a flame.

**Keeping  
registration  
fees low makes  
Phoenix World  
Burn Congress  
accessible to  
hundreds  
of people  
each year.**

To learn more about the event, visit our website at [worldburncongress.org](https://worldburncongress.org).

# OUR REACH



11 countries



80+ certified  
PhoenixSOAR hospitals  
out of 120 burn centers  
in the U.S. and Canada



40+ local burn and fire  
service organizations



20,000 Monthly  
Website sessions

**18k**

monthly  
newsletter  
subscribers

**2,500+**

active burn survivors  
in our network

**11,500+**

followers  
on social

**20,000+**

annual social  
interactions

**“You immediately  
feel like you have  
this family, that  
you never knew  
you had.”**

Rebekah Johnson,  
Phoenix WBC Attendee + Speaker



# Event Sponsorships

## Sponsorship Opportunities



# Phoenix Presenting Sponsor

**\$200,000**

Phoenix Society offers the opportunity for one sponsor to be the exclusive supporter and co-presenter of the Phoenix World Burn Congress event. Your support as a Presenting Sponsor places you center-stage at this major event of innovation, community, and healing for burn survivors.

- Opportunity for naming of 2023 Phoenix World Burn Congress Presented By: NAME
- Presentation of keynote speaker at mainstage event
- (12) Complimentary event registrations
- (1) Complimentary exhibit booth
- Introduction of speaker during mainstage event
- (1) Sponsored email to Phoenix Society email distribution list
- On-stage recognition in main auditorium
- Company logo printed on swag bags
- Company branded swag item or product sample in attendee swag bag
- Invitation to the annual donor reception
- Company logo printed on conference program, half page provided

- Company recognition in marketing materials
- Company logo and link on event website
- Company logo on sponsor signage and on-screen scrolling during breaks
- Logo included on vendor passport for Wellness & Vendor Fair
- Customized learning session open to all event attendees
- Customizable naming opportunity of choice from any of the opportunities available in below sponsorships
- Customizable sponsorship package with exclusive opportunities



# Phoenix Diamond

**\$100,000**

- (8) Complimentary event registrations
- (1) Complimentary exhibit booth
- Introduction of speaker during mainstage event
- (1) Sponsored email to Phoenix Society email distribution list
- On-stage recognition in main auditorium
- Company branded swag item or product sample in attendee swag bag
- Invitation to the annual donor reception
- Company logo printed on conference program
- Company recognition in marketing materials
- Company logo and link on event website
- Company logo on sponsor signage and on-screen scrolling during breaks
- Logo included on vendor passport for Wellness & Vendor Fair
- Customizable naming opportunity for (1) keynote address, kick-off reception, community closing celebration, or event attendee T-shirts
- Customizable sponsorship package with exclusive opportunities

# Phoenix Luminary

**\$50,000**

- (5) Complimentary event registrations
- (1) Complimentary exhibit booth
- Introduction of speaker during learning session
- Invitation to the annual donor reception
- Company logo printed on conference program
- Company recognition in marketing materials
- Company logo and link on event website
- Company logo on sponsor signage and on-screen scrolling during breaks
- Logo included on vendor passport for Wellness & Vendor Fair
- Customizable naming opportunity for (1) first-time attendee gathering, open mic, talent show, Wellness & Vendor Fair, walk of solidarity, or volunteer T-shirts





## Phoenix Visionary

**\$25,000**

- (3) Complimentary event registrations
- Invitation to the annual donor reception
- Company logo printed on conference program
- Company logo on sponsor signage and on-screen scrolling during breaks
- Company recognition in marketing materials
- Company logo and link on event website
- Logo included on vendor passport for Wellness & Vendor Fair
- Customizable naming opportunity for (1) learning session, attendee lanyards, support groups, lunch or breakfast, registration or information table, or on-demand sessions

## Phoenix Innovator

**\$10,000**

- (2) Complimentary event registrations
- Invitation to the annual donor reception
- Company name on sponsor signage and on-screen scrolling during breaks
- Company logo and link on event website
- Logo included on vendor passport for Wellness & Vendor Fair
- Customizable naming opportunity for (1) coffee break, meet-up, or water station



