

SEPRA

SOUTHEAST PHYSICIAN
RECRUITERS ASSOCIATION

Exhibit Hall Schedule

Sunday, October 12, 2025

- 4:00 - 6:00 PM - Corporate Sponsor Registration
- 4:00 - 6:00 PM - Exhibit Setup in Ritz Ballroom (night before)
- 7:00 - 9:30 PM - SEPRA Signature Welcome Dinner

Monday, October 13, 2025

- 7:30 - 8:30 AM - Breakfast with Attendees
- 10:15 - 10:45 AM - Break in Exhibit Hall
- 10:45 - 11:15 AM - Vendor Only Session (w/ Keynote Speaker)
- 12:00 - 1:30 PM - Lunch with Attendees
- 3:30 - 4:00 PM - Break in Exhibit Hall

Tuesday, October 14, 2025

- 7:30 - 8:30 AM - Breakfast with Attendees
- 9:30 - 10:00 AM – Final Break in Exhibit Hall
- 10:00 - 10:30 AM - Door Prize Drawing
- 10:30 - 12:00 PM - Exhibit Tear-down

**8 hours of Sponsor Time with Attendees

***Schedule Subject to Change

Speaking Opportunity

Sponsors at qualifying levels will have an opportunity to address attendees. Speaking is optional but encouraged.

Cancellation Policy

- Written cancellations must be received by August 15, 2025, to receive a 50% refund.

Hotel Information

The Ritz-Carlton, Amelia Island
4750 Amelia Island Parkway
Amelia Island, Florida 32034
Phone: 904.277.1100
Group Rate: \$309 per night*

*Strict 2-room max per sponsorship
additional reservations will be canceled to ensure availability for attendees.

Reservations: Online Only*

*pre-and post-event dates subject to hotel availability; do not email SEPRA for reservations.

Representative Limit

Each sponsorship level includes up to 2 representatives.

- Additional representatives may be purchased for \$2,000 each.
- Extra representatives will not be provided additional exhibit space.
- All representatives must be registered.
- Changes to representatives must be sent to SEPRA by September 15, 2025, via email.

Corporate Contributor Door Prizes

Attendees will receive a Bingo Card featuring all exhibitors' names. A drawing for donated prizes will take place on Tuesday, October 14th. Your attendance is requested.

Early Departure Policy

Exhibitors must remain fully set up until tear-down time on October 14, 2025. Early departure may result in expulsion from future events.

SEPRA

SOUTHEAST PHYSICIAN
RECRUITERS ASSOCIATION

Exhibit Hall Setup

Location: The Ritz-Carlton Ballroom
Setup Time: October 12, 2025 - 4:00 - 6:00 PM
Provided: One 6 ft. table & up to two chairs*

*Exhibitors must ensure their setup fits within the assigned space.

Assignment of Exhibit Space

Exhibit space is assigned based on the following:

- Sponsorship Level
- Registration Date
- Payment Received

Priority placement is given to Platinum, Gold, and Silver sponsors.

Assignments will be sent by Monday, September 15, 2025.

Electricity & A/V Needs:

Contact: Cory Martin - Sales Manager, Audio-Visual Services

Email: cory.martin@encoreglobal.com

- Must be arranged in advance with hotel A/V services.
- Charges will apply.

Attendee List

Your sponsorship includes access to attendee lists:

- Pre-Conference List: Sent September 15, 2025
- Post-Conference List: Sent within 7 days post-event

All sponsors receive the list at the same time, please do not contact SEPRA for a list sooner than the time specified above.

Shipping & Storage

Due to limited storage, materials should not arrive more than 3 days prior to October 12th. The hotel will charge additional fees for early arrivals.

Storage Fees (Charged to Vendors):

- Boxes: \$7.00 each
- Outgoing Boxes: \$10.00 each
- Pallets: \$25.00 each
- Crates: \$75.00 each

Shipping Address:

The Ritz-Carlton, Amelia Island
4750 Amelia Island Parkway
Amelia Island, Florida 32034
Attn: Receiving Department
Client Name: (Your Name)
Date of Event: October 12, 2025
Hold for: Southeast Physician Recruiters Association (SEPRA)

Please visit SEPRA-Conference.org for more information.

Thank you for your generous support of SEPRA