

# Canadian Society for Aesthetic Plastic Surgery

## Exhibitor Contract & Information Package

39<sup>th</sup> Annual Meeting  
September 14<sup>th</sup> & 15<sup>th</sup>, 2012  
Quebec City, Quebec





Email : csacps@sympatico.ca  
Web Site: www.csacps.ca

CANADIAN SOCIETY FOR AESTHETIC  
PLASTIC SURGERY  
SOCIÉTÉ CANADIENNE DE CHIRURGIE PLASTIQUE  
ESTHÉTIQUE



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**39<sup>th</sup> Annual Meeting**  
**September 14 & 15, 2012**  
**Quebec City, Quebec**

**EXHIBITOR INFORMATION**

**Booth Size:** 25 - 10' x 8' draped exhibit spaces 14 - 8' x 8' draped exhibit spaces

**Height Restrictions:** Booth height is restricted to 12' high for perimeter booths / 20' for centre booths.

**Exhibit Fees:** 10' x 8' exhibit space - **\$2075.00** (Can. plus HST \$286.00) Booths 1-11; 20-22; 30 - 39  
8' x 8' exhibit space - **\$1950.00** (Can. plus HST \$234.00) Booths 12 – 18; 23- 29

**Limit of 4 representatives per booth space. Additional charges will apply for extra representatives. 50% deposit due with registration – Final payment due July 25, 2012**

**Registration fees, upon acceptance by CSAPS are not refundable in the event of cancellation of participation. See floor chart for booth locations and height restrictions**

Fee includes: Coffee breaks & lunch with registrants Fri. & Sat. Sept. 14 & 15  
Welcoming Cocktail reception Fri. Sept. 14

**Booth Allocation:** Exhibit space will be issued on a point scale system taking into consideration 1) Sponsorship participation, 2) Record of previous meeting participation, 3) date of registration, 4) Exhibitors' requests, 5) number of booths requested. **Registration and deposit must be received by March 30<sup>th</sup> to qualify.** Registrations received after March 30<sup>th</sup> will be assigned on a space available, first-come, first-served basis.

**Hotel Info:** **The Chateau Frontenac- Reservations:** 1-888-441-1414 Group Code CSAP0912\_001  
**CSAPS group rate- \$229.00/night**

**Convention Services Manager :** Shawn St. Pierre **Tel:** 418-691-2150 **Email:** [shawn.st-pierre@fairmont.com](mailto:shawn.st-pierre@fairmont.com)

**Show Contractor:** Western Display has been appointed Official Show Contractor for this event. Please refer to their Exhibitor Kit to order any of the following items and services: furniture, carpeting, hardwall booth rentals, booth cleaning, materials handling, labour, etc.

Call Exhibitor Services at 905.338.1602 x 25 or [exhibitorservices@westerndisplay.ca](mailto:exhibitorservices@westerndisplay.ca)  
Review their on-line product catalogue at [www.westerncatalogue.ca](http://www.westerncatalogue.ca).

**Official Carrier:** The Commerce Trade Show Logistics Group has been appointed Official Freight and Transportation Carrier for exhibit freight and promotional materials for this event. Please refer to their kit for further information, or call toll free: 1-888-827-7469. Contact: Brian Moore

**Customs Brokerage:** The Commerce Trade Show Logistics Group has been appointed Official Customs Broker. Please contact them at their toll free number, 1-888-827-7469, for information and assistance with customs clearances for inbound/outbound U.S. or overseas shipments.

**Electrical/Internet/  
Audiovisual:** PSAV is the official AV supplier..  
Please see attached technical services order form if you require any of these services

**Set-Up Time:** Thurs. Sept. 13<sup>th</sup> 2:00 p.m. – 9:00 p.m.  
**Exhibit Hours:** Fri. Sept. 14<sup>th</sup> 9:30 a.m. - 5:00 p.m.  
Sat. Sept. 15<sup>th</sup> 9.30 a.m. - 3:30 p.m.  
**Dismantle Time:** Sat. Sept. 15<sup>th</sup> 3:30 p.m. - 7:00 p.m.

