



**25<sup>th</sup>**  
**ANNIVERSARY**  
CELEBRATION



9 - 12 MAY | EUGENIDES FOUNDATION

# SPONSOR MANUAL

[www.roots-summit.com](http://www.roots-summit.com)



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# WELCOME

... to four days of interaction, the latest trends and innovations, high-end live education and inspiring discussions on the topic of endodontics!

## WELCOME TO ROOTS SUMMIT!

ROOTS SUMMIT 2024 is certain to be an even more resounding success than the last few extremely successful events. More than 500 expected participants from all over the world will have the opportunity to attend lectures and workshops held by leading clinical and scientific experts. The congress thus offers dental professionals an unparalleled platform of high-level, clinically significant scientific education. ROOTS SUMMIT 2022 welcomed participants from 50 different countries, and 2024 is shaping up to be even bigger.

We want you to spend time with the participants, so we have scheduled the following times when catering will be provided on the exhibition floor:

- Two 30-minute coffee breaks per day
- Daily 60-minute lunch breaks

In addition to the scientific program during the main congress, ROOTS SUMMIT offers a number of pre-congress workshops that will update participants on the most current treatment options and concepts, innovative techniques, and state-of-the-art methods, techniques and clinical tips in endodontics.

We are pleased to have you as a sponsor on-site. In addition to one of the most respected scientific programs in endodontics, ROOTS SUMMIT offers dental product manufacturers the opportunity for professional and personal engagement with key opinion leaders and top-level endodontics professionals from around the world. Many of you have already developed long-term working and customer relationships over years of attending ROOTS SUMMIT.

Thank you for joining us!

## ABOUT ROOTS SUMMIT

Facebook has been an amazing catalyst for bringing endodontists and general dentists together, intellectually and scientifically, while in pursuit of improved patient outcomes. However, being together with people of shared interest, passion, dedication and ethics is where the magic really happens, the strongest connections are made and the true community of ROOTS SUMMIT is best experienced.

From the late 1990s, our mission has been to be an open and inclusive global learning forum accessible to anyone involved in any aspect of the practice of endodontic therapy. In this spirit, we invite you to join us in Athens from 9 to 12 May 2024.

## THE ORGANIZERS OF ROOTS SUMMIT



### DR. DAVID E. JARAMILLO

Scientific Chairman

### DR. FREDDY BELLiard

Co-chairman

### STEPHEN JONES

Co-chairman



# GENERAL INFORMATION

## ORGANIZER

Root Education  
1037 East Chalynn Ave  
Orange, Calif. 92866, USA

## CO-ORGANIZER

Dental Tribune International  
GmbH  
Holbeinstr. 29  
04229 Leipzig, Germany

## CONGRESS VENUE

Eugenides Foundation  
Andrea Siggrou Avenue 387,  
Paleo Faliro 175 64,  
Athens, Greece

Contact:  
Maria Drasioudi  
E-mail: [conference@eef.edu.gr](mailto:conference@eef.edu.gr)  
Phone: +30 210 94 69 675

## MAIN CONTACTS

### SPONSORSHIP AND EXHIBITION MANAGEMENT CONTACTS

Madleen Zoch  
[m.zoch@dental-tribune.com](mailto:m.zoch@dental-tribune.com)  
+49 162 1963573

Stephen Jones  
Email: [endoguyk3@gmail.com](mailto:endoguyk3@gmail.com)  
Phone: +1 714 747 6369

### BOOTH BUILDER CONTACT

Rebranding  
Mesogeion av. 330,  
Agia Paraskevi 153 41  
[rebranding.gr](http://rebranding.gr)  
Dimitris Fiflis  
Email: [dimitris.fiflis@gmail.com](mailto:dimitris.fiflis@gmail.com)  
Phone: +30 6944524845

### ON-SITE ORGANISER

OMNIPRESS  
Leof. Mesogeion 330,  
Ag. Paraskevi 153 41,  
Athens, Greece  
Effie Demertzi  
E-mail: [effie@omnipress.gr](mailto:effie@omnipress.gr)  
Phone: +30 2102222637

## IMPORTANT DEADLINES

### TUESDAY, APRIL 2, 2024

Sponsors must return signed continuing education documents. These will have been sent to the sponsor separately. Please send to [sponsorship@roots-summit.com](mailto:sponsorship@roots-summit.com).

