

Dear Sponsoring or Exhibiting Partner,

On behalf of The American Academy of Cardiovascular Perfusion I would like to thank you for your support of the Annual Seminar this upcoming February 7-10, in Nashville, Tennessee at the Loews Vanderbilt Hotel.

Set-up for Thursday's Workshop will be after 1:30 PM in the Starstruck Room. You will be able to display your products during the Friday lunch this year, if you wish to do so.

The Hands-On Workshop is a workshop during which time we ask each Sponsoring Member and Exhibitor to display their newest product or device. It is a casual atmosphere where perfusionists can obtain a better understanding of the product directly from the manufacturer in a hands-on setting. Sponsoring/Exhibiting Members will be aligned around the room. You may cover your table with a company logo and display **one** small vertical banner, but please no exhibit-type displays. This should not be an exhibit of the manufacturer's entire product line. We ask that you limit it to your newest products. We are trying to give you more face time with our attendees so please review the attached letter concerning the *A Night of Country at the Academy* theme for the workshop.

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#### **Exhibit Times for Sponsors and Exhibitors:**

Thursday Workshop (5:00 - 8:00 PM) Starstruck Room – Mezzanine Level  
Friday Lunch (11:30 AM – 12:30 PM) Symphony I Ballroom – Lobby Level

**Sponsoring Partners Only** will be allowed to display one vertical banner with one representative standing in front of it during our breaks outside the Symphony II & III Ballrooms.

Thursday 2:30 – 2:50 PM  
Friday 2:30 – 3:00 PM  
Saturday 9:30 – 10:00 AM

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#### **THE LOEWS VANDERBILT HOTEL SHIPPING INSTRUCTIONS**

*See attached.*

**What I need from you at this point are the following. Some of you have already sent me some of this information, but I wanted to keep everyone informed of the latest information.**

- Names of your attendees at the meeting with their email addresses so they will have access of our mobile app.
- Which **two** representatives will be attending the Induction Dinner on Friday evening (Black tie optional; Dark suit required).
- Company Logo that we can use on our meeting's mobile app.

- Company contact information such as phone number, website address, etc. to be listed on our mobile app.
- Products to be displayed so that we can list them on the mobile app.

*NOTE: Sponsoring Partners are allowed six attendees and Exhibitors are allowed two attendees. If you wish to send more than that allowed, we charge \$465 for each additional attendee (our lowest registration rate). Additional attendees at the Induction Dinner are \$100 each.*

The Loews Vanderbilt Hotel is our host hotel this year. Please advise your representatives to book their rooms soon, since our block is rapidly filling. The deadline for our room block is January 18, 2024.

If there is any other information I can provide to you, or if we may be of any service to you or your company, please do not hesitate to contact the National Office. The Academy National Office phone/fax number is 610-285-2329. Our email address is [OfficeAACP@aol.com](mailto:OfficeAACP@aol.com). Again, please feel free to contact us with any questions/concerns that you may have, and we thank you for your support of The Academy.

Sincerely,  
David A. Palanzo, CCP  
Executive Director  
National Office  
Website: [www.theaacp.com](http://www.theaacp.com)