VOICEFOUNDATION.ORG

May 30—June 3, 2018

(215) 735-7999 Philadelphia, PA

47th Annual Symposium
CARE OF THE PROFESSIONAL VOICE

A Different Kind of Meeting

Exhibitor Prospectus

Register Online - Click Here
Table of Contents

Welcome—The Voice Foundation……….1
Symposium Introduction……………………2
Exhibitor Information……………………3-4
Advertising……………………………..5
Sponsorship Opportunities………………6
Gala Support……………………………7
Planning Calendar……………………….8
Corporate Support—Exhibit Form………9-10
Loading Dock Form……………………11

Symposium Contacts

Exhibit Sales and Advertising/Support
Maria Russo, office@voicefoundation.org
Phone: (215) 735-7999
Fax: (215) 762-5572
voicefoundation.org

May 30 - June 3, 2018~ The Westin Hotel, Philadelphia, PA
You don’t need to be an actor, singer, or broadcaster to be a professional voice user. Teachers, physicians, salespeople, and many others depend on their voices to earn a living. Warning signs of a potentially serious disease – a raspy voice, a persistent, dull pain in the throat, difficulty in swallowing, or a tired voice – are ignored too often.

According to The National Institutes of Health’s National Institute on Deafness and Other Communication Disorders reports that approximately 7.5 million Americans have trouble using their voices. Despite widespread voice problems, too little is known about the vocal disorders which cut short careers, impair the speech process, devastate and even threaten people’s lives.

The Voice Foundation is the world’s leading organization dedicated to solving voice problems. The Foundation seeks to protect and enhance the gift of vocal communication through:

- Research to advance the diagnosis and treatment of vocal problems, including improved non-surgical and surgical techniques;

  - Sponsoring national and international symposia and seminars;
  - Publishing and distributing professional and scientific publications and video teaching materials;
  - Awarding research grants and fellowship;
  - Disseminating information through the media to raise awareness of voice care.

When The Voice Foundation was founded in 1969 by the internationally celebrated voice specialist Wilbur James Gould, M.D., interdisciplinary care of the human voice was non-existent. Dr. Gould’s groundbreaking foresight brought together physicians, scientists, speech-language pathologists, performers, and teachers to share their knowledge and expertise in the care of the professional voice user. Since 1989, The Voice Foundation has been led by Robert Thayer Sataloff, M.D., D.M.A., F.A.C.S., an internationally renowned otolaryngologist who is also a professional singer and conductor, and author of more than 1000 publications including 46 textbooks.

About The Voice Foundation

The world’s leading organization dedicated to solving voice problems

“The human voice is our chief means of communication, a fundamental tool for working and living, and a rich source of artistic pleasure.” - Walter Cronkite

Care of the Professional Voice

attracts hundreds of medical and scientific experts, speech language pathologists, performing artists, and teachers from over 35 states and 30 countries.

Papers presented at this Symposium educate the public and the scientific community on the latest advances in voice science and care.

Attending are:

Members of The Voice Foundation

Primary Employers

Academic Institutions

Hospitals

Private Practice

Professions:

Physicians

Nurses

Scientists

Educators

Speech –Language Pathologists

Voice Teachers

Singers
Care of the Professional Voice, the 47th annual symposium hosted by The Voice Foundation, features advanced programming presented by leading professionals in the voice care field from thirty-five states and thirty countries. Voice professionals from all over the world come to gather the latest information, network with colleagues, see product demonstrations, learn cutting-edge techniques and earn continuing education credits.

More than 400 voice care professionals attend, including a strong faculty attendance from hospitals and universities worldwide.

During breakfast and coffee breaks the attendees evaluate purchases for their practices, hospitals and facilities. With your newest publications on display, they are made aware of the tools available for learning and teaching.

The Voice Foundation welcomes all exhibitors to attend the scientific sessions. Remember to take advantage of special sponsorship and advertisement opportunities designed to fit every budget. Expand your presence throughout

Jointly provided by The Voice Foundation in collaboration with Drexel University College of Medicine, Temple University, The American Institute for Voice and Ear Research, and the Academy of Vocal Arts.