### TUESDAY, APRIL 2, 2024

Sponsors must submit completed on-site staff information forms (Appendix 1), in order to receive their congress badge on-site. Please send to [sponsorship@roots-summit.com](mailto:sponsorship@roots-summit.com).

### THURSDAY, APRIL 4, 2024

Sponsors can order assistance on booth design and additional furniture.

Please contact:  
Rebranding  
Mesogeion av. 330,  
Agia Paraskevi 153 41

Contact:  
Dimitris Fiflis  
E-mail: [dimitris.fiflis@gmail.com](mailto:dimitris.fiflis@gmail.com)  
Phone: +30 6944524845  
[rebranding.gr](http://rebranding.gr)

## EXHIBITION SCHEDULE

### BOOTH SETUP

Hands-on course rooms: May 8, 02:30 p.m.\*  
Booth setup: May 8, 02:30 p.m.\*  
May 9, 08:00 a.m.

### EXHIBITION OPENING HOURS

May 10, Friday: 08:30 a.m. – 06:30 p.m.\*  
May 11, Saturday: 08:30 a.m. – 06:30 p.m.\*  
May 12, Sunday: 08:30 a.m. – 03:30 p.m.\*

### BOOTH DISMANTLING

May 12, Sunday: until 10:00 p.m.\*

\* Times may be subject to change.



## CONGRESS VENUE

ROOTS SUMMIT 2024 is to be held in the conference halls of the Eugenides Foundation, a landmark building complex right next to the waterside, but still close to the city centre. It was established in 1956 implementing the will of the national benefactor Eugenios Eugenides Foundation, who had died in 1954.

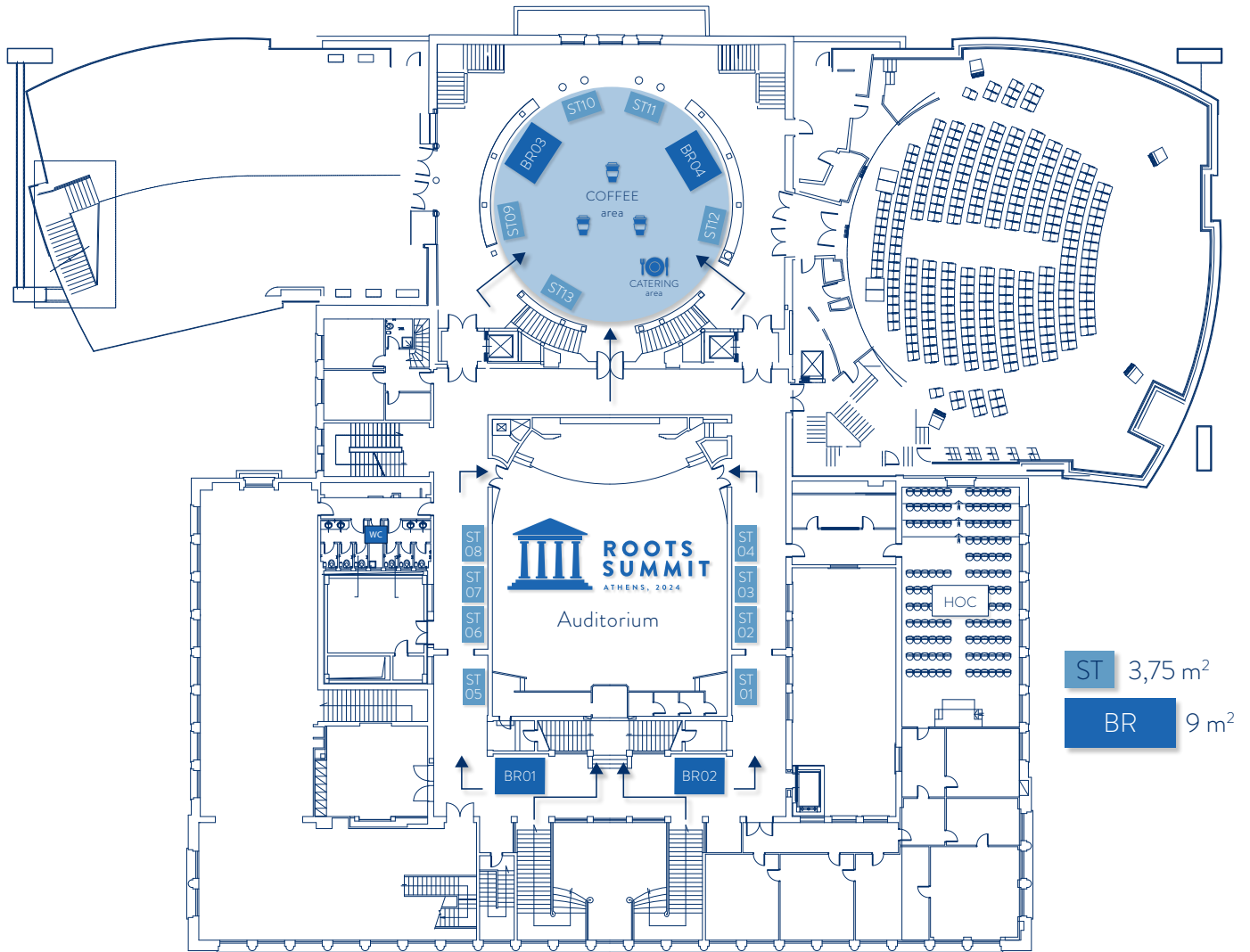
Two large lecture halls and two floors for exhibition assure enough space to showcase, get together, educate and meet again after two years.

