

**Request for Proposals
The American Academy for Oral and Systemic Health
AAOSH Regional Summit 2027**

Contact Information

Event Name: AAOSH Regional Summit RFP (Two Events)

Event Dates: January/February 2027; May/June 2027

Contact: Violet Crabb
Executive Director
615-474-0076
support@aaosh.org

Host Organization: The American Academy for Oral and Systemic Health
2501 Chatham Road #4958
Springfield, IL 62704
www.aaosh.org

Organization Type: 501(c)3 Association Non-Profit Organization

Event Profile

Organization Overview:

Established in 2010, the American Academy for Oral Systemic Health (AAOSH) is a dynamic 501(c)3 non-profit organization uniting forward-thinking healthcare leaders and professionals to revolutionize the understanding of the critical connection between oral health and overall well-being. AAOSH brings together a diverse network of health professionals from various disciplines, corporate innovators, passionate health educators, and visionary healthcare leaders.

Our vibrant community fosters collaboration, drives groundbreaking research, and hosts engaging events designed to inspire and empower members to transform healthcare practices. Through these efforts, AAOSH is committed to creating a future where integrated care improves individuals' oral and systemic health and strengthens our communities' vitality. Join us in advancing the movement toward better health for all!

Event Description:

The American Academy for Oral Systemic Health (AAOSH) Regional Summits provide two additional networking and learning opportunities every year for those members who either (1) want to expand their CDE/CME learning credits or build additional hours into their AAOSH Fellowship Application and/or (2) build relationship with other medical and dental professionals before our Annual Sessions event that is held September. This event that brings together visionary healthcare professionals committed to advancing the connection between oral health and overall systemic health. These smaller summits are typically themed based and localized on the needs of our members in their region. As with all our events, Regional Summits blend the groundbreaking spirit of the mouth-body connection – that dental care is healthcare – with a dynamic program designed to inspire innovation, foster interdisciplinary collaboration, and elevate patient care.

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Starting in 2026, we will again be offering members live event regionals. Given our growing membership and the success of our virtual events that offer a similar program, we know our members are excited to see the regional programs return for the first time since 2023.

Our Programming Committee is currently reviewing over 250 proposals for our 2026 Regional Summits. We are in the process of narrowing down our selections and beginning site visits.

We hope to be able to present our members with sites for our 2026 and 2027 Regional Summits as soon as possible.

Attendee Profile:

AAOSH conference attendees come from across the United States, with the majority of our members residing in Texas, California, Georgia, Florida, Washington, Michigan, and Ohio.

Our audience is highly educated and extremely health-conscious, with 97% of our membership consisting of MDs, DOs, DDSs, DMDs, RDHs, BSNs, RNs, APRNs, MBAs, CDSHs, PhDs, Double-Board Certified Physicians, Fellows of Various Medical/Dental Education Associations, Decision-Makers, Practice and Office Owners, and DSO Owners and Operators.

What makes our organization unique is that our office and practice owners tend to bring their entire staff to our meetings – from the front office staff to the owner. Attending is a team event meant to educate everyone on the life-saving knowledge of the mouth-body connection.

Event History:

Year	Venue	City	Dates	Attendance	Room Rate
2026	RFPs Under Evaluation	TBA	September 2026	300	TBA
2025	Cooper Hotel, Convention Center, and Spa; <i>Hilton Lincoln Centre (Secondary Hotel)</i>	Dallas, TX	September 11-13	300	\$199.00
2024	Grand Sierra Hotel and Casino (National Event)	Reno, NV	September 11-14	450	\$175.00
2023	Caribe Royale Resort (National Event)	Orlando, FL	September 6-9	875	\$199.00
2023	Hilton Anatole (Regional Event)	Dallas, TX	August 24-25	150	\$225.00
2023	Peery Place Hotel (Regional Event)	Salt Lake City, UT	March 25-26	175	\$175.00
2023	Hyatt Regency (Regional Event)	Chicago, IL	February 23-24	200	\$209.00