## Phoenix Influencer

**\$5,000**

- (2) Complimentary event registrations
- Company name on sponsor signage and on-screen scrolling during breaks
- Company logo and link on event website
- Name printed in select attendee materials

## Booth Exhibitor

**\$2,500** | \$2,750 for those selling products in the exhibit space

- (1) Complimentary exhibit booth
- (2) Complimentary event registrations
- Logo included on vendor passport for Wellness & Vendor Fair
- Name printed in select attendee materials
- Name and website link featured on Phoenix Society's website

**For many burn survivors, Phoenix WBC is their first opportunity to connect with others on the journey of burn recovery.**



# Sponsorship Comparison Chart

| Sponsorship Benefits  | \$200k                           | \$100k                 | \$50k                         | \$25k | \$10k     | \$5k      | \$2.5k    |
|---|----------------------------------|------------------------|-------------------------------|-------|-----------|-----------|-----------|
| Naming opportunity for PWBC Presented by: NAME                                  | ●                                |                        |                               |       |           |           |           |
| Present keynote speaker at mainstage event                                      | ●                                |                        |                               |       |           |           |           |
| Customized learning session for event attendees                                 | ●                                |                        |                               |       |           |           |           |
| 1/2 page in conference program  | ●                                |                        |                               |       |           |           |           |
| Company on swag bags  | ●                                |                        |                               |       |           |           |           |
| Branded swag item or product in bags  | ●                                | ●                      |                               |       |           |           |           |
| Customizable sponsorship package with exclusive opportunities                   | ●                                | ●                      |                               |       |           |           |           |
| On-stage recognition in main auditorium   | ●                                | ●                      |                               |       |           |           |           |
| Sponsor email to Phoenix Society audience                                       | ●                                | ●                      |                               |       |           |           |           |
| Speaker Presentation Opportunity  | Keynote & Mainstage Presentation | Mainstage Presentation | Learning Session Presentation |       |           |           |           |
| Complimentary exhibit booth   | ●                                | ●                      | ●                             |       |           |           | ●         |
| Recognition in marketing materials  | ●                                | ●                      | ●                             | ●     |           |           |           |
| Company logo in conference program  | ●                                | ●                      | ●                             | ●     |           |           |           |
| Company logo on sponsorship signage & on-screen scrolling                       | ●                                | ●                      | ●                             | ●     | NAME ONLY | NAME ONLY |           |
| Invitation to Donor Reception   | ●                                | ●                      | ●                             | ●     | ●         |           |           |
| Company logo and link on event website  | ●                                | ●                      | ●                             | ●     | ●         | ●         | NAME ONLY |
| Complimentary registrations   | 12                               | 8                      | 5                             | 3     | 2         | 2         | 2         |
| Logo included on vendor passport for Wellness & Vendor Fair                     | ●                                | ●                      | ●                             | ●     | ●         | ●         | ●         |
| Exclusive recognition choice from one of the lists in the sidebar to the right* | ALL                              | A                      | B                             | C     | D         | N/A       | N/A       |

\*A

- Keynote Address
- Kick-Off Reception
- Community Closing Celebration
- Event Attendee T-Shirts

B

- First Time Attendee Gathering
- Open Mic (2)
- Talent Show

C

- Wellness & Vendor Fair
- Walk for Solidarity (NFPA)
- Volunteer T-Shirts

D

- Learning Session (8)
- Attendee Lanyards (Smith & Nephew)
- Support Groups (6)
- Lunch or Breakfast

E

- Registration/Information Table
- On-Demand Sessions

F

- Coffee Break
- Meet-Ups
- Water

# PARTNERSHIP FORM



## CONTACT INFORMATION

NAME:

PHONE:

EMAIL:

COMPANY NAME:

WEBSITE URL:

ADDRESS:

CITY:

STATE:

ZIP:

## PARTNERSHIP LEVEL

- ☐ PRESENTING (\$200,000)
- ☐ DIAMOND (\$100,000)
- ☐ LUMINARY (\$50,000)
- ☐ VISIONARY (\$25,000)
- ☐ INNOVATOR (\$10,000)
- ☐ INFLUENCER (\$5,000)
- ☐ PWBC EXHIBITOR (\$2,500)
- ☐ OTHER DONATION

## EXHIBITOR CONTACT INFORMATION

*Applicable for Presenting, Diamond, Luminary or Exhibitor Levels Only*

NAME:

PHONE:

CAN WE TEXT  
THIS NUMBER?

