

# SPONSOR PACKET

# NAIRO

## PROTECTING REVIEW INTEGRITY DURING HEALTHCARE AND REGULATORY EVOLUTION

Charleston, South Carolina | March 29-31, 2022

Kiawah Island Golf Resort  
One Sanctuary Beach Drive, Kiawah Island, SC



This packet contains everything you will need to be included as a Sponsor for the NAIRO 2022 Symposium: “Protecting Review Integrity During Healthcare and Regulatory Evolution.” Please read it thoroughly before filling out any forms. As the Symposium program develops, more information will be shared with you. In the meantime, please let us know if we can provide assistance. Thank you for your continued support!

## General Symposium Information:

Each year, NAIRO and its member companies stage an annual symposium discussing the latest developments and trends in independent medical review. The Symposium delivers in-depth educational content, along with networking opportunities to meet and exchange ideas with others in the industry.

For 2022, the Symposium moves to beautiful Kiawah Island, South Carolina, March 29th-31st. The theme for the three-day event is "Protecting Review Integrity During Healthcare and Regulatory Evolution," highlighting changes in healthcare and the regulatory environment and the impact on IROs, Workers' Compensation Organizations and Health Utilization Management Organizations.

## Sponsor Information:

This packet contains everything you will need to be included as a Sponsor for the NAIRO 2022 Symposium. Please read it thoroughly before filling out any forms. As the symposium program develops, more information will be shared with you by email.

## Sponsor Table Display:

Each table exhibit will consist of a 6'x30" table and up to two chairs. There is typically enough space for promotional items (brochures, Sponsor-provided logo overlay, etc.). A small backdrop is permitted behind the table as long as it is not larger than 6' wide by 8' high. Sponsor tables will be assigned on a first-come, first-served basis.

## Sponsor Schedule:

The schedule for the exhibit tables has been developed to coincide with break times and should allow for the greatest amount of flow.

Day 1: Tuesday, March 29, 2022	
7:00-5:00pm	Registration
8:00-11:00am	NAIRO Board and Membership Meeting
11:00am-1:00pm	Lunch on your own
1:00-1:30pm	Welcome Session: Ed Bolton, NAIRO President & Frances Scott, NAIRO Vice President & Symposium Committee Chair
1:30-2:45pm	Educational Session #1
2:45-3:00pm	Break
3:00-4:15pm	Educational Session #2
5:00-7:30pm	Welcome Reception

Day 2: Wednesday, March 30, 2022	
8:00-9:00am	Breakfast / Registration
9:00-10:15am	Educational Session #3
10:15-10:30am	Networking Coffee Break
10:30-11:45am	Educational Session #4
12:00-1:15pm	Lunch
1:15-2:45pm	Educational Session #5
2:45-4:00pm	Educational Session #6
6:00-8:00pm	Dinner

Day 3: Thursday, March 31, 2022	
8:00-8:30am	Breakfast
8:30-9:45am	Educational Session #7
9:45-10:15am	Networking Coffee Break
10:30-11:45am	Educational Session #8
11:45-12:00pm	Closing Remarks

All times are tentative. Final set-up and dismantle hours will be provided at a later date.

## Sponsor Requirements:

A high resolution Sponsor logo (vector .ai preferred) is due to admin@nairo.org at your earliest possible convenience but no later than March 4, 2022 to be included in the Symposium Marketing Materials.

NOTE: your logo will not be included until your Sponsorship payment has been received.

