Canadian Society for Aesthetic Plastic Surgery
Exhibitor Contract & Information Package
45th Annual Meeting
September 21st & 22nd, 2018
Montreal, Quebec
**EXHIBITOR INFORMATION**

**Booth Size:**
- 10’x 8’ draped & carpeted exhibit spaces in Main Exhibit Hall - Montreal Ballroom
- 10’x 8’ draped & carpeted exhibit spaces in Foyer

**Height Restrictions:**
- Ceiling Height Ballroom 20 feet / Foyer 10 feet. Maximum booth height allowed is 10 feet.

**Exhibit Fees:**
- 10’ x 8’ exhibit space - **$2500.00** (Can. plus HST)
- Limit of 4 representatives per booth space. Additional charges apply for extra representatives.
- 50% deposit due with registration – Final payment due July 27, 2018
- All exhibitor fees, upon acceptance, are **not refundable** in the event of cancellation of participation.
- See accompanying floor chart for booth locations
- Fees include: Coffee breaks & lunch with registrants on Fri. & Sat. Sept. 21 & 22, attendance at the Welcoming Cocktail reception on Fri. Sept. 21st. One ticket to the Presidents Banquet held on Saturday September 22nd. Additional tickets are available for purchase.

**Booth Allocation:**
- Exhibit placement is based on a point scale system with **consideration to:** 1) Sponsorship participation, 2) Record of previous meeting participation, 3) Date of registration, 4) Exhibitors’ requests, 5) Number of booths requested. 6) Use of CSAPS Conference Hotel room block for attending staff accommodations. **Registration and deposit must be received by May 15th to qualify.** Registrations received after May 15th will be assigned on a space available, first-come, first-served basis.

**Hotel Info:**
- **Le Westin Montreal** 270 Sainte-Antoine West, Montreal, QC H2Y 0A3
- **CSAPS group rate - $259.00/night**  **Cut off: August 21st**, 2018
- Call Westin Global Reservations: 1-866-837-4262
- **Identify yourself as wanting to be part of the CSAPS Conference Room Block.**
- **On Line Reservations method:** In order to make a new reservation, modify or cancel it [https://www.starwoodmeeting.com/events/start.action?id=1702100329&key=39FFFF8](https://www.starwoodmeeting.com/events/start.action?id=1702100329&key=39FFFF8)
- OR call our central of reservation at 1-866-837-4262.

**Show Contractor:**
- **IAG Solutions is the Official Show contractor.** Contact David Baksics - IAG Solutions T: 604.219.3156
- Email - david@iagsolutions.ca for service items visit : [www.iagsolutions.ca](http://www.iagsolutions.ca) to review brochure.
- IAG Solutions - Bringing Qualified People Together

**Official Carrier:**
- **Davidson & Sons** has been appointed Official Freight and Transportation Carrier for exhibit freight and promotional materials for this event. For further information contact: Diane Labbe at 514.482.8886 ext 2
- or email: DianeL@consultexpoinc.com

**Internet**
- Complimentary Internet has been arranged for all participating exhibitors.

**Audiovisual:**
- Please contact the hotel directly for any in house audio visual requirements.

**Set-Up Time:**
- Thurs. Sept. 20th 2:00 pm - 9:00 p.m.

**Exhibit Hours:**
- Fri. Sept. 21st 9:30 a.m. - 5:00 p.m.
- Sat. Sept. 22nd 9:30 a.m. - 3:45 p.m.

**Dismantle Time:**
- Sat. Sept. 22nd 3:45 p.m. - 7:00 p.m.
General Rules:

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 without prior approval.

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, IAG Solutions, 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.

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

9. IAG Solutions 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 IAG Solutions, or the Official Carrier for receipt on an advance basis.

    For shipping directly to the hotel receiving dock, items may be shipped NO SOONER THAN SEPTEMBER 20th

    Clearly marked as follows:

    - Le Westin Montreal, Receiving Dock
    - 270 St. Antoine West, Montreal, Quebec H2Y 0A3
    - Your Company Name & Booth #
    - Arrival September 17th
    - CSAPS Meeting- Montreal Ballroom

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. Failure to pay for an approved sponsorship or requested event will result in future non-participation until payment is received.
SPONSORSHIP OPPORTUNITIES  
CANADIAN SOCIETY FOR AESTHETIC PLASTIC SURGERY  
45th ANNUAL MEETING  
September 21st & 22nd, 2018

Individual Event Sponsorship Opportunities

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Lunch</td>
<td>Fri. Sept. 21&lt;sup&gt;st&lt;/sup&gt; OR Sat. Sept. 22</td>
<td>$6500.00</td>
</tr>
<tr>
<td>Welcoming Reception</td>
<td>Fri. Sept. 21st</td>
<td>$6000.00</td>
</tr>
<tr>
<td>Breakfast</td>
<td>Fri. Sept. 21&lt;sup&gt;st&lt;/sup&gt; OR Sat. Sept. 22</td>
<td>$3500.00</td>
</tr>
<tr>
<td>Delegate bags</td>
<td></td>
<td>$2000.00</td>
</tr>
<tr>
<td>AM or PM Coffee Break</td>
<td>Fri. Sept. 21&lt;sup&gt;st&lt;/sup&gt; OR Sat. Sept. 22</td>
<td>$1500.00</td>
</tr>
<tr>
<td>Lanyards for ID Badges</td>
<td></td>
<td>$1000.00</td>
</tr>
<tr>
<td>Elevator Door Graphic</td>
<td>Thurs, Fri and Sat per door</td>
<td>$1500.00</td>
</tr>
<tr>
<td>Surcharge for inserts to delegate bags</td>
<td></td>
<td>$200.00</td>
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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 Montreal on Friday, September 21, 2018. 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 Montreal this year.
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**

<table>
<thead>
<tr>
<th>No. of 8 x 10 Exhibit Spaces Required</th>
<th>@ $2500.00 = $_________</th>
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<tbody>
<tr>
<td>Additional booth representatives</td>
<td>@ $125.00 = $_________</td>
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<tr>
<td>Presidents Banquet</td>
<td>@ $100.00 = $_________</td>
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<tr>
<td>Sponsorship: Event</td>
<td>Amount $_________</td>
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<tr>
<td>Corporate Sponsor Award Level</td>
<td>Amount $_________</td>
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<tr>
<td>+GST 5%</td>
<td>$_________</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$<em><strong><strong><strong><strong>/50% deposit $</strong></strong></strong></strong></em></strong></td>
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<tr>
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<td>Balance due July 27th 2018</td>
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Payable by: Cheque MasterCard VISA
*Please make cheques payable to 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/fax this registration to: Advantage INTRAVEL Inc, 18 West St, Orillia, ON L3V 5B8
Fax: 705-325-3675. **ATTN: Carrie Shaw**, or scan and send to Carrie@intravel.ca