## General Rules:

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1. Exhibitors are not permitted to obstruct or disrupt the normal function of a fellow distributor. Failure to comply could result in suspension of right to exhibit at future meetings.
2. Contests, lotteries or other draws by individual companies will not be permitted.
3. CSAPS shall not be liable for any damage or loss to exhibitor's properties through theft, fire, accident, or any other cause, whether the result of negligence or otherwise. Exhibitors are solely responsible for insuring their own exhibit property and display materials.
4. CSAPS assumes no liability for any injury that may occur to attendees to the exhibition, exhibitors and their agents, employees or others in attendance at any time during the exhibition set-up, exhibiting period, or during the dismantle and removal period.
5. The exhibitor shall, at all times, protect, indemnify, save and keep harmless CSAPS, the venue hotel, Western Display Group, and all CSAPS agents and employees against and from any and all damage arising by reason of any accident or occurrence to anyone, including the exhibitor's employees, agents and business invitees which arises from or out of or by any reason of said exhibitor's occupancy and use of the exhibition premises or any part thereof.
6. In applying for exhibition space exhibitors expressly warrant that they maintain in effect sufficient Personal Liability and Property Damage insurance to mitigate any claim for damages, which may be served upon them in fulfillment of their obligations as described in Points 4 and 5.
7. The hotel venue is a non-smoking environment, and the exhibitor acknowledges and will abide by that regulation as a condition of participation in the event.
8. In the interest of ensuring an exhibition of professional quality consistent with the attending professional delegates each booth must satisfy the following criteria:

All exposed portions of each exhibit or display must be finished or draped to present an attractive appearance when viewed from adjoining exhibits or aisles. Unfinished or unsightly section of exhibits or displays may be draped by the Official Show Contractor at the exhibitor's expense.

To maintain an attractive professional appearance through the exhibition environment we suggest exhibitors carpet or otherwise define their exhibit space with attractive professional-grade flooring materials. Exhibitors will be able to provide and install their own materials. Rental carpet is available from Western Display, with special discount rates available during the Advance Order period.

Each booth is to be cleaned nightly at exhibitor expense prior to exhibition opening the following day.

9. Western Display Group has been appointed the exclusive material handler for all freight and display materials entering the exhibit space via the facility's receiving dock. Facility rules restrict exhibitors to hand-carried materials and/or small luggage-style wheeled cases only entering the hotel and its exhibiting area via the lobby or any publicly-accessible pedestrian walkways. All other materials, including exhibit crates, cases, and cartons are to be directed either to Western Display, or the Official Carrier for receipt on an advance basis, or to the facility's loading dock on Move-In day only. Freight received at the facility prior to the move-in date will NOT be accepted and may be returned to the exhibitor's place of business by their forwarding carrier. The hotel does not have advance storage facilities for exhibition materials, and will not accept any legal responsibility for loss or damages for receipt of materials on an advance basis.
10. Exhibitors/Sponsors agree that they **WILL NOT OPERATE** hospitality suites or competing social events during hours in which the CSAPS Conference, Vendor Show or Sponsored Events are held. All promotional/social events must be submitted for review to the CSAPS Show Management prior to planning the event. Any violation of this regulation will result in a monetary fine of up to \$3000 plus damages resulting from delegates not attending CSAPS functions and future participation in CSAPS functions may be prohibited.
11. All sponsorships are set amounts; refunds and reimbursements are **not** negotiable.

**SPONSORSHIP OPPORTUNITIES**  
**CANADIAN SOCIETY FOR AESTHETIC PLASTIC SURGERY**  
**39<sup>th</sup> ANNUAL MEETING**  
**September 14<sup>th</sup> & 15<sup>th</sup>, 2012**