## Important Dates:

Sponsor Agreement form and Payment due  
February 25, 2022

Sponsor logo due to admin@nairo.org no later than  
March 4, 2022

Sponsor registration form(s) for on-site attendee(s) by  
March 4, 2022

## Rules and Regulations:

- 1 The Sponsor is solely responsible for all costs incurred for the exhibit display and any giveaways.
- 2 Security & Liability: NAIRO will not provide security services. Providing security for exhibits, Sponsor property and for Sponsors themselves, as well as for their employees, agents, representatives and guests, shall be the sole responsibility of the Sponsor. The Sponsor agrees to hold NAIRO and the hotel harmless and to indemnify NAIRO and the hotel against claims or liability arising out of the actions, fault or negligence of the Sponsor, its agents or employees, prior to, during and after the symposium. NAIRO and the hotel shall not be responsible for any loss, damage or injury that may happen to the Sponsor or the Sponsor's agents, patrons, guests, employees or property from any cause whatsoever (unless occasioned by the sole willful or gross negligence of NAIRO or the hotel) prior to, during or subsequent to the Symposium period. The Sponsor hereby releases NAIRO and the hotel from, and agrees to indemnify them against, any and all claims for such loss, damage or injury.
- 3 Damage to Property: The Sponsor, its agents, guests or patrons shall not injure, mar nor in any manner deface the hotel premises or equipment therein, and shall not cause or permit anything to be done whereby the hotel or its equipment shall be in any manner injured, marred, unduly soiled, defaced, lost, stolen or otherwise removed from the building, and will not drive, or permit to be driven, nails, hooks, tacks or screws into any part of the hotel, and will not make nor allow to be made, any alterations of any kind therein. Should any of the hotel's equipment used by the Sponsor in the conduct or operation of the exposition be damaged, lost or stolen, the Sponsor will promptly pay for the equipment by cash or certified check.
- 4 Signs & Posters: The Sponsor agrees that it will not post or exhibit signs, advertisements, posters or cards of any description inside, in front of or on any part of the hotel without written consent.
- 5 Public Policy: All companies or individuals exhibiting at the symposium are participating at the exclusive discretion of NAIRO and must abide by all local codes, rules, regulations and ordinances, including fire regulations, and must abide by the directions and instructions presented by official NAIRO and hotel personnel. The Sponsor understands that any violations of these policies may result in the immediate closing and removal of the Sponsor's table.



- 6 Eligible Exhibits & Restrictions: NAIRO reserves the right to accept or reject without reason any exhibit agreement received. NAIRO also reserves the right of exhibit space reassignment.
- 7 Exhibit Floor Access: NAIRO reserves the right to limit access to the exhibit tables to anyone during times the space is not officially open.
- 8 Use of Exhibition Space: Sponsors shall reflect their company's highest standards of professionalism while maintaining their tables during exhibit hours. No Sponsor shall assign, sublet or share table space without the permission of NAIRO.
- 9 Exhibition Sales Policy: No firm or organization is permitted to engage in direct sales activities within the exhibit area without the expressed written approval of NAIRO.

## Symposium Registration:

Sponsors and exhibitors may register for the event online at [www.nairo.org](http://www.nairo.org). If your sponsorship package includes complimentary registration(s), you will be issued a discount code to be used with the online registration form.



## Kiawah Island Golf Resort Accommodations:

A block of rooms is set aside for NAIRO Symposium attendees at discounted rates. Reservations must be made via website or phone on or before February 26, 2022.

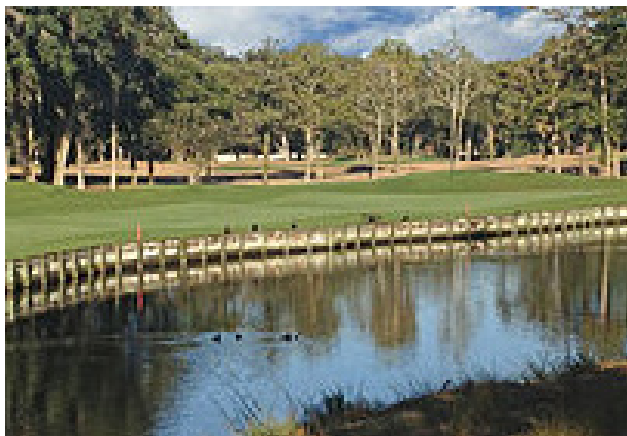
Website: Hotel reservations may be made, modified, or canceled at [www.kiawahresort.com](http://www.kiawahresort.com)

Phone: Group Reservation agents can assist with reservations. Mention you are a NAIRO Symposium attendee for access to special group rates.