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2023	Nationwide Hotel and Conference Center (Regional Event)	Columbus, OH	January 18-19	150	\$156.00
2022	Sheraton Grand at Wild Horse Pass	Phoenix, AZ	September 15-18	750	\$210.00
2022	Fairmont Hotel Millenium Park	Chicago, IL	February 23-24	250	\$250.00

Hotel Location Preferences

- Easily accessible from major airports, major railways, and/or major highways.
- Team-friendly venue

Hotel Date Requirements

Arrival Pattern:	<p>**Internal Staff check in on Thursday and leave on Saturday</p> <p>**Exhibitors check in on Thursday and check out on Friday or Saturday –</p> <p>**Attendees check in on Thursday and check out on Friday or Saturday</p>
Preferred Dates:	First Event – January/February; Second Event- May/June
Dates to Avoid:	Major National and Religious Holidays
Dates Flexible?	Yes
Pattern Flexible?	The pattern is not flexible (Thursday Check-In; Friday Check-Out) All other night will be the responsibility of the member and not the block.

Guest Room Block Requirements

	Rate (USD)	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Run of House	179-245	0	0	0	0	70	0	0
Staff	159-215	0	0	0	0	4	4	0
TOTAL		0	0	0	0	74	4	0

Total Room Block: 78 (Across All Nights)

Reduced Staff Room Rates Requested: 4 rooms - 2 suites and 2 standard rooms

Method of Reservations: AAOSH will reserve 4 rooms (2 suites and 2 standard rooms) for our Internal Staff and up to 8 rooms for our speakers. All others will be required to reserve their own rooms

Room Rates: Negotiable

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Function Space Requirements

AAOSH Regional Summit serves as both a mini-tradeshow and a full educational experience for our members and attendees. We work hard to provide a seamless experience for our exhibiting partners, many of whom have been with AAOSH since our inception and our first event in 2012.

The same is true for our attendees. Many of our attendees have attended every event we have hosted since 2012. They expect the best educational experience, as well as a chance to collaborate and connect with long-time friends and colleagues.

Given both of these expectations, we require the following spaces for our event.

****Table For Registration****

Our members will need a location to sign in, receive their registration badge, their tote bag, and initial information about how to receive continuing education credits. This can simply be a table outside of the room.

****Exhibition Space****

We offer a year-long partnership with our exhibiting partners, which draws a number of start-up companies, long-time supporters, and high-dollar exhibitors to our event. In the past three years, as many as 250 exhibitors have asked for floor space at our Annual Session/Collaboration Cures. **For 2027, we will examine and accept applications from 15-20 exhibitors on the show floor.**

Our exhibitors would require the following:

- 6ft or 8 ft table
- table covering
- trash can
- electricity
- 2 chairs
- wifi access

We will serve lunch and breaks in the same areas that houses our exhibitors. We would always want to serve all meals and breaks in the Exhibit Hall to help traffic move into these areas. All of our meals will be simple (box lunch, simple breaks with coffee, tea, and snacks).

****Classroom****

This will be the main meeting room for all Keynote Speakers, Main Learning Events, and Receptions.

Room Basics

- Classroom-Style or Theater Style seating for 60
- A/V, Large Screens for Presentations
- The ability to connect a single laptop computer to large screens
- Wireless speaker microphone
- Presentation pointer and clicker
- Podium for the speaker.
- *Please Note: Our attendees are used to theater-style seating for learning. It's a common room set up for almost all oral-systemic training events.*

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Daily Mock Schedule

This schedule is based on our last 2023 Regional Summit.

