



**IOWA**  
NEUROLOGICAL  
ASSOCIATION

# 2025 ANNUAL MEETING EXHIBITOR PACKET

**October 4, 2025**  
**Hyatt Regency | Coralville, IA**

## CONTACT US



515-421-4773



515 E Locust Street DSM IA



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## INA Annual Meeting

Hosted by the Iowa Neurological Association, the Annual Meeting is the premier neurology conference in Iowa. Neurologists and other neurology professionals will come from all practice settings across the state. This one-of-a-kind event features exhibits, a full day of continuing medical education, and between 20-30 attendees interested in seeing and learning about all that is new in the world of neurology. Held at the beautiful Hyatt Regency in Coralville, Iowa - this is not an event to miss!

## Enjoy the Luxury of the Hyatt Regency - Coralville at a Discount

Enjoy the beautiful Hyatt Regency at a discounted rate when you attend the INA Annual Meeting. Rates are \$164 per night. Please follow this [online booking link](#) to reserve your room online. Be sure to book **by September 12** to get the conference rate!

Experience thoughtful service, modern amenities, expansive outdoor spaces, and immerse yourself in the community with local artwork and the Iowa Writer's Library. Just steps from the vibrant Iowa River Landing community and a short drive to the University of Iowa, this natural retreat is located right next to the action and is perfect for leisure stays or business.

## Exhibitor Schedule

### Friday, October 3

6:00 - 8:00 PM      INA Member Social (Optional)

### Saturday, October 4

6:30 - 7:30 AM	Exhibitor hall set up
7:30 - 8:00 AM	Breakfast with attendees
8:00 - 12:00 PM	Educational sessions
12:00 - 1:15 PM	Lunch
1:15 - 3:30 PM	Educational sessions
3:30 - 4:00 PM	Exhibit hall move out

\*\*\*Exhibit hall is open all day for attendees to network with booths

## Booth Details

**\$1,600 per booth (6x2 foot table)**

Each booth includes:

Skirted table and two chairs

Identification sign

Exhibitor credentials & food and beverage



## Setup and Removal

Saturday morning has been reserved for exhibit installation. **No booth may set up prior to Saturday, October 4.** All booths must be set up by 7:30 AM. The exhibits officially open at 7:30 AM and close for the day at 4:00 PM.

Exhibit hall tear down will follow the close of business at the meeting. **All exhibit materials must be removed from the hall by 5:00 PM.**

To register, please complete the online exhibitor registration no later than September 12, 2025. Please note, you will have the option to be invoiced and pay by check. Checks should be made out to Iowa Neurological Association and returned to:

515 East Locust Street Suite 400  
Des Moines, IA 50309

Please direct questions to:  
gfleming@iowamedical.org

## Additional Booth Furnishings

In addition to the package we offer, your company may choose to add on power to your booth. For an additional \$10, your company will be assured power access during the event for any display needs that you may have. With questions about the power supply, please direct your questions to INA and we will consult with our AV company.

## Reserve Booth Space

Booth assignments are made on the basis of availability and the date your contract is received. Priority is awarded to prior exhibitors.

Space will not be assigned without payment. Following receipt of contract and fees, the individual listed as the main contact will receive a confirmation email indicating booth approval. Booth assignments will be communicated one week prior to the event. We reserve the right to adjust the floor plan or to deny an exhibit to any questionable firm.

## Shipping

If your company will be shipping any items directly to the hotel, please notify INA so that we may ensure those items are available for you the day of the meeting. We will coordinate with the hotel a pickup location for any items shipped ahead of time.

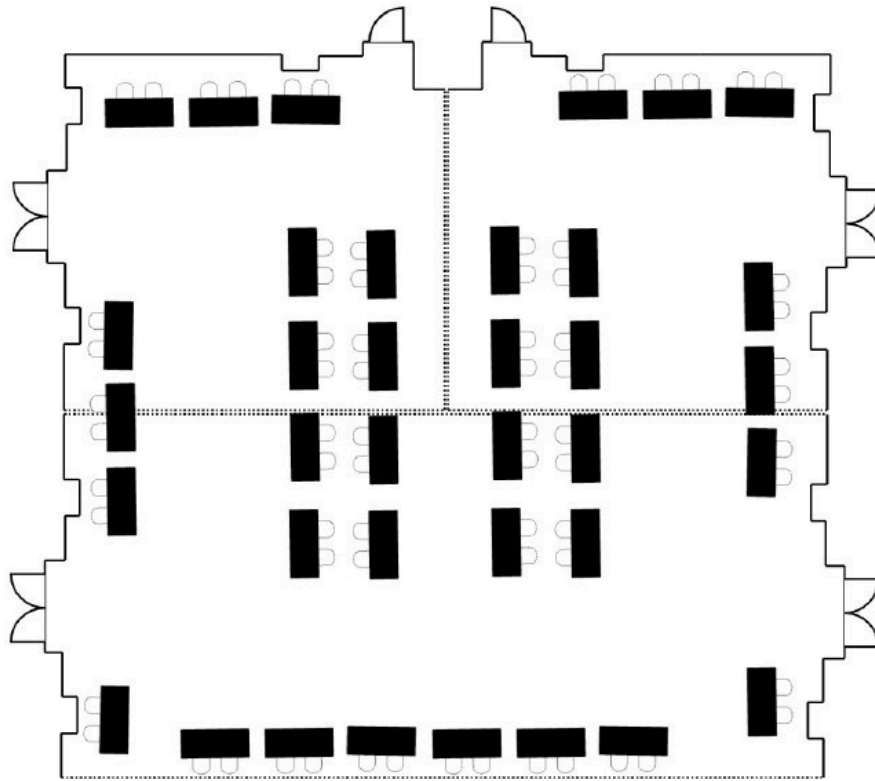
## Meals & Events

The following events and meals are included in the cost of the exhibit booth for representatives:

Saturday breakfast, lunch, snacks, coffee, and beverages.

Saturday educational sessions

# Exhibit Hall & Reception Layout



*Layout example. Booths will be assigned.*

## Exhibitor Representatives

Conference badges are required for people working the exhibit area. Exhibiting organizations are required to register each representative with a **maximum of two** per booth. During your online registration, you will list all persons who will be working at your exhibit booth. Please register your main point of contact first.

## Terms & Conditions of Exhibiting

1. The Iowa Neurological Association, referred to as INA here after, act for exhibitors or their representatives in the capacity of agent - not as principal. INA assumes no liability for any act of omission or commission in connection with this agency. The exhibitor and representative hereby release and, in addition, agree to hold harmless INA and the Hyatt Regency Coralville from any and all costs, expenses, and liabilities for loss or damage ensuing from any cause.
2. Each party agrees to be responsible for its own property, through insurance or self-insurance, and to hold harmless of all other parties from damage caused by theft or other perils normally covered by extended coverage, or fire.
3. INA will determine eligibility of any company for exhibit. INA may request removal of any exhibit or promotion, wholly or in part, if in its opinion, it is not in keeping with the character and purpose of INA.
4. Exhibits should not project beyond the space allocated nor should they obstruct or interfere with traffic to other exhibits.
5. Refunds will be issued on a case-by-case basis, but not after 4 weeks prior to the conference. Companies will be responsible for covering the refund fee associated with their purchase.



IOWA NEUROLOGICAL ASSOCIATION'S

# FALL MEMBER SOCIAL

Add your attendance to the fall member social on to your registration. Drinks and appetizers will be provided by INA.

OCTOBER 3

6:00 PM - 8:00 PM