CME and CEU Credit will be available for the appropriate sessions.
Exhibitor Info - REGISTER ONLINE - CLICK HERE

Symposium Dates and Location

**Symposium:**
Wednesday, May 30—Sunday, June 3, 2018

**Location:** Philadelphia Westin Hotel  
99 S. 17th St.  
Philadelphia, PA 19103 USA

**Exhibit Hall:** Westin Ballroom, Salon III, Main Floor

Exhibit Schedule

**Move-In—Exhibit—Move Out**

May 30, 2018  
Wednesday is a half-day.  
Move-in 1:30pm  
(May be changed to 9am—UPDATE on May 14th)

Show Hours 2:00pm - 5:30pm

Thursday, May 31, 2018  
Move-in 6:00am - 7:00am  
Show Hours 8:00am - 6:30pm

Friday, June 1, 2018  
Move-in 6:00am - 7:00am  
Show Hours 8:00am - 1:00pm  
Exhibit room locked 1:00pm

*Exhibiting will conclude at 1:00pm on Friday, June 3rd, as we will be preparing the Ballroom for the Gala. There is no need to break down: the doors will be locked.*

Saturday, June 2, 2018  
Move-in 6:00am - 7:00am  
Show Hours 8:00am - 5:00pm

*Improbable, but possible that Saturday evening will require a move-out. At 4:00pm*

Sunday, June 3, 2018  
Move-in 6:00am - 7:00am  
Show Hours 8:00am - 3:00pm  
Move-Out 3:00pm - 4:00pm

Exhibit Space

- Table and available electrical outlet
- Unlimited exhibitor Symposium attendance  
  (no CME credits without paid registration)
- Unlimited exhibitor staff badges
- Acknowledgment on TVF website
- Company profile in the Attendee Folders
- A Final Program Book
- Advertising discounts in Journal of Voice
- Grant opportunities

Exhibit Hall Highlights

(May be changed —UPDATE on May 14th)

**Wednesday, May 30, 2018**  
Break 4:00-4:30pm

**Thursday, May 31, 2018**  
Morning Breakfast 7:15 am  
Break I 10:00-10:30pm  
Break II/Posters 4:00-5:00pm

**Friday, June 1, 2018**  
Morning Breakfast 7:15 am  
Break I 9:20-9:50 am

**Saturday, June 3**  
Morning Breakfast 7:30AM  
Break I 9:50-10:10am  
Break II 3:00-3:30pm

**Sunday, June 3, 2018**  
Morning Breakfast 7:30AM  
Break I 9:50-10:20AM  
Break II Prefunction 3:00pm

Some attendees choose to spend part of the break in the Exhibit Hall.

**Mealtimes** are as follows:

**Lunch**  
Thursday 12:00-1:30pm  
Friday 12:00pm  
Saturday 12:00-12:50pm  
Sunday 12:00pm

**Dinner**  
Wednesday 5:00pm  
Thursday 5:45pm  
Saturday 5:00pm-6:15pm
One 6’ Exhibit Table per week - Fee: $1,250.00

Includes:
- 6 ft. skirted table
- Two chairs
- Exhibitor personnel badges
- Power supply as requested at no charge
- Daily maintenance by Hotel Staff
- Listing in the Program and in Attendee Folders
- Morning Coffee in the Exhibit Hall Daily

One 6’ Exhibit Table per day - Fee: $400.00.

Includes:
- 6 ft. skirted table
- Two chairs
- Exhibitor personnel badges
- Power supply as requested at no charge
- Daily maintenance by Hotel Staff
- Listing in the Program and in Attendee Folders
- Morning Coffee in the Exhibit Hall Daily

Literature Display per week - Fee: $500

Space is made available for exhibitor literature at an unmanned table for the duration of the Symposium. Literature must be received by The Voice Foundation office no later than May 1, 2018 and materials will not be returned after the meeting.

Payment

Payment in full is due with the submission of the Corporate Support Form. The Voice Foundation will accept Visa, Master Card, Discover and company checks. (Sorry, no American Express.)

Exhibitor Assignments

Space will be assigned to Exhibitors on a first-come, first-served basis. We will also take into consideration number of tables requested and consequent space necessary in assigning Exhibitor placement.