The Eugenides Foundation has been hosting scientific and technical education events for over 60 years in its purpose-built lecture theatre. In the last 20 years alone, the fully renovated conference and lecture rooms have hosted over 1,400 Greek and international events and welcomed 470,000 participants.



# FLOORPLAN

Standard: 3,75 m<sup>2</sup> | Bronze Booth: 9 m<sup>2</sup> | Silver Booth: 20 m<sup>2</sup> | Gold Booth: 36 m<sup>2</sup>



## EUGENIDES FOUNDATION

Andrea Sigrrou Avenue 387, Paleo Faliro 175 64, Athens, Greece | Phone: +30 210 94 69 675 / [www.eef.edu.gr/en/](http://www.eef.edu.gr/en/)



# FAQ

## ACCOMMODATION

Please find some recommended hotels near the Eugenides Foundation:

**Athens Marriott Hotel:**

[www.marriott.com/athens-marriott-hotel](http://www.marriott.com/athens-marriott-hotel)

**Grand Hyatt Athens:**

[www.hyatt.com/hotel/grand-hyatt-athens](http://www.hyatt.com/hotel/grand-hyatt-athens)

**InterContinental Athenaeum Athens, an IHG:**

[www.ihg.com/intercontinental/hotels/athens](http://www.ihg.com/intercontinental/hotels/athens)

## CATERING

Two coffee breaks will be held every day from 10:30 to 11:00 a.m. and from 3:00 to 3:30 p.m. Additionally, there will be daily lunch breaks from 12:30 to 1:30 p.m. in the catering areas on the exhibition floor.

## CLEANING

The exhibitor is responsible for removing all waste from the booth area and Eugenides Foundation exhibition spaces. Any waste (including promo materials) that remains in the space before, during or after the exhibition will be removed at the exhibitor's expense. Standard clean-up of municipal waste (not e.g. waste from building booths, non-standard packing material, etc.) in the shared hallways is included in the space rental price.

## ON-SITE ASSISTANCE

The Eugenides Foundation offers standard technical equipment. For more information, please contact the venue directly. Equipment required for booths should be requested by April 4, 2024, at the latest. For special enquiries concerning technical equipment, please contact Effie Demertzi from OMNIPRESS at [effie@omnipress.gr](mailto:effie@omnipress.gr). For any other booth equipment /furniture please contact the official booth builder (Rebranding) through the contact details.