☐ YES ☐ NO

EMAIL:

## AMOUNT DUE

PARTNERSHIP

\$

DONATION

\$

**TOTAL DUE**

\$

## PAYMENT SELECTION

☐ CHECK (MADE PAYABLE TO PHOENIX SOCIETY, INC) ☐ INVOICE ☐ CREDIT CARD

NAME ON CARD

CARD NUMBER

EXPIRATION

/

CARD TYPE

☐ VISA

☐ AMEX

☐ MASTERCARD

Partner Agreement: To secure your partnership level, a 50% deposit of the amount must be received by Phoenix Society along with this completed form. Final payments must be received by August 1, 2023. Due to the nature of the benefits received, cancellations are not accepted.

SIGNATURE

DATE

QUESTIONS? Contact us at 800.888.2876 or [development@phoenix-society.org](mailto:development@phoenix-society.org).

# Booth Exhibitor Details & Guidelines

## **EXHIBITOR CHECK-IN/LOAD-IN**

Wednesday, October 4, 2023 | 11 am - 4 pm EST

## **SHOW HOURS**

Thursday, October 5, 2023 | 11 am - 5 pm EST

Friday, October 6, 2023 | 9:30 am - 3:30 pm EST

- Lunch will be served in the exhibitor space at 1:30 pm

## **EXHIBITOR LOAD-OUT**

Friday, October 6, 2023 | 4 - 7 pm EST



# Booth Exhibitor Details & Guidelines

## WHAT'S INCLUDED

- (1) Complimentary exhibit booth, which includes one 6ft rectangular table and two chairs
  - All other services/needs will be at the expense of the exhibitor and the exhibitor will need to coordinate with the appropriate Gaylord department.
- (2) Complimentary event registrations
- Logo included on vendor passport for Wellness & Vendor Fair
- Name printed in select attendee materials
- Name and website link featured on Phoenix Society's website

## BADGE POLICY

Admission to the conference will be by badge only. Exhibitor badges will be available for pick-up during registration hours and will be held under the onsite exhibitor's name. All exhibitor booth personnel, as well as meeting attendees, are required to wear their official Phoenix WBC badge. Each booth is entitled to (2) complimentary conference badges. Any additional company representatives planning to attend conference functions and social events (including meals) must register at the full conference rate.

## SECURITY

Exhibitors are strongly encouraged to remove all items of value after exhibit hours. Phoenix Society will have closed storage space available, if needed.

## EXHIBITOR CONDUCT

Phoenix Society for Burn Survivors will monitor all exhibits during the show schedule.

## DISTRIBUTION OF ADVERTISING MATERIALS

Canvassing any part of the exhibit hall or meeting rooms by anyone representing or connected with a non-exhibiting company is strictly forbidden. Anyone so doing will be escorted from the Phoenix World Burn Congress. Canvassing or distribution of advertising material by an exhibitor will not be permitted outside of the exhibitor's allotted booth space. Distribution of any literature throughout the hotel is only permitted with approval from the Phoenix Society for Burn Survivors. Exhibitors may not use Phoenix Society for Burn Survivors logos in connection with any product or advertising materials, without prior, documented permission.



# Booth Exhibitor Details & Guidelines

## AUDIO VISUAL EQUIPMENT

Open sound systems are not permitted. Sound “leakage” must not interfere with any other exhibitor. Phoenix Society for Burn Survivors requires compliance and reserves the right to take any necessary corrective action. No microphones/PA systems are to be used in booth space.

## DEMONSTRATIONS, INTERVIEWS, SUBLETTING

Demonstrations by exhibitors should contribute to the attendee’s knowledge in a professional way. Demonstrations and adequate space for interviews should be available within the confines of the individual exhibitor’s booth. No interference with normal traffic flow and infringement on neighboring exhibits is permitted. Subletting or sharing of exhibit space is not permitted unless it is within corporate divisions.