Reservations Phone: (800) 654-2924

## Reminder:

**Reservations must be made on or before February 26, 2022 to qualify for group rates.**



## Attire:

Attire for our Symposium is business casual. Weather in Kiawah Island for the week of the Symposium is predicted as follows (please plan accordingly):

### *March Climate & Weather Averages in Kiawah Island*

High Temp: 66 °F

Precipitation: 3.2"

Low Temp: 53 °F

Humidity: 71%

## Contact Information:

To assist with any last minute questions or concerns, the following list of contacts is at your disposal:

### Hotel Reservations

Reservations Toll Free: 800-654-2924

Email: [sanctuary\\_reservations@kiawahresort.com](mailto:sanctuary_reservations@kiawahresort.com)

### Hotel Event Contact

Kiawah Island Golf Resort | 843-768-2121

### Admin at NAIRO

[admin@nairo.org](mailto:admin@nairo.org)

## Pre-Shipping Procedures:

Should you need to ship any items to the hotel prior to the symposium, please address as follows:

Conference Services Office

Kiawah Island Golf Resort

1 Sanctuary Beach Drive

Kiawah Island, SC 29455

ATTN: Group Planner Name/Vendor Name, Date,  
Conference or Group Name

Kiawah Island Golf Resort will charge a \$5.00 per box handling fee for all boxes of 25 lbs. or less. Exhibits & larger boxes (over 25 lbs.) will incur an additional fee (26-100 lbs.—\$25.00 per piece; 101-200 lbs.—\$50.00 per piece; 201-300+ lbs.—\$75.00 per piece). Any box/crate over 300 lbs. will be individually priced by the resort's Shipping Department.

There will be a 20% handling fee for all outgoing freight shipped through the Business Center.

# Sponsorship Levels

## Gold: \$7,500

- Inclusion in ALL marketing efforts for event
- Included in Welcome Reception and recognized as Official Gold Sponsor
- Full advertising on NAIRO website and all marketing material as Gold Sponsor
- Tagging on all social media
- Branding on Symposium signage
- Presentation Opportunity (10-minute max) during Symposium luncheon or dinner
- Exhibit Table Display Opportunity (6ft table)
- Full Page Ad in Symposium Handout
- Provided Attendee List
- Free Registration for 3

## Silver: \$5,000

- Included in Welcome Reception and recognized as a Silver Sponsor
- Full advertising on NAIRO website and all marketing material as Silver sponsor
- Tagging on all social media
- Branding on Symposium signage
- 1/2 Page Ad in Symposium Handout
- Access to Attendee List
- Free Registration for 2

## Bronze: \$2,000

- Included in Welcome Reception and recognized as a Bronze Sponsor
- Advertising on NAIRO website and all marketing material as Bronze Sponsor
- Tagging on all social media
- Branding on Symposium signage
- 1/4 Page Ad in Symposium Handout
- Access to Attendee List
- Free Registration for 1

## Branding /Ad Only: \$750

- Branding in Annual Symposium Handout (20 Slots)



# Sponsorship Agreement Form

**2022 NAIRO Educational Symposium: "Protecting Review Integrity During Healthcare and Regulatory Evolution" | March 28-21, 2022**

**Kiawah Island Golf Resort • One Sanctuary Beach Drive, Kiawah Island SC 29455**

As a Sponsor of the NAIRO Symposium, your logo will be included on all marketing materials once your Sponsorship payment has been received by NAIRO. Please forward a high resolution version of your logo (.ai or vector format) to [admin@nairo.org](mailto:admin@nairo.org) at your earliest convenience but **no later than March 4, 2022**.

**Please return the completed Sponsorship Agreement Form to [admin@nairo.org](mailto:admin@nairo.org) along with Sponsorship payment by February 25, 2022.** Sponsorship checks may be mailed to:

NAIRO  
230 Washington Avenue Extension  
Ste 101  
Albany, NY 12203

The Sponsorship Agreement Form can also be submitted online at [www.nairo.org](http://www.nairo.org).

**Company/Organization:** \_\_\_\_\_  
(Please print exactly as name should appear in program and on signage)

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

## **Please select the sponsorship you are interested in:**

\_\_\_\_\_ Gold Sponsor - \$7,500

\_\_\_\_\_ Bronze Sponsor - \$2,000

\_\_\_\_\_ Silver Sponsor - \$5,000

\_\_\_\_\_ Branding Sponsor - \$750

## **Sponsorship Payment:**

An invoice will be emailed to the designated contact listed above. Payment is due by February 25, 2022.

Please note that check payment is preferred, however all major credit cards are accepted.

## **Table Assignment:**

Tables will be assigned at the sole discretion of NAIRO and will be on a first-come, first-served basis.

**Sponsorship Agreement Forms and Payment due February 25, 2022.**

