



This e-letter serves as your essential resource for all the information you need to succeed at AAOS 2024 and beyond.

Annual Meeting Highlights

Attendee Registration Numbers

The registration numbers as of November 1st:

U.S. Physician: 595

U.S. Residents: 111

International Physician: 192

International Residents: 3

Other Healthcare Professionals: 41

Physician Assistants: 3

Total Medical: 945



Every Monday, updated registration numbers will be posted on the [Attendee Registration Numbers page](#).

Hotel Reservations

Several important dates for exhibitor housing are fast approaching:

- **November 30:** Last date to enter names to reservations within an exhibitors' block.
- **December 8:** Hotel room night deposits become non-refundable.
- **December 12:** The two-night deposit will start being charged by hotels.

Requests for additional rooms are being accepted and will be assigned based on availability. For additional information, visit the [Exhibitor Housing page](#).

Exhibitor Suites

Are you looking for private meeting space in the Exhibit Hall? Suites are available for \$4,500 per 10' x 10' space and include hard walls, a locking door, and carpet. These suites are in high-demand, so make sure to submit the [Exhibitor Suite application](#) before **December 7**.

Exhibitor Business Suites – Limited Availability

Private meeting space is in high demand at AAOS 2024. Take advantage of this opportunity to secure a Business Suite at the Moscone Center. These suites are ideal for private meetings near the show floor and cost \$1,750 for a four-hour rental. Each suite includes a conference room set for twenty people, a 42" monitor with laptop connection, and electrical connection. Secure your [Exhibitor Business Suite](#) today.

Exhibitor Badge Registration

Badge registration is now available.

Simply login to the [Exhibitor Dashboard](#) with your ID number: and Password:



Exhibitors may register a max of five representatives for each 100 sq. ft. of exhibit space. For exhibitors requesting their badges be mailed:

- **December 14:** The deadline to pre-register badges to be mailed (U.S. only).
- **January 3, 2024:** Badges will start to be mailed out.

View the [Exhibitor Badge Registration Guidelines](#) for more info.

Exhibitor Appointed Contractor (EAC) Requests

Exhibitors may use the services of an independent contractor only for the install and dismantle of exhibits. Exhibitor Appointed Contractors can find the information needed to submit their request on the [Exhibitors Appointed Contractors page](#). Requests are due by **December 7**.

Company Advertisement Approvals

All promotions and advertisements that reference AAOS or the Annual Meeting must be approved prior to printing and distribution. Review the [Publicity and Advertising Guidelines](#) and submit your ad copy via the [Company Advertisement Approval form](#) by **December 7**.

Official Exhibitor Graphic

AAOS has created an official AAOS 2024 exhibitor graphic for use in online, print and social media advertisements which promote a company's exhibit booth. Requests for the AAOS 2024 exhibitor graphic can be sent to exhibits@aaos.org.

Booth Activities/Giveaways

Be sure to adhere to AAOS guidelines for activities and giveaways at your booth. Some activities require AAOS approval.

View pages 7-9 of the [Exhibit](#)



[Prospectus](#) for a list of allowed activities/giveaways. If your planned activity requires AAOS approval, be sure to submit the [Booth Activity Request form](#) by **December 7**.

Island Booth Design Approval

Exhibitors with an island booth (400 sq. feet or larger) are required to submit a scaled floor plan and elevation diagram for AAOS approval by **December 7**.

Floor plans can be submitted via the [Island Booth Design Approval form](#).

New Promotional Opportunities

AAOS is excited to announce new promotions for AAOS 2024:

- **Industry Sessions:** 45-minute sessions taking place on Tuesday and Wednesday at 10:30 am and 2:00 pm. Sessions have seating for 100 attendees and are located at the Ask an Expert Theater in the North Building and the TechTalks Theater in the West Building. The cost is \$15,000 per session. [Be sure to submit the application](#) by **November 3**.
- **In-Booth Education Listing:** A simple yet effective method to promote your in-booth presentations and/or demonstrations is with a listing in the Annual Meeting app, website, and onsite signage. Have one listing for \$500 or three for \$1,200. For more details, review the [In-Booth Education Listing brochure](#).

Free Webinar

The AAOS Exhibits Team will be hosting a webinar titled "Best Marketing Strategies for Your Exhibit Booth" on **Tuesday, November 7 at 1 pm CST**. All exhibitors are invited to attend as we discuss strategies to boost your booth presence at AAOS 2024. Please use the following link to [register for the webinar](#).

Safety Measures

The safety and well-being of the orthopaedic community is our top priority. AAOS is working closely with our longtime security consultant—as well as the City of San Francisco to ensure a safe and positive meeting experience for all attendees. Aspects of this plan include:

- The presence of additional San Francisco staff, security and volunteer ambassadors to help direct attendees and answer questions or concerns.
- Street cleaning measures in the areas surrounding the convention center and nearby hotels.
- Shuttle service provided between AAOS hotels and the convention center has been expanded to include 48 hotels. The 10 hotels without shuttle service are within a four-block radius of the convention center. View a [list of shuttle bus routes](#).

Additionally, San Francisco Travel has put together [this guide](#) to highlight general safety tips while in the city. Be sure to share this link with your staff.

Did You Know?



Pre-meeting attendee lists will be available starting on **December 14**. The list will include each attendee's name, title, address, phone number, hospital affiliation, and specialty areas (if supplied). Email addresses are not included. Order a full attendee or specialty only list by logging into the [Exhibitor Dashboard](#)

Attendee Lists

and clicking on the "Attendee List Orders" tile.

Important Dates

November 30

Last Date to Enter Names to Reservations Within an Exhibitor's Block
Lead Retrieval (CDS) Early Bird Discount

December 6

Orthopaedist's Bag Order Deadline

December 7

Exhibitor Suite Applications Due
Island Booth Designs Due for Approval
Booth Activity/Giveaway Request Deadline
Exhibitor-Appointed Contractor Request & Certificate of Insurance Due
Company Advertising Approval Requests Due

December 8

Hotel Room Night Deposits Become Non-Refundable

December 12

The two-night deposit will start being charged by hotels

December 14

Deadline to pre-register badges to be mailed (U.S. only)

December 19

Exhibitor Insurance is Due

January 3, 2024

Badges mailed (if requested - U.S. only)

Other Exhibiting Opportunities

AAOS will host a variety of CME courses covering varying topics with opportunities for your company to participate. Our team will work with you to find an opportunity that best suits your needs.

**View Courses
Calendar**

**Educational
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This email was sent to sierra@aaos.org.

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