## PRODUCTS

Phoenix Society for Burn Survivors reserves the right to prohibit exhibition or advertisement of any product it deems unsuitable for the exposition. No Phoenix Society for Burn Survivors endorsement, express or implied, may be connected with any product exhibited or advertised. For example, words such as “our” and “we” or references to Phoenix Society are not permitted as part of your exhibit as they suggest a personal endorsement.

Phoenix Society reserves the right to prohibit any information or material displayed in violation. Only products which have been approved by the FDA or other appropriate governmental agency shall be exhibited or advertised, unless approval is pending and a notice to that effect is prominently displayed with the product, or unless the product does not require such approvals.

## GIVEAWAYS

Educational promotions, novelty gifts, or souvenirs must be submitted to the Phoenix Society for Burn Survivors for approval (written description acceptable). Requests must be submitted no later than September 4, 2023. Promotions not approved by Phoenix Society for Burn Survivors are not permitted. Exhibitors may not sell, serve, or dispense any food or beverage on the exhibit floor, unless authorized by Phoenix Society for Burn Survivors. Following are suggested items for distribution and are subject to approval: Calculators, calendars, candy (small pieces, individually wrapped), desk accessories, educational materials, key chains, luggage tags, note pads, pens or pen lights.

## SELLING IN THE EXHIBIT SPACE

Exhibitors may sell items, excluding food and beverage, on the exhibit floor. Those wishing to sell items, must submit their product list to Phoenix Society for Burn Survivors 15 days in advance of the conference. At all times, the Phoenix Society for Burn Survivors reserve the right to prohibit any product it deems unsuitable.

# Booth Exhibitor Details & Guidelines

## PHOENIX SOCIETY FOR BURN SURVIVORS RESTRICTIONS

Phoenix Society for Burn Survivors reserves the right to restrict exhibits which for any reason are objectionable, and also prohibit or evict any exhibit which may detract from the general character of the exposition. In the event of such restrictions or eviction, the Phoenix Society for Burn Survivors will not be liable for any refunds, rentals, or other exhibit expenses. The exhibition area is open to those whose products or services are directly related to the needs of the burn community. Phoenix Society for Burn Survivors reserves the right to reject applications for exhibit space from those companies whose products or services do not meet this criteria.

## SHIPPING, STORAGE, HANDLING

Please refer to your exhibitor information regarding shipping your items to Gaylord National Resort & Convention Center. Due to physical limitations in dock space and on-site storage facilities, storage of items before this date is not available.

## PROPERTY CARE

The exhibitor is not to affix, nail, or otherwise attach anything to walls, doors, floors, or columns except where a nailing strip is provided. If there are any special requirements in this respect, the exhibitor should call Gaylord National Resort & Convention Center.

## PUBLIC SAFETY

Each exhibitor is charged with the knowledge of all laws, ordinances, and regulations pertaining to health, fire prevention, and public safety while participating in this event. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. Refer to Gaylord National Resort & Convention Center policy on Helium-Filled Balloons. All bunting, draperies, or other fabrics must be fireproofed before use in the exhibit booth, with a certificate of fireproofing present in the exhibit booth during both installation and show hours. All inflammable materials and fluids are to be kept in safety containers. Open flames, butane gas, etc., are not permitted without permission of Phoenix Society for Burn Survivors, Gaylord National Resort & Convention Center, and PG County Fire Department. Only 3-prong, grounded extension cords will be permitted in the exhibit hall. No zip cords are allowed for electrical connections. Smoking in the exhibit hall is prohibited. Aisles must be kept completely clear and unobstructed. Fire exits, extinguishers, alarms, pull stations, and fire hose connections must be kept clear at all times. No hazardous display of any nature will be permitted. Special illumination, such as bare spotlights, must be indirect or adjusted so the beam does not offend neighboring exhibitors or guests. The use of neon signs, laser, strobe, or neon lights or flashing lights of any kind as "eye-catchers" are prohibited.