Please notify Maria Russo, Executive Director, of any specific space requirements.

Cancellation Policy

Exhibitors will be refunded in full if written notification of cancellation is received by April 1, 2018 (60 days prior). Exhibitors will receive a 50% refund if cancellation/reduction is made in writing by May 1, 2018 (30 days prior). No refunds will be given for Exhibitors who cancel after May 1, 2018.

Hotel Accommodations

The Westin Hotel
99 S. 17th St.
Philadelphia, PA 19103
Phone: (215) 563-1600

We are pleased to announce that our 46th Annual Symposium will again be held at The Westin Philadelphia Hotel. The Westin rivals both the Four Seasons and the Ritz Carlton in grandeur.

The Voice Foundation has secured a block of rooms in the Philadelphia Westin. Discounted room rates will be announced shortly. Please check back after the new year for the Voice Foundation’s dedicated Westin Hotel webpage.

Located in the heart of the city known as America’s birthplace, The Westin Philadelphia combines traditional elegance with modern luxury. It is directly connected to Liberty Place, an upscale shopping center, and the Pennsylvania Convention Center is just a few blocks away. Famous nearby landmarks: Liberty Bell, Independence Hall, the Betsy Ross House, and the Philadelphia Museum of Art.

Shipping Instructions

If you have any materials you would like shipped to the hotel prior to your arrival, please ship them to:
The Westin Hotel
c/o Rebecca Boulay
The Voice Foundation’s Symposium (5/26 – 5/31)
99 South 17th Street
Philadelphia, PA 19103 USA

Shipped materials will be found under your assigned table as of Wednesday, June 1.

Symposium Contacts

Sales/registration:
Maria Russo—office@voicefoundation.org
Katie Erikson—symposium@voicefoundation.org
Phone: (215) 735-7999
Fax: (215) 762-5572
Website: www.voicefoundation.org
Advertising - REGISTER ONLINE - CLICK HERE

Official Symposium Program
Deadline: February 15, 2018

<table>
<thead>
<tr>
<th>Style</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inside Back Cover</td>
<td>$1,500</td>
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<tr>
<td>Full page B/W</td>
<td>$1,000</td>
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<tr>
<td>Half page B/W</td>
<td>$500</td>
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<tr>
<td>Quarter page B/W</td>
<td>$250</td>
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Voices of Summer Gala Program
Deadline: April 25, 2018

<table>
<thead>
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<tbody>
<tr>
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<td>Full page B/W</td>
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<td>Half page B/W</td>
<td>$1,000</td>
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<tr>
<td>Quarter page B/W</td>
<td>$500</td>
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</table>

Literature in Attendee Folder
Exhibitor Fee (w/table): $500
Non-Exhibitor Fee (w/out table): $750
Promotional materials can be included in the packets distributed to all attendees at registration. Literature must be received by The Voice Foundation office no later than May 1, 2018 and excess materials will not be returned after the meeting. Print size 8 ½ x 11 ½ Bleeds: Allow 1/8" on all sides.

Publication size: 5 ½ x 8 ½
All advertising materials should be supplied as electronic files with color print. We accept high-resolution PDF files. All files should be collected to disk with fonts (Adobe) and supporting files (all formats: TIF, JPEG).
# Educational Grant Opportunities