Day	Start Time	End Time	Function	Room Setup	# of Guests
Thu	2:00 PM	5:00 PM	Exhibitor Set-up	Exhibit Floor (Tables for 15+ Exhibitors) 6ft or 8 ft table, table covering, trash can, electricity, 2 chairs, and wifi)	
	2:00 PM	6:00 PM	Registration Table	Table outside of Exhibit Space to give members registration materials	
	6:00 PM	8:30 PM	Ballroom	Banquet or Reception Style Seating; A/V	150
Fri	7:00 AM	4:30 PM	Exhibit Space Opens (Set-up continues – Opens to the public at 7:30 AM and closes at 4:30. Vacated by 6:30 PM)	Exhibit Floor (Tables for 15+ Exhibitors) 6ft or 8 ft table, table covering, trash can, electricity, 2 chairs, and wifi)	
	7:30 AM	8:30 PM	Registration Table	Table outside of Exhibit Space to give members registration materials	
	8:30 AM	5:30 PM	Ballroom	Classroom Style or Theater Style set up with A/V, larger screens for presentations	100

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Food & Beverage Requirements

	Continental Breakfast	AM Break	Lunch	PM Break	Reception	Dinner
Wed	0	0	0	0	0	0
Thu	0	0	0	0	175	0
Fri	150	175	175	175	0	0
Sat	0	0	0	0	0	0

- Thursday's Reception will include drink tickets and cash bar.
- Catering and Beverage menus should be included.
- Breaks should include coffee, tea, water, and snacks examples.

Concessions Desired

- One (1) comp room per 35 rooms filled
- 2 VIP Suite Upgrades at group rate for staff
- 20% Guest room attrition slippage without penalties
- Discounts on Food, Beverage, and A/V

Proposal Specifics

Questions:

Direct all questions and requests for additional information regarding this RFP to:

- Violet Crabb, Executive Director
- violet@aaosh.org

Timeline:

Below is a tentative timeline to review and process RFPs. Submissions will be reviewed on a rolling basis.

RFP Distributed:	April 13-July 1, 2025
Proposals Due:	August 31, 2025
Review Proposals:	September 15-September 30, 2025
Notification of Finalist Selections:	October 1, 2025
Conduct Site Inspection:	October 10, 2025 – October 31, 2025
Final Decision:	November 1, 2025

Decision Notification Method:

- Email
- Website announcement - www.aaosh.org/rpfs

Key Decision Factors:

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Primary:

- Room Rate
- Meeting Space Availability / Flexibility
- Proximity To Major Airports, Highways, and/or Railways
- Overall cost of food, beverage, and A/V
- Site Inspection

Additional:

- Hotels that boast multiple restaurants, bars, and eateries open throughout the day and night.
- Creative and competitive concessions.

Submission Requirements

When submitting your proposal, please include the following:

- Facility name, address, and primary sales contact.
- Available dates that are based on the above requirements.
- Guest room block and rates that are based on the above requirements.
- Function space maps that are based on the above requirements.
- Standard sales kit for the facility (link to an online sales kit or downloadable PDF is preferable).
- Site Visit and Inspection Options
- Price Lists, including any additional fees (gratuities, service charges, resort fees, sales tax, etc.)
- Sample menus (including specialty cocktails, heavy hors d'oeuvres for receptions, box lunches)
- Description of your facility's experience – how many events of similar size and scope has the property hosted in the past year?
- Renovation information – When was the property last renovated? What type of renovation? Are there plans for future renovations? If so, when?
- Does the property operate under union labor rules? Y/N
- Do you allow outside A/V? If yes, how much is the corkage fee?
- Does your property have an onsite business center and/or shipping provider? (e.g., FedEx). If so, include a pricing list for shipping/receiving.
- Does the property offer a shuttle to/from the airport?
- General Area Information
 - Attractions
 - Restaurants
 - Uber/Lyft Availability and Limitations
 - Public transportation options
- Proximity of property to airport, rail station, and/or major highway

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Submission Instructions

- Each respondent must include the information requested under the *Submission Requirements* section of this RFP.
- The hotel/CVB is solely responsible for expenses related to preparing and completing a response to this RFP.
- **Incomplete and/or late responses will not be considered.**
- Deadline to submit: **August 31, 2025**
- All RFPs must be submitted via our form portal: <https://tinyurl.com/AAOSHrfps2728>
- We do not accept emailed proposals.