# Booth Exhibitor Details & Guidelines

## LIABILITY

The exhibitor agrees to protect, save, and hold the Phoenix Society for Burn Survivors, Gaylord National Resort & Convention Center, and all agents, volunteers, Board Members, and employees thereof (hereinafter collectively called Indemnities) forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitors or those holding under the exhibitor, and further, the exhibitor shall, at all times, protect, indemnify, save, and hold harmless the Indemnities against and from any and all losses, costs, damages, liability or expenses (including attorney's fees) arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees or business invitees, which arise from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises, the hotel or any part thereof. **Exhibitors must provide a certificate of insurance for \$1,000,000 of General Liability Coverage with Phoenix Society for Burn Survivors Inc. listed as additional insured.** Additional details will be emailed to you as requested and upon confirmation as an exhibitor.

## EXHIBITOR APPOINTED CONTRACTORS

Exhibitors may employ the service of independent contractors to install and dismantle their display, providing the exhibitor and the exhibitor appointed contractor comply with these requirements regarding exhibitor appointed contractors. The exhibitor shall provide evidence that the exhibitor-appointed contractor has a proper Certificate of Insurance with a minimum of \$1,000,000 liability coverage, including property damage, to Phoenix Society for Burn Survivors, Inc. at least 10 days before show opening.





# RULES & REGULATIONS FROM THE GAYLORD NATIONAL RESORT & CONVENTION CENTER

- A discounted rate is provided to exhibitors who order services in advance. Full payment must be received at Least Fourteen (14) days prior to the first day of show to qualify for the Advance Price. Payment is accepted through exhibit services in the form of VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER, DINERS CLUB and Money Order (U.S. funds drawn on U.S. banks only). Maryland State Sales Tax (6%) will be applied to all equipment & service orders. Checks and cash are not accepted.
- The hotel is not responsible for any injury, loss, or damage that may occur to the exhibitor, the exhibitor's agents, employees, or property, or the any other person or property prior, during, or subsequent to the period covered by the exhibit contract.
- In accordance with the Prince Georges County Fire department, no exhibit, display or drape will obstruct, impede or otherwise hinder access to fire strobes, fire speakers, fire department access cabinets or fire pulls.
- Credit will not be given for services ordered and not used. Cancellations must occur prior to the installation of services.
- Exhibits, displays, and equipment are to be brought into and taken from the Exhibit Hall via the loading dock only.
- Stick-on decals (except name tags) may not be distributed or used in the convention center.
- Holes may not be drilled or punched into any surface in the convention center.
- The painting of exhibits or signs is not allowed anywhere inside the convention center.
- Decorations, banners, signs, etc. are not to be affixed to any wall, door, window, column, ceiling, or any surface in the convention center.
- Static helium balloon displays are permitted in the convention center. Helium balloons may not be used as giveaways. Helium tanks must be removed daily. Storage of tank within the building is not permitted. Any balloons that end up in the ceiling area will be removed at \$25.00 per balloon with a \$100.00 minimum charge.
- Tape used on the floor of the exhibit must be low residue carpet tape and low residue safety tape. Accepted brand are Polyken 105C, Renfrew #147, and Asiachem SST-736 or approved equivalent. It is the responsibility of the Official contractor to remove ALL tape from the floor at the end of the event.