<table>
<thead>
<tr>
<th>Sponsor Type</th>
<th>Fee:</th>
<th>Sponsorship Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presentation Sponsor</td>
<td>$10,000</td>
<td>• Dedicated signage &amp; listing in all promotional materials</td>
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<tr>
<td></td>
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<td>• Program book acknowledgment</td>
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<td></td>
<td></td>
<td>• Meet &amp; Greet with Award Honorees</td>
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<tr>
<td>Registration Table</td>
<td>$2,000</td>
<td>• Exclusive Signage in Registration Area</td>
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<tr>
<td></td>
<td></td>
<td>• Acknowledgment in Symposium Program &amp; Website</td>
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<tr>
<td>Coffee Break Sponsor</td>
<td>$1,500</td>
<td>10 Coffee Break Sponsorships Available</td>
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<td></td>
<td></td>
<td>• Acknowledgment in Symposium Program &amp; Website</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Signage during coffee break</td>
</tr>
<tr>
<td>Multimedia</td>
<td>$5,000</td>
<td>• Company recognized via multimedia projections</td>
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<tr>
<td></td>
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<td>• Acknowledgment in Symposium Program &amp; Website</td>
</tr>
<tr>
<td>Poster Award Sponsor / Session Sponsor</td>
<td>$1,000 - $10,000</td>
<td>• Sponsor Awards given to the Best Poster in each category: Basic Science, Medical,</td>
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<tr>
<td></td>
<td></td>
<td>Speech Language Pathology, Voice Pathology</td>
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<td></td>
<td></td>
<td>• Acknowledgment in Symposium Program &amp; Website</td>
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<tr>
<td>Van Lawrence Award Sponsor</td>
<td>$2,000</td>
<td>The Fellowship is intended to provide opportunities for the Fellow to become more</td>
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<td>thoroughly acquainted with practices, techniques, technology and people involved in</td>
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<td></td>
<td></td>
<td>laryngology and voice science.</td>
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<td></td>
<td></td>
<td>• Acknowledgment in Symposium Program &amp; Website</td>
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<td></td>
<td></td>
<td>• Exclusive Signage at site</td>
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<tr>
<td>Master Class Sponsor</td>
<td>$5,000</td>
<td>• Meet and Greet Master Class Presenter</td>
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<td>• Exclusive Signage at site</td>
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<td></td>
<td></td>
<td>• Acknowledgment in Symposium Program &amp; Website</td>
</tr>
<tr>
<td>Workshop Sponsor</td>
<td>$1,000</td>
<td>• Contribute to the advancement of voice care and training by sponsoring Vocal Workshops.</td>
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<td></td>
<td>• Acknowledgment in Symposium Program &amp; Website</td>
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<tr>
<td>Keynote Speaker Sponsor</td>
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<td>• Meet and Greet Keynote Speaker</td>
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<td>Special Event Sponsor</td>
<td>$2,000</td>
<td>Master Class Wine Reception</td>
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<td>Workshop Wine Reception</td>
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<td>• Acknowledgment in Symposium Program &amp; Website</td>
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<td></td>
<td></td>
<td>• Exclusive Signage at site</td>
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<tr>
<td>Official Airline, Transportation</td>
<td>$500</td>
<td>• Travel expenses for Gala Honorees, Lecturers, Attendees</td>
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<td>• Official Merchant Status</td>
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<td></td>
<td></td>
<td>• Acknowledgment in Symposium Program &amp; Website</td>
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<tr>
<td>Program Mentoring Sponsor</td>
<td>$500</td>
<td>• Exclusive Signage at Mentoring Site</td>
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<td>• Acknowledgment in Symposium Program &amp; Website</td>
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</tbody>
</table>
### Gala Sponsor  
**Friday, June 1, 2018**

<table>
<thead>
<tr>
<th>Sponsor Level</th>
<th>Inclusions</th>
<th>Material Acknowledgment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gold Benefactor at $5,000</td>
<td>Acknowledgment in the Voice Foundation’s marketing materials and website at a Corporate Sponsorship/Underwriters Gold Level</td>
<td>Acknowledgment in the Voice Foundation’s marketing materials and website at a Corporate Sponsorship/Underwriters Gold Level</td>
</tr>
<tr>
<td>Silver Supporter at $3,500</td>
<td>Acknowledgment in the Voice Foundation’s marketing materials and website at a Corporate Sponsorship/Underwriters Silver Level</td>
<td>Acknowledgment in the Voice Foundation’s marketing materials and website at a Corporate Sponsorship/Underwriters Silver Level</td>
</tr>
</tbody>
</table>
| Award Recipient Sponsor at $1,500 | Acknowledgment in the Voice Foundation’s marketing materials  
Choose the Awardee you would like to sponsor | Acknowledgment in the Voice Foundation’s marketing materials  
Choose the Awardee you would like to sponsor |

