

2025 Annual Meeting
Walter E. Washington Convention Center – Washington, D.C.
GENERAL INFORMATION

MEETING DATES

Monday, Sept. 15 through Saturday, Sept. 20

EXHIBITION DATES

Thursday, Sept. 18 through Friday, Sept. 19

EXHIBITION HOURS

Thursday, Sept. 18

- Industry Symposiums
- Attendee Morning Break
- Breakfast and Learn
- Attendee Lunch Break
- Lunch and Learn
- Attendee Afternoon Break
- Snack and Learn

9:30 a.m. – 4:30 p.m.

7 a.m. – 7:45 a.m.

10 a.m. – 10:45 a.m.

10 a.m. – 10:45 a.m.

11:45 a.m. – 1:15 p.m.

11:45 a.m. – 1:15 p.m.

3:15 p.m. – 4 p.m.

3:15 p.m. – 4 p.m.

Friday, Sept. 19

- Industry Symposiums
- Attendee Morning Break
- Breakfast and Learn
- Networking Lunch Break
- Lunch and Learn
- Attendee Afternoon Break
- Snack and Learn
- Career Fair
- Exhibitor Move-out

9:30 a.m. – 5:15 p.m.

7 a.m. – 7:45 am

10 a.m. – 10:45 a.m.

10 a.m. – 10:45 a.m.

11:45 a.m. – 1:15 p.m.

11:45 a.m. – 1:15 p.m.

3:15 p.m. – 4 p.m.

3:15 p.m. – 4 p.m.

3:30 p.m. – 5 p.m.

5:15 p.m. – 10 p.m.

Saturday, Sept. 20

- Exhibitor Move-out

8 a.m. – 2 p.m.

EXHIBITOR CHECK-IN

Onsite Exhibitor Check-in and Badge pick-up will be located at L Street Bridge Lobby,
Walter E. Washington Convention Center

Hours for Badge pick-up:

Tuesday, Sept. 16 Noon – 5 p.m.

Wednesday, Sept. 17 8 a.m. – 5 p.m.

Thursday, Sept. 18 8 a.m. – 4:30 p.m.

Friday, Sept. 19 8:30 a.m. – 5:15 p.m.

EXHIBITOR MOVE-IN

The 2025 Annual Meeting Exhibition installation dates and times are:

Tuesday, Sept. 16	Noon – 5 p.m.
Wednesday, Sept. 17	8 a.m. – 5 p.m.

In order for the exhibition to be ready for the opening on Thursday morning, booths must be set and tagged by 4 p.m. on Wednesday, Sept. 17. If set-up of any exhibit has not started by 4 p.m., Wednesday, AAOMS shall have the right to order the exhibit to be erected and the Exhibitor billed for all charges.

The GES Service Center will be open during exhibitor set-up hours to assist you will be located Exhibit Hall D-E. Additionally, Dana O'Donnell, *Exhibition Manager* and Alisa Prachan, *Staff Associate, Exhibits*, will be able to assist you onsite with any special challenges, problems or needs.

AAOMS ANNUAL MEETING APP

Be in the know of what attendees are doing and when with the AAOMS 2025 Annual Meeting App for your smartphone or tablet! Download the app prior to the meeting or at the meeting, by simply searching AAOMS Events in the App Store. For more information, visit <https://www.aaoms.org>

ACTIVITIES CONTINUING IN THE EXHIBIT HALL

We are listening to our Exhibitors and the following are continuing for the 2025 Annual Meeting in the Exhibit Hall.

- Complimentary lunch in the Exhibit Hall for meeting attendees on Thursday.
- **NEW!** Complimentary lunch in the Exhibit Hall for meeting attendees and exhibitors on Friday.
- Extended 90-minute lunch breaks on Thursday and Friday will be in place again this year to allow attendees more time to visit and interact with exhibitors.
- Extended morning and afternoon breaks on Thursday and Friday, will 45-minutes as opposed to 30-minutes in previous years.

BADGE FORM

You will receive a badge form via email in early August. **Badge request forms must be submitted by Sept 12, 2025.** All exhibitor badges must be picked up on-site at Exhibitor Check-in before ExhibitHall entry is allowed.

Badges must be worn at all times in the Exhibit Hall. You will not be allowed on the exhibition floor without an exhibitor badge. **There will be no exceptions.** Refer to the exhibitor badge request form you receive for badge allowances, amounts and fees.

Badge Policy:

- Complimentary badges will only be provided for pre-registration. If badges not registered by badge deadline of **Sept 12, all complimentary badges will be forfeited.**
- Additional badges may be purchased for \$105.00 per badge.
- On-site badge registration fee \$125.00 per badge.

Non-official contractors (EAC's) must check in with Exhibitor Check-in located at West D Lobby, of the Orange County Convention Center. No one will be allowed on the exhibit hall floor without a badge/ID.

EXHIBIT STORAGE

For safety and fire prevention, Exhibitors may not store cartons or empty display cases behind their exhibit booths. Exhibitors may store only the amount of material used for each day of the exhibition. Please make arrangements with **GES** for any items that will require accessible storage and empty stickers will be available for any empty boxes and display cases that will need to be returned at the close of the exhibition.

SHOW COLORS

Booth Drape: White and Gray

Aisle carpet: Pepper (Exhibitors are responsible for ordering booth carpet)

STANDARD BOOTH EQUIPMENT

Each 10' x 10' booth comes with the following:

- 8' draped back wall and 3' side rail panels
- Standard 17" x 11" identification sign

BOOTH SIGNAGE

Each exhibitor will be provided with one complimentary booth identification sign, 17" x 11", listing the company name and booth number. Order additional or custom signs from **GES**, use the **Special Signage Sign Order Form** included in this Service Manual.