**Individual Event Sponsorship Opportunities**

|   |   |           |
|---|---|-----------|
| <b>Lunch</b>                                  | Fri. Sept. 14 <sup>th</sup> OR Sat., Sept. 15 <sup>th</sup> | \$6500.00 |
| <b>Welcoming Reception</b>                    | Fri. Sept. 14 <sup>th</sup>                                 | \$6000.00 |
| <b>Breakfast</b>                              | Fri. Sept. 14 <sup>th</sup> OR Sat., Sept. 15 <sup>th</sup> | \$3500.00 |
| <b>Delegate bags</b>                          |   | \$2000.00 |
| <b>AM or PM Coffee Break</b>                  | Fri. Sept. 14 <sup>th</sup> OR Sat., Sept. 15 <sup>th</sup> | \$1500.00 |
| <b>Lanyards for ID Badges</b>                 |   | \$1000.00 |
| <b>Surcharge for inserts to delegate bags</b> |   | \$ 200.00 |

**Corporate Sponsor Awards**

The Canadian Society for Aesthetic Plastic Surgery has established Corporate Sponsorship Awards to recognize contributions that companies make to help us achieve the goals of research and education. Companies that make sponsorship contributions that meet the Gold, Platinum or Diamond Levels will be honored at a special award ceremony at the commencement of the Annual Meeting in Quebec City on Friday, September 14, 2012. We will publicly acknowledge the corporate sponsorship level that your company has achieved and personally award your CEO (or delegate) the Sponsorship Award. He or she will be invited to make a brief acceptance speech.

All levels of corporate sponsorship will be recognized in our published program. The levels for corporate sponsorship awards, which will be recognized at the award ceremony during the meeting, are:

**Diamond Corporate Sponsorship Award    \$30,000 – 1<sup>st</sup> choice of Exhibit Space**  
**Corporate logo on Live Surgery Video Site**  
**Listing on CSAPS web site with link to corporate site**

**Platinum Corporate Sponsorship Award    \$20,000 – 2<sup>nd</sup> choice of Exhibit Space**  
**Corporate Logo on Live Surgery Video Site**  
**Listing on CSAPS web site with link to corporate site**

**Gold Corporate Sponsorship Award        \$10,000 - 3<sup>rd</sup> choice of Exhibit Space**  
**Corporate Logo on Live Surgery Video Site**

Corporate Sponsorship Award levels are calculated by including all the financial contributions that your company has made to our society since the last meeting (excluding booth rentals) and any individual event sponsorship.

The Canadian Society of Aesthetic Surgery needs your help to achieve our goals of research and education in aesthetic surgery. Your deductible donation will help us achieve these goals. We look forward to awarding your company a corporate sponsorship award in Quebec City this year.

**Exhibitor Contract & Registration**  
**CANADIAN SOCIETY FOR AESTHETIC PLASTIC SURGERY**  
**39th ANNUAL MEETING**  
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Company Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Prov./State \_\_\_\_\_ Postal/Zip \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Representatives Attending: (maximum 4 per booth space) \_\_\_\_\_

Brief description of products/services: \_\_\_\_\_

**PAYMENT INFO**

No. of 8 x 8 Exhibit Spaces Required: \_\_\_\_\_ @ \$1950.00 = \$ \_\_\_\_\_

No. of 8 x 10 Exhibit Spaces Required \_\_\_\_\_ @ \$2075.00 = \$ \_\_\_\_\_

Additional representatives \_\_\_\_\_ @ \$125.00 = \$ \_\_\_\_\_

+HST 13% \$ \_\_\_\_\_

Sponsorship: Event \_\_\_\_\_ Amount \$ \_\_\_\_\_

Corporate Sponsor Award Level \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Total** \$ \_\_\_\_\_ /50% deposit due \$ \_\_\_\_\_

**(Balance due by July 25<sup>th</sup>)**

**Payable by:** Cheque  MasterCard  VISA

\*Please make cheques payable to Advantage *INTRAVEL* c/o Canadian Society for Aesthetic Plastic Surgery

Name as it appears on card: \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Expiry Date \_\_\_\_\_ CVV# \_\_\_\_\_ Signature \_\_\_\_\_

**We understand this application becomes a binding contract when accepted by CSAPS. We have read and agree to abide by the rules and regulations.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail form with payment to: Advantage *INTRAVEL* • 18 West St. N. • Orillia, ON L3V 5B8 •  
or fax: 705-325-3675**