## SHIPPING

If you plan to send your equipment and goods to the Eugenides Foundation via a logistics company, the venue organizer recommends the following service:

All shipping by you as a sponsor is subject to the logistics company's terms and conditions. ROOTS SUMMIT will not be held liable for any damaged, lost or stolen goods. Insuring the shipped goods against loss and/or damage is in the sponsor's own interest and has to be paid for by the sponsor.

## DELIVERY ADDRESS:

**Small Shipments (courier, air shipments etc.):**

ATTN: CONFERENCE CENTER / MR THOMAIDIS

+302109469675

EUGENIDES FOUNDATION, PENTELIS 11, PALAIO FALIRO, 17564, ATHENS, GREECE

Please make sure to put a label with the following information on your package/s:

[Your company Name] ROOTS SUMMIT

[Booth number of your company] OMNIPRESS

The shipping service provider can be freely chosen by the company. The Eugenides Foundation is not responsible for the custom office. Please contact OMNIPRESS for any inquiries. Any shipped goods may not be delivered before 25 April 2024. Please inform OMNIPRESS via [effie@omnipress.gr](mailto:effie@omnipress.gr) about the exact number of packages (please also add your company name) before the arrival of the goods.

## STORAGE

Sponsors may leave their goods at the event overnight at their own risk. ROOTS SUMMIT will not be held liable for any damaged, lost or stolen goods. Goods may not be stored at the venue after the event has finished and goods left may be destroyed.

## USE OF ROOTS SUMMIT MARKETING MATERIAL

Sponsors are allowed to use the ROOTS SUMMIT logo on their company websites, on common social media platforms and in brochures, mailings, newsletters or other marketing materials for advertising related to the event only. However, please inform the organizer if advertising activities are in place.

We are happy to provide you with our logo. It can be downloaded from [www.roots-summit.com /Sponsors/](http://www.roots-summit.com/Sponsors/) Sponsors information.

## WI-FI

Wireless internet will be available throughout the event free of charge.



# SPONSORSHIP PACKAGES AND EXHIBITION SERVICES

## REGISTRATION AND BADGES

All registered sponsors and booth staff will receive badges displaying their names. This badge entitles the sponsor and booth staff to attend the main scientific congress and to receive on-site catering during the official coffee breaks and at the welcome reception.

Please complete the staff information form (see Appendix 1), ensuring correct and up-to-date information about your booth staff, and return it to [sponsorship@roots-summit.com](mailto:sponsorship@roots-summit.com) by April 2, 2024.

Sponsor badges will be handed out at the congress. Please make sure that you have your badges with you for the whole duration of the event. Entrance is only permitted with a valid pass.

## GUEST PASSES

Additional guest passes for nonsponsors are available. The sponsor packages include the following number of guest passes:

Gold: six staff members, ten guests

Silver: four staff members

Bronze: four staff members

Standard: two staff members.

Please complete the guest pass information form (see Appendix 2), ensuring correct and up-to-date information about your guests, and return it to [sponsorship@roots-summit.com](mailto:sponsorship@roots-summit.com) by April 2, 2024.

Guest pass holders are entitled to access the main program of the event. Guest passes are not valid for hands-on courses and passes for these have to be purchased separately.

## EXHIBITOR PASSES—CONFERENCE PACKAGE

Additional passes for staff members and exhibitors can be purchased separately. The conference package includes access to the exhibition floor as well as the provision of snacks and drinks during the coffee breaks.

Please contact [sponsorship@roots-summit.com](mailto:sponsorship@roots-summit.com) for queries.



# SPONSORSHIP PACKAGES AND EXHIBITION SERVICES

## PARKING AND UNLOADING GOODS

An open garage is available for exhibitors to facilitate the loading and unloading of goods. However, due to limited space, it is not possible to park vans or cars for the entire day.

The garage can be accessed via Ellinidon 2, Palaio Faliro, 17564.