ORDER TAKING

Exhibitors will be allowed to take orders on the Exhibit Hall floor and exchange payment for products. Exhibitors are responsible for compliance with all applicable federal, state and local laws and regulations, including Washington, D.C. registration and collection of taxes, if applicable.

DISMANTLE AND REMOVAL INSTRUCTIONS

All exhibits must remain intact until the official closing of the exhibition at 5:15 p.m. Friday, Sept. 19. Exhibitors expressly agree not to begin packing or dismantling until such time. Exhibit booths must be staffed at all times during the exhibition and completely operational until the official closing date and time. If a booth is not staffed until the exhibition closing time, the exhibitor will be given a warning. The exhibitor will be subject to loss of seniority after the first warning. Exhibitors who continue to violate this regulation may be ineligible to participate in future AAOMS exhibitions **Plan your flights accordingly!**

Exhibitors will complete arrangements for prompt **pick up of all outbound shipments and removal no later than 2 p.m. on Saturday, Sept. 20.** All freight not removed by noon on Sunday may be shipped by a carrier selected by **GES** and billed to the Exhibitor.

PLEASE NOTE: Exhibitors are responsible for their own property. Although provisions for security are made, Exhibition Management, its agents, and the agents for the Orange County Convention Center do not assume responsibility for the safekeeping of any of your equipment, materials, tools or exhibits.

CRATES/CARTONS

All crates and cartons will be delivered to booths as soon as possible after show closing but **allow 3 – 5 hours for crate/carton delivery.** Please keep in mind that it will require some time for the return of crates and cartons. Please schedule your flights out of San Diego with this in mind.

SMALL DISPLAY EQUIPMENT

Be sure to pack all small equipment, supplies, tools, etc. immediately at the close of the show. It is advisable to combine small packages in a larger box.

MOVE-OUT LABOR

Please place your labor order well in advance at the GES Service Center. Labor will be available beginning at 5:15 p.m. on Friday, Sept. 19 and **not** before.

RETURN SHIPMENT

Make arrangements with GES at the Service Center for shipment of your material and equipment, bills of lading, tags, etc.

TIME LIMIT FOR EXIT

Outside carriers must be checked in by noon on Saturday, Sept. 20. Exhibits must be packed with bill(s) of lading turned in by 6 a.m. All freight must be cleared from the exhibit hall by 2 p.m., Saturday, Sept. 20.

EXHIBITOR APPOINTED CONTRACTORS

Exhibitors are required to notify AAOMS Exhibition Management and GES of any outside service which is not being supplied by the official service contractor, GES. This includes any installation and dismantling companies, sound and lighting companies, production and promotion companies, or any person or company providing direct services to an exhibitor while on site.

Notify in writing:

AAOMS

Dana O'Donnell CEM – Exhibition Manager
9700 W. Bryn Mawr
Rosemont, IL 60018
Phone: 847-233-4393
Dodonnell@aaoms.org

Global Experience Specialists, Inc. (GES)

7000 Lindell Road
Las Vegas, NV 89118

Fax: 866-329-1437
International Fax: 702-263-1520

Non-official contractors (EAC's) must check in with Walter E Washington Convention Center. No one will be allowed on the exhibit hall floor without a badge/ID. Exhibition Management will verify that the appropriate insurance certificate is on file.

SECURITY

AAOMS will provide 24-hour security during set-up, the exhibition and move-out days, in the exhibit hall. However, AAOMS is not responsible for theft, damage or personal injuries. For full exhibitor regulations, please refer to the prospectus/invitation to exhibit located on our website at www.aaoms.org/exhibits.

EXHIBIT HALL DISCLAIMER FOR THE ATTENDEE

“The exhibition is made available for informational purposes only. With the exception of specific products or services expressly endorsed by the American Association of Oral and Maxillofacial Surgeons (AAOMS). AAOMS does not endorse exhibit hall products or services and the presence of any exhibition at an AAOMS meeting or function does not imply an endorsement. By attending the AAOMS Annual Meeting, you acknowledge and accept that the AAOMS has assumed no duty to review, investigate, or otherwise approve, and has not reviewed, investigated, or otherwise approved, the quality, type, message, nature, or value of any product or service marketed by attendees and exhibitors. As such, you should conduct your own independent research of such products or services, and the AAOMS disclaims any liability for any damages to person or property arising out of any product or service.”

SOCIAL EVENTS, EXHIBITOR EVENT SPACE REQUESTS AND MAILING LISTS

The AAOMS Annual Meeting lends itself to being a great opportunity to plan events for your existing customers and new customers. If you are planning an event, you can purchase a pre-attendee listing or the whole membership list depending on your needs. A Mailing List Order Form is included in this service manual.

Get the word out that your company is going to be at this conference and invite them to stop by your booth during the Annual Meeting! To send a mailing, please complete [AAOMS Mailing List Order Form](#) and send a copy of what you are mailing for AAOMS approval to Dana O'Donnell, Exhibit Manager, dodonnell@aaoms.org.

If you are planning a function, let AAOMS know by submitting an online Exhibitor Event Space Request Form which can be found on the [AAOMS Annual meeting exhibitor website](#).

MARK YOUR CALENDARS!

2025 Dental Implant Conference

Dec 4 – Dec 6, 2025
Sheraton Grand Chicago Riverwalk
Chicago, Ill.

108th AAOMS Annual Meeting, Scientific Sessions and Exhibition

Sept. 28- Oct. 3, 2026
Seattle Convention Center
Hyatt Regency Seattle
Seattle, Wash.

2026 Dental Implant Conference

Dec 3 – Dec 5, 2026
Sheraton Grand Chicago Riverwalk
Chicago, Ill.

Thank you for exhibiting with us!
We look forward to assisting you in having a successful exhibition.