

# 48th Annual ONS Congress

## Ancillary & Meeting Space Application



Smithbucklin  
330 N. Wabash Ave.  
Chicago, IL 60611

Questions? Contact the ONS Sales Team  
ons@smithbucklin.com

April 26 - April 30, 2023 | San Antonio, TX

### Sponsoring Company Contact Information

Sponsoring Company: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_ Phone: \_\_\_\_\_

### Meeting Space Request: \$1,500 per day

Meeting space is available for internal staff meetings or speaker ready rooms. The rooms assigned for these events hold a maximum of 10–15 people; ONS attendees cannot be invited to these meetings. Inviting ONS attendees will result in a forfeiture of your space and fee to host event. ONS blackout times do not apply to Meeting Space requests.

Choice:	Date:	Time:
	April 26, 2023	_____ to _____
	April 27, 2023	_____ to _____
	April 28, 2023	_____ to _____
	April 29, 2023	_____ to _____

Number of attendees \_\_\_\_\_ (maximum of 10 - 15 attendees)  
Rooms set: Conference style \_\_\_\_\_ U-shape \_\_\_\_\_ Other \_\_\_\_\_  
Property \_\_\_\_\_

### Terms of Agreement

Exhibitors, sponsors, and their agents and representatives are subject to, and intend to be legally bound by, the ONS Congress Exhibitor and Sponsor Rules and Regulations (the "Rules"), and the individual completing this application certifies that he or she is authorized to bind the exhibitor, sponsor, and their agents and representatives thereto and act on their behalf. The Rules are incorporated herein and are available here: <https://www.onssponsorships.org/rules-and-regulations>. Neither this application nor the Rules can be modified by printed or handwritten additions, deletions, changes, or strikethroughs, and any modifications inconsistent with the Rules available at <https://www.onssponsorships.org/rules-and-regulations> will be voidable by ONS. The exhibitor, sponsor, and their agents and representatives are liable for the contracted amount, and failure to make payment does not relieve the obligation to pay the contracted amount. ONS reserves the right to reject an application or deny benefits and privileges for failure to make timely payment.

#### Authorized Company Representative (Print Name and Title)

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

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

#### Authorized signature (required)

\_\_\_\_\_

### Third Party Logistics Contact Information

Third Party Logistics Company: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_ Phone: \_\_\_\_\_

### Ancillary Event Space Request:

\$5,000 per event

Any event wherein you are inviting more than ten (10) ONS Congress attendees, onsite or offsite. All Ancillary Events require ONS approval and incur the Ancillary Event fee. Onsite space will be accommodated first-come, first-served. Ancillary events can be held for \$5,000/event. Ancillary events are not scheduled during the following blackout times:

Wednesday, April 26, 2023	Thursday, April 27, 2023	Friday, April 28, 2023	Saturday, April 29, 2023
11:15 am–7:30 pm	6:00 am–7:30 pm	6:00 am–7:30 pm	6:00 am–7:30 pm

Choice:	Date:	Time:
	April 26, 2023	_____ to _____
	April 27, 2023	_____ to _____
	April 28, 2023	_____ to _____
	April 29, 2023	_____ to _____

Onsite Event      Offsite Event

Number of attendees \_\_\_\_\_  
Rooms set: Conference style \_\_\_\_\_ U-shape \_\_\_\_\_ Other \_\_\_\_\_  
Property \_\_\_\_\_

### Submit Your Payment

Invoice Exhibiting Company      Invoice Third Party

Billing Address Same as Company Address

#### Billing Information:

Billing Contact (Full Name): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

Email this application to [ons@smithbucklin.com](mailto:ons@smithbucklin.com). Do not mail contracts.