## PARKING FOR CARS

P1: Pentelis 25, tel.: (+30) 210 9409 009, (+30) 6970 854 445

P2: PEA parking, Zisimopoulou 24, tel.: (+30) 210 94 95 000, (+30) 6985 155 622

P3: Ellinidon 21 & Agion Anargyron, tel.: (+30) 6939 239 559



**EUGENIDES  
FOUNDATION**  
Andrea Siggrou Avenue 387,  
Paleo Faliro 175 64,  
Athens, Greece  
Phone: +30 210 94 69 675  
[www.eef.edu.gr/en](http://www.eef.edu.gr/en)

# LOGISTICS AND BOOTH REGULATIONS

## STAND CONSTRUCTION AND SAFETY REGULATIONS

The booths should have no more than one back wall. No shell scheme booths or solid constructions with two walls or more are allowed.

No booth should exceed a height of 2.5 m.

Sponsors are limited to their allocated booth spaces. No form of advertisement, promotion or furniture is allowed to exceed the sponsor's space or to be placed in the passageways at any point. Brochures, catalogues or giveaways are to be distributed by the sponsors at their own booths only. Each booth must be self-supporting and may not be attached to the ceiling, floor, railing or columns of the exhibition stand. Using the ceiling, floor, railing and columns as support for the stand is prohibited. Because of fire safety regulations, the construction of stand ceilings is not permitted. Any attaching and leaning of advertising material on walls, columns or other objects of the congress venue is not permitted. The sponsor will be held liable for violating these conditions. Fire detectors, hydrants, telephones, electric distributors, control panels and plugs must remain accessible. The use of open fires, spirits, heating oil or petrol is prohibited at any time. The congress management reserves the right to remove booth stands and equipment that are not in line with the regulations. The sponsor may only use the booth allocated to itself; the complete or partial sublet or transfer of the booth to another company (subtenant) must be approved by the organizer. The organizer reserves the right to terminate a sponsor's contract without further notice and to remove the booth at the sponsor's own expense if this regulation is violated. The organizer is authorized to increase the price for the booth or to add a subtenant fee/penalty. The sponsor is liable for all damages and is not entitled to claim for compensation.

## SECURITY

Escape routes and emergency exits, emergency lighting installations, fire extinguishing systems and fire alarms may not be blocked by standing or hanging objects at any time.

## FIRE PROTECTION RULES

All persons present in the building are obliged to act so as not to cause fire, including (without limitation) when using heating, electrical or other devices, in storing and using flammable or fire-prone substances and when using an open fire. All persons shall comply with the operating rules and all other instructions given by the Eugenides Foundation. At relevant designated places within the building, all persons shall comply with the fire-protection orders and prohibitions stipulated for the given place. No person may smoke or use open fire within the building except for premises designated for such activities. When leaving the building, every person must leave its workplace or place of its activities, as applicable, in a state preventing the occurrence of a fire. Every person is obliged to comply with orders (whether written or oral) issued by the Eugenides Foundation and/or other responsible person/responsible fire-protection officer in connection with fire protection measures within the building. A person shall notify the Eugenides Foundation responsible person and/or another responsible persons/responsible fire-protection officer without delay of any and all defects in the venue and/or the building affecting fire protection within the Eugenides Foundation and/or the building.

Persons present in the building may not:

- Consciously and without reason, call a fire-fighting unit and/or misuse any emergency telephone line
- Perform work that could cause a fire unless they have the professional qualification required by the special legal regulations for carrying out such work
- Damage, misuse or otherwise prevent the use of fire extinguishers or other fire-protection devices and fire-safety equipment
- Restrict or prevent the use of designated access areas and/or access roads for fire-fighting equipment and/or escape routes/emergency exits in/from the building

### **The following rules must be followed if any textiles and/or upholstered furniture are to be placed in the premises of the Eugenides Foundation by the exhibitors**

- Any installed textile curtains or draperies must have flammability indicator pursuant to the relevant technical standards
- Any upholstery materials/upholstered furniture used must meet the requirements set out by the applicable technical standards in terms of flammability.

