



This e-letter is your go-to guide for making the most of your experience at AAOS 2025 and setting up long-term success.

Attendee Registration Numbers

The registration numbers as of November 21st:

U.S. Physician: 522

U.S. Residents/Fellowships: 105

International Physician: 109

International Residents: 4

Other Healthcare Professionals: 103

Physician Assistants: 4

Total Medical: 847



Check the Attendee Registration Numbers Page Each Monday for Updates



Stay in the Loop

Hotel Reservations

Several key dates for exhibitor housing are approaching:

- **January 9, 2025:** Final day to enter names for reservations within an exhibitor's block.
- **January 16, 2025:** Hotel room night deposits become non-refundable.
- **January 21, 2025:** Hotels will begin charging the two-night deposit.

Requests for additional rooms can be made by emailing onPeak at AAOS@onpeak.com. For further hotel details, please visit [the Exhibitor Housing page](#).

Exhibitor Badge Registration

Badge registration is now open! To register, simply log in to the [Exhibitor Resource Center](#). Each exhibitor can register up to five representatives per 100 sq. ft. of exhibit space. The deadline to pre-register your badges to be mailed is **January 22, 2025** (available to U.S. addresses only).

- **Pro Tip:** If your staff will arrive before 1:00 PM on Saturday, March 8, be sure to have their badges mailed as onsite exhibitor registration will not yet be open.

Enhance Your Marketing Strategy

Have you started strategizing ways to drive traffic to your booth and maximize your ROI? We offer a range of budget-friendly, high-visibility promotional opportunities designed to help you stand out at the Annual Meeting. Explore options on the [Promotional Opportunities page](#) to learn more or watch our [Top Marketing Strategies webinar](#) for tips and insights.

Booth Activities/Giveaways

We encourage exhibitors to plan engaging booth activities and giveaways for the meeting! Be sure to review our booth activity guidelines, as certain

activities may require prior AAOS approval. If your planned activity requires approval, submit the [Booth Activity Request Form](#) by **January 14, 2025**.

- **Pro Tip:** For a list of permitted activities and giveaways, refer to pages 7-9 of the [Exhibit Prospectus](#).

Island Booth Design Approval

For exhibitors with island booths (400 sq. ft. or larger), a scaled floor plan and elevation diagram must be submitted to AAOS for approval by **January 14, 2025**. Submit your floor plan through the [Island Booth Design Approval Form](#).

- **Pro Tip:** Floor plans should include measurements and heights of all structures.

Exhibitor Appointed Contractor (EAC) Requests & Insurance

Exhibitors may hire independent contractors solely for the installation and dismantling of exhibits. AAOS approval is required. For more details, review the [EAC Process Overview](#) and then submit your [EAC Approval Request](#). Requests and Certificates of Insurance (COI) from the EAC are due by **January 14, 2025**.

Exhibitor Insurance Submission Portal & Policy Order Form

All exhibitors must have general liability insurance for booth materials and third-party injury or property damage. Each exhibitor is required to furnish AAOS with a certificate of insurance that:

1. Indicates the policy will be in effect over all installation and dismantling dates, March 4 – 15, 2025.
2. Indicates comprehensive general liability insurance against claims for bodily injury or death and property covers damage of no less than \$1,000,000 for each occurrence and \$1,000,000 aggregate, and an active workers' compensation insurance policy covering all permanent employees and temporary labor hired to perform work during this event is in force over this same period.
3. Names AAOS as certificate holder.

- Names AAOS and the San Diego Convention Center as additional insured.

A compliant Certificate of Insurance (COI) must be [submitted](#) or [purchased](#) by **February 4, 2025**.

Lead Retrieval

Ensure seamless data collection from booth visitors, qualify leads effectively, and streamline post-meeting follow-ups! Take advantage of the early bird discount for lead retrieval services by placing your order by **December 19**. [Order today](#) to maximize your savings and optimize your meeting results!

Got Questions for the Exhibits Team?

We invite you to attend the upcoming exhibitor town hall webinar on **Wednesday, December 4, from 1:00 PM - 1:30 PM CST**. This is a great opportunity to ask any questions you may have about the Annual Meeting and get direct answers from the Exhibits Team.

[Register for Exhibitor Town Hall](#)

If you were unable to attend our most recent webinars, you can watch the [November Town Hall recording](#) and the [Exhibitor Essentials recording](#).

Get a Jump on the Competition

Reach decision-makers before the meeting even begins and ensure your booth is on their must-visit list by purchasing an **Pre-Meeting Attendee Mailing List**. The list includes the attendees name, title, address, hospital affiliation, and specialty areas. Email addresses and phone numbers are not included. The full list is \$2,100, and specialty-only lists range from \$450 to \$750. Lists will be available starting on **January 9, 2025**.



Purchase an Attendee List Via the Exhibitor Resource Center

Quick Links



Hotel Reservations



Exhibitor Event and Meeting Space

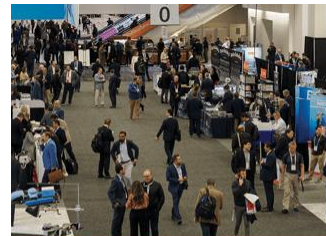


Exhibit Hall Schedule



Promotional Opportunities



Year-Round AAOS Promotions



Contact Us

Upcoming Deadlines



December 19

Lead Retrieval Early Bird Discount Deadline

January 16, 2025

Last Day for Housing Deposit Refunds

January 9, 2025

Last Date to Enter Names to Reservations Within an Exhibitor's Block
Pre-Meeting Attendee Lists Available

January 17, 2025

Orthopaedist's Bag Order Deadline

January 21, 2025

Hotel Charges Credit Cards for 2-Night Deposit

January 14, 2025

Booth Activity/Giveaway Request
Deadline

Island Booth Floor Plans Due

Exhibitor-Appointed Contractor (EAC)
Request Due

Certificate of Insurance (COI) from
EAC Due

Multi-Level and Covered Booth Floor
Plans Due

January 22, 2025

Deadline to Pre-Register Exhibitor
Badges to Be Mailed (U.S. Only)