# RULES & REGULATIONS FROM THE GAYLORD NATIONAL RESORT & CONVENTION CENTER

- The hotel reserves the right to purchase, prepare and provide all food and beverage items provided in Exhibit Booths. For product(s) specific to a Company's trademark, those which are not procurable by Gaylord National, 2oz. sample sizes may be provided with approval from show management. A Certificate of Insurance naming Gaylord National additional insured as well as a food waiver are required prior to samples being distributed on the show floor.
- Cooking permits must be obtained before any cooking activity is permitted within the convention center. Certificates of Insurance are required naming Gaylord National as additionally insured. A signed Food Waiver will be required. A 3A40 B.C. fire extinguisher must be in the booth, within 30 feet of the each cooking device. Compliance with all Prince Georges County Health and Fire Department rules and regulations is required. Holding tanks for cooking residue (oils, grease, etc.) are required. Cleaning of equipment is not permitted in hotel restrooms. Clean-up arrangements must be coordinated in advance through show management.
- Permission to cook any food within the exhibit area must have prior approval by the Gaylord National Event Manager. The use of "Day tanks" bottled gas may be used in conjunction with an approved exhibit or display for cooking or demonstration purposes. Tanks must have a release valve and be removed from the convention center at the close of daily activities. Storage of tanks inside the building is prohibited.
- Gaylord National reserves the right to request the cease of food production/distribution in an exhibit booth without proper authorization and paperwork on file.
- Vehicles that are used as part of a display should have no more than a 1/4 tank of fuel or 10 gallons whichever is less. The tank must be taped shut or have a locking gas cap and the battery cables must be disconnected.
- Covered or multi-leveled booths over 300 sq. ft. are required to have an automatic extinguishing system or required fire watch personnel. A battery operated smoke detector will be required for each covered booth, structure or tent regardless of square footage. Engineered approved Scaled, stamped plans of the booth must be submitted to the Gaylord National. Cost of fire watch personnel is determined by Prince Georges County Fire and Rescue. Contact Exhibit Services for additional information.

# RULES & REGULATIONS FROM THE GAYLORD NATIONAL RESORT & CONVENTION CENTER

- Haze and/or smoke producing devices must use water-based fluids. The use of these devices must be approved in advance through Conference Services in conjunction with Prince Georges county Fire and Rescue Services.

**Freight Services:** Material Handling/Freight Deliveries including but not limited to, small package, overnight, LTL & van line carriers will not be accepted by Gaylord National Resort & Convention Center Exhibit Hall representatives prior to your event, during your event & after your event. Shipments during the event contract dates should be in the attention of the events Official Service Contractor. Those events without a service contractor should contact the business center at Gaylord National. Please call your Official Service Contractor with any shipping questions.

## **GUIDELINES FOR ALL CARPETED AREAS**

The following policy and procedure will be in effect for all areas of the hotel with existing carpet.

- Gaylord National does not provide cleaning supplies, vacuums, large waste receptacles, whales or janitorial services for the exhibit hall area unless it is included in the sales contract. Trash removal from the exhibit hall and/or ballroom is the responsibility of the decorating/production company. Any property damaged or destroyed must be replaced to its original condition.
- It is the responsibility of the decorating/production company to return exhibit hall and/or ballroom space to "Move-In Condition". All tape and tape residue as well as stains and debris must be removed. The decorating/production company is responsible for vacuuming the exhibit hall and/or ballroom prior to departure.
- Chalk marks or the use of chalk lines will be prohibited on any carpeted area for event layout.
- All carpeted areas must be covered with visqueen or Polytac before any decorating/production equipment or freight is brought into the space.
- Prior to installation, the exhibit hall staff must approve any tape applied to the hotel carpet. It is required that low tack tape is applied to the carpet and contractor's double-face tape be applied to the low tack tape.



## Welcome to Gaylord National Online Ordering

Gaylord National is excited to be hosting **Phoenix World Burn Congress 2023**

We're happy to provide access to on-line ordering for all of your facility needs (electric, internet, food/beverage), and we invite you to use our safe and secure online ordering web site to place your order.

To create an account or log in, click on the link below.

<https://gaylordnational.boomerecommerce.com>

### Discount Schedule

**Advance Price Beginning:**

1/26/2023

**Standard Price Applies:**

9/17/2023

**Exhibit Show Floor Manager:**

John Mathis

### Important Information Regarding Food & Beverage

Please note that per our contract agreement and for liability reasons, the hotel is the exclusive provider for all food and beverage. Absolutely NO outside food and/or beverages may be served from your booth during this upcoming event (this includes but is not limited to, logo bottled water or any type of pre-packaged food). If you wish to serve these items, you must request permission via e-mail in advance, and a corkage fee will apply if your items are approved. These requests can be sent to [gnexhibits@gaylordhotels.com](mailto:gnexhibits@gaylordhotels.com).

### Tax Exempt Exhibitors

If your organization is Tax Exempt in the state of Maryland, please create your account first and then contact us at [gnexhibits@gaylordhotels.com](mailto:gnexhibits@gaylordhotels.com). We'll need to receive a copy of your Maryland Tax Exempt Certificate before you can process your order.