### Voices of Summer Gala, June 1st!

- **2014**: Bootsy Collins, Roberta Flack, Dr. Robert Sataloff, Denyce Graves
- **2016**: Chita Rivera
- **2016**: Drs. Jack Jiang, Shigeru Hirano, Norm Hogikyan, Ken Altman, Mike Johns, Jon Bock, Mike Benninger
- **2017**: Dr. Michael Benninger, Tommy Tune, Reri Grist, Dr. Robert Sataloff
Planning Calendar
May 30 - June 3, 2018 ~ The Westin Hotel, Philadelphia, PA

Marketing Deadlines
- Deadline for Symposium print advertising: February 15, 2018
- Deadline for Coffee Break Sponsorship: April 15, 2018
- Cocktail Party and Registration Table: April 15, 2018
- Cancellation/reductions with a full refund: April 15, 2018
- Deadline for Voices of Summer Gala print advertising: April 25, 2018
- Folder Inserts due at TVF: May 1, 2018

Forms Deadlines
- Contracts, logos and payment are due: March 15, 2018
- Space assignment begins: March 30, 2018
- Space cancellation deadline: April 1, 2018
- Exhibitor final information confirmation: May 1, 2018
- Hotel accommodation special rates expire: May 1, 2018

Symposium Schedule
- Exhibitor move-in begins: 1:00pm May 30, 2018
- Symposium begins and Exhibit Hall opens: 2:00pm May 30, 2018
- Exhibit Hall locked for Gala preparation: 3:30pm June 1, 2018
- Move-out begins: 3:30pm June 3, 2018
- Meeting Adjourned: 5:00pm June 3, 2018
Company Name:
Street Address:
City, State, ZIP:
Country: USA

Contact Person Name, Title and Address:

Website:

**Exhibitor Only**

- □ One 6’ Exhibit Table @ $1,250 per week
- □ One 6’ Exhibit Table @ $400 per day
  - □ Wednesday 5/30/18
  - □ Thursday 5/31/18
  - □ Friday 6/1/18 (half day)
  - □ Saturday 6/2/18
  - □ Sunday 6/3/18

**Electrical requirements for Exhibitors:**

- ——— We do not require electricity
- ——— We require a standard electrical outlet

Please list the names of representatives attending for name badges.

_______________________________________________________________________________
_______________________________________________________________________________
_______________________________________________________________________________

□ **Literature Display** @ $500/week (literature must be received in The Voice Foundation office no later than May 13, 2018)

**Literature in Registration Packets** (literature must be received in The Voice Foundation office no later than May 13, 2018)

- □ Exhibitor (w/table) $500 per week
- □ Non-Exhibitor (w/out table) $750 per week
**Advertising Support: Circle your choice**

<table>
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<tr>
<th></th>
<th>Gala Program Book</th>
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<tr>
<td>Inside Front Cover</td>
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**Advertising in Symposium Program Book**

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<tr>
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<td>$250</td>
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**Educational Grant Opportunities**

- See pages 8 & 9 for details

**PAYMENT:** Please send completed form and payment in US$ by March 15, 2018.

- Check or money order made payable to The Voice Foundation
- VISA / MASTERCARD

- Print name as it appears on credit card:

- Street Address of credit card:

- Zip Code: ________________

- Credit Card Number:

- Expiration: ________________ CVV 3-digit security code: ________________

- Authorized Signature:
RENTAL VEHICLE INFORMATION
Store Receiving Delivery: The Westin Philadelphia

Name of Function: The Voice Foundation Symposium
Date of Delivery: 
Time of Delivery: 
Vehicle Rental Company: 

Vehicle Description:
Model: 
Year: 
Color: 
License plate & State: 

Driver’s Name: 
Passenger’s Name: 

PLEASE FAX THIS FORM TO BOTH NUMBERS:
Westin Fax #: (215) 567-2845
Liberty Dock Master Fax #: (215) 851-9728

Directions: The Loading Dock entrance is on 16th Street between Chestnut and Market Streets. From Chestnut Street, turn left onto 16th Street. The Loading Dock is on the left side of the street, just after the entrance to the public parking lot. There is a sharply descending unmarked driveway immediately upon making the left into the Dock entrance.