### **Specific requirements for sales and exhibition stalls and the associated equipment placed by the client or its contractors in the relevant part of the premises of the Eugenides Foundation:**

- The stalls frames must be non-flammable
- The stalls roofs must be permeable for the use of fixed fire-extinguishing equipment and electronic sprinkler system
- The stalls roofs or any presentation tables/walls must not hinder the functioning of sprinklers placed in the ceilings or block inlet of air into the rooms and/or hinder the proper opening of windows
- Any stalls/tables/walls must be located to allow sufficient room for safe evacuation from the Eugenides Foundation in case of fire and/or other extraordinary events
- The following items must not be sold and/or exhibited at any sales and/or exhibition stalls: flammable liquids, fireworks, corrosive or highly oxidizing substances, explosives
- All interior equipment (including decorations, advertisement boards, etc.) must comply with the requirements of reduced flammability pursuant to the applicable technical standards
- Any other items intended for interior and made of wood, composite wood, plastic, paper, cardboard or tar paper must comply with the legally permitted fire reaction classes

## BOOTH INSPECTION

If the exhibitor fails to respect the standard fire and safety rules, the venue may decide to close the booth. In that case, the venue refuses to bear any liability for the exhibitor's potential losses.

## CONDITIONS

Fire prevention devices and A/C sensors may not be covered. Exceptional stand construction measures must be discussed with our stand building provider (Rebranding) and approved by our on-site organiser (OMIN-PRESS).



# LOGISTICS AND BOOTH REGULATIONS

## DISMANTLING

The sponsor shall fully vacate its allocated booth space at the end of the event, returning it in its original condition. Any alterations or damages to the property that the sponsor is unable to restore or remedy shall be reported to the Eugenides Foundation. The Eugenides Foundation is entitled to demand deposit of collateral for the restoration of the alteration or the repair of the damage. Dismantling may only be executed within the designated areas and times.

## LIABILITY AND INSURANCE

Equipment and all related display materials installed by the sponsor are not insured by the organizer. The organizer will under no circumstances be held liable for any loss, theft, damage or destruction caused to equipment, goods or property belonging to the sponsor and/or booth staff.

The sponsor undertakes to subscribe to a third-party liability insurance policy covering any damages caused to third parties on account of its own liability (including that of its employees, contributors and casual employees of any kind). The organizer is deemed not to be liable, in particular concerning any theft, loss or damages whatsoever of the aforementioned material.

The sponsor agrees to be responsible for its property and staff, as well as for the property and staff of its employees and agents, and for any third party who may visit the sponsor's booth space through full and comprehensive insurance. The sponsor agrees to hold the organizer blameless for any and all damage claims arising from theft and those perils usually covered by a fire and extended-coverage policy.

The sponsor must take out civil liability insurance and loss coverage for the goods belonging to the sponsor or conferred upon the sponsor. The loss insurance should include a renunciation of any legal action against the organizer and its insurers.

The supervision and surveillance of the booth and all personal items is the sponsor's responsibility at all times, including during setup, exhibition hours and dismantling.

The sponsor must also ensure to lock away valuable and portable goods outside of the exhibition hours.

The sponsor indemnifies the organizer against all event-related claims on matters out of the control of both the organizer and the Eugenides Foundation.

## STORAGE REGULATIONS AND LIABILITY

The organizer and the Eugenides Foundation are not liable for the completeness and condition of deliveries and temporarily stored goods. This also applies to possible damages resulting from storage at the Eugenides Foundation, as long as these damages did not result from intent or negligence on behalf of the Eugenides Foundation. It is the duty of the sponsor to inspect all deliveries for completeness and condition.

If any unmarked goods remain at the Eugenides Foundation after the end of the event, the Eugenides Foundation reserves the right to either store these goods or to dispose of them at the owner's expense.

## INTELLECTUAL PROPERTY

The sponsor must ensure the intellectual protection of materials, products and services it exhibits (patents, brands, models, etc.) on its own behalf. These measures shall be taken before the presentation of the aforementioned items, as the organizer shall not accept any liability in this regard, in particular in case of litigation involving another sponsor or visitor.

## DOCUMENTATION AND REFERENCE

The sponsor acknowledges that the organizer and authorized third parties may record or film, photograph, or make visual or sound recordings (including of the sponsor, without limitations) of the whole or any part of the congress.

The sponsor consents to the use of its image and voice in live or recorded digital or video broadcast or other display or transmission of the aforementioned media for any sort of advertising or documentation purpose.