**Please contact an Exhibitor Services Representative at (301) 965-3710 or [gnexhibits@gaylordhotels.com](mailto:gnexhibits@gaylordhotels.com) for any questions or additional assistance.**



# Gaylord National Exhibits Electrical Pricing

**\*FOR 2023 PRICING REFERENCE ONLY\***

| ADVANCE PRICE IS 2 WEEKS PRIOR TO THE MOVE-IN DATE  |   |              |        |                |                |
|---|---|--------------|--------|----------------|----------------|
| Electrical Packages   |   |              |        | Advanced Price | Standard Price |
| Package A   | 5 amp 120 volt with an Extension cord and a 6 outlet Multi-strip  |              |        | \$250.00       | \$320.00       |
| Package B   | 20 amp 120 volt with an Extension cord and a 6 outlet Multi-strip |              |        | \$350.00       | \$485.00       |
| Volts   | Max Watts   | Circuit Amps | Phase  | Advanced Price | Standard Price |
| EACH UNIT OF POWER COMES WITH ONE OUTLET  |   |              |        |                |                |
| 120   | 500   | 5            | Single | \$190.00       | \$270.00       |
| 120   | 2,000   | 20           | Single | \$300.00       | \$435.00       |
| 208   | 3,300   | 20           | Single | \$355.00       | \$455.00       |
| 208   | 5,700   | 20           | Three  | \$455.00       | \$645.00       |
| 208   | 5,000   | 30           | Single | \$460.00       | \$620.00       |
| 208   | 8,600   | 30           | Three  | \$625.00       | \$885.00       |
| 208   | 9,900   | 60           | Single | \$910.00       | \$1,295.00     |
| 208   | 17,000  | 60           | Three  | \$1,285.00     | \$1,850.00     |
| 208   | 20,800  | 100          | Single | \$1,545.00     | \$1,885.00     |
| 208   |   | 100          | Three  | \$2,060.00     | \$2,540.00     |
| 208   |   | 200          | Three  | \$3,710.00     | \$4,430.00     |
| 208   |   | 400          | Three  | \$5,635.00     | \$7,175.00     |
| 1 Outlet Extension-cord. RENTAL ONLY  |   |              |        |                | \$25.00        |
| 6 Outlet Multi-strip. RENTAL ONLY   |   |              |        |                | \$35.00        |
| Compressed Air: Hotel supplies 3/4",1/2",1/4" quick release female connection. 80-100 PSI 125 CFM                                 |   |              |        |                | \$410.00       |
| Water: Hotel supplies 1/2" male threaded connector. Exhibitor is responsible for bringing adaptors. ( Not available in Ballrooms) |   |              |        |                | \$440.00       |
| Drainage: Available depending on booth location. A pump may be required at an additional cost. ( Not available in Ballrooms)      |   |              |        |                | \$495.00       |
| One time fill and drain. Maximum of 300 gallons   |   |              |        |                | \$440.00       |
| Transformer Rental  |   |              |        |                | \$175.00       |
| Special orders Example: Overhead electrical, 24 hour service  |   |              |        |                |                |

