

EXHIBITOR / SPONSORSHIP / ADVERTISING PROSPECTUS



**Showcase, Connect,
and Promote
at the COMSEP
Annual Meeting!**

Contact us at info@comsep.org

The Council on Medical Student Education in Pediatrics (COMSEP) is an international community of educators who are passionate about advancing the art and science of medical student education in pediatrics. Members include pediatric educators, clerkship directors, program coordinators, administrators, and medical education leaders who come together at the COMSEP Annual Meeting to learn from each other through workshops, mentoring sessions, research presentations, collaborative meetings, as well as through networking and sharing ideas! Participants leave a COMSEP meeting energized by interactions with creative, enthusiastic, and like-minded educators, and carry great ideas back to their home institutions.

The COMSEP 2027 Annual Meeting will take place **from April 3 – April 6, 2027**, at the Philadelphia Marriott Downtown Hotel. We are now accepting applications for exhibits, sponsorships, and ads from commercial and non-profit entities who share similar missions and visions to that of [COMSEP](http://comsep.org).

EXHIBITORS

EXHIBITOR BENEFITS

- Access to 330+ pediatric educators
- Each tabletop exhibitor receives 1 exhibitor badge. Additional exhibitor personnel fee \$100 each; maximum 2 representatives; Exhibitor registration permits you to the Exhibitor Foyer/Hall, poster session(s) and non-accredited sessions.
- Your company/institution logo will be promoted in the Meeting Mobile APP (ability to upload graphics/information); on the COMSEP website (meeting page), and in the online meeting program

BOOTH INFORMATION/RATES - *see additional exhibitor information below*

Booth Size	One 6-foot table (skirted) with two chairs
Rate	\$1,100

EXHIBITOR VALUE PACKAGES

Exhibitor Value Package 1 – \$1,500 (\$200 savings!)

Includes exhibit space and one full page color ad. Only three packages are available.

Exhibitor Value Package 2 – \$2,800 (\$300 savings!)

Includes exhibit space and continental breakfast sponsorship. Only 2 packages are available.

SPONSORSHIP

COMSEP offers numerous sponsoring opportunities to promote your organization and/or products!

Supporter Level - \$500

Supporting COMSEP at this level provides you with your company/institution logo recognition on the Meeting APP, the COMSEP website (meeting page), and in the meeting online program with a link to webpage of your choice.

Poster Reception - \$4,000

The Poster Reception is an anticipated tradition that draws in all registered attendees and is a highly energetic event for friends and colleagues to reconnect and view the latest in science in a casual setting. *Tentatively scheduled for Sunday, April 4 at 6pm eastern.*

Includes: on-site signage at your selected SPONSORED event; your company/institution in the Meeting APP, the COMSEP website (meeting page), and in the online program with a link to webpage of your choice.

Coffee/Refreshment Breaks - \$2,000 per break

Sponsorship of a refreshment break will ensure your visibility and allow attendees to grab a quick refreshment/snack as they make the most of their time networking and visiting exhibitors. Recognition will be provided with signage near each refreshment station and in the online program and meeting APP.

Includes: on-site signage at your selected SPONSORED event; your company/institution in the Meeting APP, the COMSEP website (meeting page), and in the online program with a link to webpage of your choice.

ADVERTISING

Looking to hire the perfect person for that newly opened position? Want to put your company or that new product in front of everyone at the meeting? Advertisements are the perfect solution! Full page, 4-color ads will be posted in our online program, on our COMSEP meetings website page and on the official meeting App.

Advertising Fee: \$600

1 full page PDF - 8 inches wide x 10.5 inches high

COMSEP must approve all advertisements. *Deadline for submissions is 3/10/2027.*

KEY DATES & INFORMATION

Exhibitor Application Deadline: 2/25/2027

Exhibitor Cancellation Deadline: 3/5/2027

TENTATIVE Exhibit Hours – Eastern Time Zone

Note: any electrical accessibility, equipment, upgraded Wi-Fi, etc., will need to be contracted directly through the hotel. Logistics and information to follow.

Date	Exhibiting Hours	Function
Saturday, April 3, 2027	Set up 12pm	Pre-Meeting sessions
Sunday, April 4, 2027	7:00 AM – 7:30 PM	Poster Reception
Monday, April 5, 2027	7:00 AM – 4:30 PM	General Sessions/Breaks/Posters
Tuesday, April 6, 2027	7:15 AM – 10:00 AM	General Sessions/Breaks

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TERMS AND CONDITIONS

Terms of Payment

Full payment to the Council on Medical Student Education in Pediatrics (COMSEP) is required upon approval of application/contract. Exhibit Space will not be assigned or held without approval and full payment.

Assignment of Space

Exhibit Tables are assigned upon receipt of applications on a first-come, first-served basis and at the discretion of COMSEP management. Space is limited. Every effort is made to satisfy exhibitor space requests. COMSEP management reserves the right to make space assignment changes and reserves the right to transfer assignments when deemed to be in the best interest of the total exhibits. We do not provide table numbers. A tent card with the exhibitor's name will be placed on the table assigned to them.

Cancellation Policy

Exhibitors have until **3/5/2027 at 5pm eastern** to cancel their Exhibitor application. All cancellations must be received in writing by the cancellation deadline date. You can send your email to info@comsep.org. Please note that all refunds will be subject to a service charge of 50 percent of the net contract price. Cancellations received after 3/5/2027 will not be eligible for a refund.

Furniture Rental, Decorations, Labor

Each exhibitor will be provided with two chairs and a skirted table. Decorator services are not available through COMSEP. Electricity charges are the responsibility of the exhibitor. As the time gets closer to the meeting, confirmed exhibitors will receive communication from the COMSEP office that will include "Exhibitor Equipment Form", shipping information, exhibitor location (room name) and exhibitor schedule with any revisions.

Shipping

All costs associated with the shipping and receiving of exhibit materials are the exhibitor's responsibility. All exhibit materials can be shipped directly to the hotel. Information to follow.

Security

Each exhibitor should make provisions to safeguard his/her goods from the time they are placed in the booth until the time they are removed. COMSEP and the Hotel are not responsible for loss or damage. COMSEP will not provide security personnel in Exhibitor or meeting space areas.

Notice of Disability

In compliance with the Americans with Disabilities Act, COMSEP will make reasonable efforts to accommodate persons with disabilities at the COMSEP Annual Meeting provided ample notice of a need is given to COMSEP. If you have special needs, please email info@comsep.org.

Housing Rates and Reservations

A block of rooms has been secured for COMSEP meeting attendees and exhibitors at a discounted rate. Visit the meeting website for updates and hotel booking information as they become available: [Annual Meeting – COMSEP](#).

For all meeting information
[Annual Meeting – COMSEP](#)

Questions/Next steps:
Contact us at info@comsep.org