## DOMICILIARY RIGHT

While the event is taking place, all involved parties on-site shall be subject to the domiciliary right of the Eugenides Foundation throughout its premises. All directions given by the Eugenides Foundation representatives must be complied with.

## DATA PROTECTION AND CONFIDENTIALITY

The collection, storage and processing of personal data is unavoidable for the registration and organization purposes of the congress. The sponsor's data will only be forwarded to third parties that are directly involved in the event procedures and if the organizational agenda requires it (i.e., organizer and directly linked service providers, congress venue, general installer and booth builder for the exhibition).

The sponsor consents to the registration, storage and processing of its data for the organization and handling of the event in accordance with the above requirements.

During the entire duration of ROOTS SUMMIT as well as after the event, the sponsor agrees to maintain strict confidentiality and secrecy toward third parties regarding all procedures, data and agreements. Each party will ensure that all personnel and agents entrusted with tasks and duties, including all procedures in connection with this cooperation, are aware of and adhere to this commitment.

## COLLATERAL AGREEMENTS

Collateral agreements to the contract or these regulations are only effective if confirmed by the organizer in written form.

# APPENDIX 1

Please complete this form and return it by Tuesday, April 2, 2024, to [sponsorship@roots-summit.com](mailto:sponsorship@roots-summit.com).

## STAFF INFORMATION FORM

Please complete the following information regarding your planned on-site booth staff at the 2024 ROOTS SUMMIT at the Eugenides Foundation, in order to receive your congress badge on-site.

All fields are mandatory.

## FILL IN FOR CONGRESS BADGE (INCLUDED IN SPONSORSHIP PACKAGE)

| First Name | Surname | Email | Telephone |
|------------|---------|-------|-----------|
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |

Main contact person for your booth: ..... (name, surname)

## FILL IN FOR SATURDAY PARTY

Number of tickets you would like to purchase for the SUMMIT party on 11 May (100€/person): .....

\* This is a binding booking and an invoice for all ordered tickets for the Saturday evening party will be issued to the company address before the event.



**LET'S MEET ON SATURDAY NIGHT (7:30<sup>PM</sup>)**  
**AT one of the highest-rated**  
**LOCALES IN GREECE**  
**RESTAURANT „ARK“**

**11 MAY, SATURDAY**  
**EVENING EVENT - ARK**

**ORDER  
YOUR  
TICKETS  
NOW**

# APPENDIX 2

Please complete this form and return it by Tuesday, April 2, 2024, to [sponsorship@roots-summit.com](mailto:sponsorship@roots-summit.com).

## GUEST PASS INFORMATION FORM

Please complete the following information for your guest passes.

All fields are mandatory.

### FILL IN FOR GUEST PASSES (ADDITIONAL PASSES, NOT INCLUDED IN SPONSORSHIP PACKAGE)

| First Name | Surname | Email | Telephone |
|------------|---------|-------|-----------|
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |
| .....      | .....   | ..... | .....     |

Main contact person for your booth: ..... (name, surname)

### FILL IN FOR SATURDAY PARTY

Number of tickets you would like to purchase for the SUMMIT party on 11 May (100€/person): .....

\*Please fill in all the information for the guest passes. You will then receive an offer that you can confirm, following an invoice that will be issued to the company before the event.

\*\* The booking for the party is binding and an invoice for all ordered tickets for the Saturday evening party will be issued to the company address before the event.



**EVENT ORGANIZER** Root Education  
1037 East Chalynn Ave.  
Orange, CA 92866  
U.S.

**CO-ORGANIZER** Dental Tribune International GmbH  
Holbeinstr. 29  
04229 Leipzig  
Germany

**SPONSORSHIP CONTACT** Madleen Zoch  
m.zoch@dental-tribune.com  
+49 162 1963573

**ROOTS**  
S U M M I T

**dti** Dental  
Tribune  
International



DENTAL TRIBUNE  
**DT STUDY CLUB**  
THE GLOBAL DENTAL CE COMMUNITY

**ADA C.E.R.P.**® | Continuing Education  
Recognition Program



**EUGENIDES FOUNDATION**

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[www.roots-summit.com](http://www.roots-summit.com)