

Special Operations Medical Association's Scientific Assembly (SOMSA) *Affiliate Group Events*

June 28 - July 2, 2021 Charlotte Convention Center Charlotte, North Carolina

Please complete one form for each function requested.

All forms must be received by **May 17, 2021** to be considered.

Please Note: Affiliate Group Events are not allowed to be scheduled during educational sessions.

Company Name: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Telephone: _____

Email: _____

Once your event is approved, you will be sent a confirmation email including an invoice for total amount due. Event space will not be confirmed until payment is received. If function is canceled, fees are non-refundable.

Type of Event: Meeting Hospitality Suite Other _____

Preferred Date of Event: _____ **Preferred Time of Event:** (Begin & End) _____

Number of Attendees: _____

Type of Setup: Classroom Rounds Theater Conference Hollow Square U-Shape

Name of Event: _____

Purpose of Function: _____

Function Fee Schedule

The following fees apply to affiliate group events held in conjunction with the SOMA Scientific Assembly at the Charlotte Convention Center.

Pricing

- | | |
|--|--|
| <input type="checkbox"/> Less than 750 square feet \$250 | <input type="checkbox"/> 2,501 square feet or more \$750 |
| <input type="checkbox"/> 751 – 1,500 square feet \$350 | <input type="checkbox"/> Non-Exhibiting Company \$1,500 |
| <input type="checkbox"/> 1,501 – 2,500 square feet \$500 | |

Please email this form to the SOMA Meeting Manager, **Debbie Jennings**, soma@kellencompany.com. Once your event is approved, you will be sent a confirmation email including an invoice for the total amount due. Event space will not be confirmed until payment is received. If function is canceled, fees are non-refundable.

Please note: Based on space restrictions, we may not be able to accommodate your request. If space is unavailable during your requested date or time, we will provide you with an alternative.