**Note: There will be a 16% installation/removal fee and 6% Maryland State tax assessment on all orders.**

**\*\*THIS IS NOT AN ORDER FORM. PLEASE SEND ORDER SUBMISSION THROUGH BOOMER COMMERCE LINK ABOVE\*\***

# Gaylord National Exhibits Internet Pricing

**\*FOR PRICING REFERENCE ONLY\***

**ADVANCE PRICE IS 2 WEEKS PRIOR TO THE MOVE-IN DATE**

Please submit all orders via: <https://gaylordnational.boomerecommerce.com>

| Advanced Price is valid until (2) weeks prior to the move-in date   |               |               |
|---|---------------|---------------|
| High-Speed Wireless Access  | Advanced Rate | Standard Rate |
| First Device  | \$800.00      | \$1,100.00    |
| Additional Connection(s)  | \$250.00      | \$300.00      |
| High-Speed Wired Access   | Advanced Rate | Standard Rate |
| First Device  | \$1,300.00    | \$1,500.00    |
| Additional Connection(s)  | \$300.00      | \$350.00      |
| Please note: any customer switch or access point attached to these lines that has not been pre-approved will result in service cancellation |               |               |
| Dedicated Internet Access –<br>Dedicated Private VLAN   | Advanced Rate | Standard Rate |
| 1.5 Mb/sec  | \$2,500.00    | \$3,900.00    |
| 3.0 Mb/sec  | \$5,000.00    | \$6,500.00    |
| 6.0 Mb/sec  | \$10,000.00   | \$11,000.00   |
| Static Public IP<br>(requires dedicated selection)  | \$350.00      | \$400.00      |
| Telecommunications Services   | Advanced Rate | Standard Rate |
| DID telephone line  | \$325.00      | \$350.00      |
| Speakerphone  | \$250.00      | \$350.00      |
| Standard Desk Telephone   | \$100.00      | \$150.00      |
| Labor   | Advanced Rate | Standard Rate |
| Troubleshooting/Move/Change   | \$100.00      | \$150.00      |

**Note: There will be a 25% service charge and 6% Maryland State tax assessment on all orders**

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# Gaylord National Exhibits Food & Beverage Pricing

**\*FOR PRICING REFERENCE ONLY\***

| ITEMS   | COST      | UofM    |
|---|-----------|---------|
| Freshly Brewed Regular Coffee   | \$ 135.00 | gal     |
| Freshly Brewed Decaffeinated Coffee                                     | \$ 135.00 | gal     |
| White Lion Tea Selection  | \$ 135.00 | gal     |
| Assorted Pepsi Soft Drinks  | \$ 8.40   | each    |
| Still Bottled Waters  | \$ 8.40   | each    |
| Case of 24 Still Bottled Water  | \$ 192.00 | each    |
| House Made Pop Tarts  | \$ 78.00  | dzn     |
| Cake Pops   | \$ 77.00  | dzn     |
| Cheesecake Pops   | \$ 77.00  | dzn     |
| Warm Cinnamon Buns  | \$ 78.00  | dzn     |
| Brownies & Bars   | \$ 75.00  | dzn     |
| Freshly Baked Cookies   | \$ 77.00  | dzn     |
| Assorted Mini Cupcakes  | \$ 73.00  | dzn     |
| Ice Cream Bars  | \$ 9.00   | each    |
| Warm Soft Pretzels + Grain Mustard                                      | \$ 87.00  | dzn     |
| Chips + Pretzels + Popcorn Bags   | \$ 7.50   | per bag |
| Popcorn Cart* (each bag pops approx. 100 bags)* Attendant required**    | \$ 500.00 | per bag |
| Candy Jar Display (approx. 100 portions)                                | \$ 600.00 | each    |
| Bagels + Cream Cheese   | \$ 78.00  | dzn     |
| Muffins: Blueberry + Cranberry + Oat                                    | \$ 78.00  | dzn     |
| Tea Sandwiches (3 doz min order)  | \$ 110.00 | doz     |
| ITEMS   | COST      | UofM    |
| Domestic & Import Beer  | \$ 12.00  | drink   |
| Craft Beer  | \$ 13.00  | drink   |
| Deluxe Cocktails  | \$ 18.00  | drink   |
| Deluxe Wine - White   | \$ 15.00  | drink   |
| Deluxe Wine - Red   | \$ 15.00  | drink   |
| ITEMS   | COST      | UofM    |
| *Attendant / Bartender (first 2 hours)                                  | \$ 250.00 | each    |
| Attendant / Bartender (additional for each hour or fraction thereafter) | \$ 75.00  | each    |
| (Ask your Catering Representative When this is Required)                |           |         |
| ITEMS   | COST      | UofM    |
| Delivery Fee(s)   | \$ 50.00  | each    |

**\*\*Please be aware there may be charges and fees associated with your order. To place your order, please visit**

**<https://gaylordnational.boomerecommerce.com>**

**For additional questions please email [gnexhibits@gaylordhotels.com](mailto:gnexhibits@gaylordhotels.com) or call 301-965-3710\*\***

**\*\*THIS IS NOT AN ORDER FORM. PLEASE SEND ORDER SUBMISSION THROUGH BOOMER COMMERCE LINK**

**ABOVE\*\***