

CI2017 Pediatric:

15th Symposium on Cochlear Implants in Children

**EXHIBITOR
PROSPECTUS**



CI2017
SAN FRANCISCO

ACI
ALLIANCE[®]
AMERICAN COCHLEAR
IMPLANT ALLIANCE

DATE & LOCATION:

July 26 – 29, 2017
Hilton San Francisco Union Square
San Francisco, CA



SPONSORS:

American Cochlear Implant Alliance,
Stanford University School of Medicine,
University of California San Francisco

www.ci2017sf.org

October 2016

Dear Exhibitor,

On behalf of the American Cochlear Implant Alliance (ACI Alliance), Stanford University School of Medicine, and University of California San Francisco, you are invited to join us at the CI2017 Pediatric: 15th Symposium on Cochlear Implants in Children to be held on July 26-29, 2016 at the San Francisco Hilton in San Francisco, CA. The ACI Alliance is a non-profit organization whose mission is to advance access to the gift of hearing provided by cochlear implantation through research, advocacy and awareness. To learn more about the American Cochlear Implant Alliance, visit our website: www.acialliance.org.

The CI2017 Pediatric Conference brings together over 1,200 physicians, audiologists, speech pathologists, educators, hearing scientists, and members of the industry across the world. This three-day meeting provides educational and networking opportunities, as well as the chance to interact directly with you, our corporate partners. Attendees come prepared to explore a range of hearing-loss products and technologies—so anticipate a high level of engagement! For additional conference information, please visit our website at www.ci2017sf.org.

This year, we are offering several exhibiting opportunities. To learn about these opportunities, please review the enclosed Exhibitor Prospectus. If you have any questions about exhibiting or providing an educational grant, please contact me directly at 312.202.5532 or mmatarrese@facs.org.

The ACI Alliance values its partnership with our corporate colleagues. We are confident that our conference will meet all of your expectations and we look forward to seeing you in San Francisco!

Sincerely,



Melissa Matarrese, CMP
CI2017 ACI Alliance Exhibit Coordinator
c/o American College of Surgeons
633 North Saint Clair Street
Chicago, IL 60611
312.202.5532
mmatarrese@facs.org

EXHIBIT LEVELS & FEES

Non-Profit Exhibitor: \$1,000

(must be pre-approved by ACI Alliance)

Exhibit fee will include the following:

- (1) 6 ft. draped table
- (1) Complimentary registration for company personnel (see exhibitor rules and regulations for details)
- Complimentary link on CI2017 meeting website
- Admission to all sessions
- (1) Approved insert in registration materials (Per ACCME regulations, insert to pertain to the company and not to a specific product.)

Silver Exhibitor: \$2,500

Exhibit fee will include the following:

- (1) 6 ft. draped table
- (2) Complimentary registrations for company personnel (see exhibitor rules and regulations for details)
- Recognition from the podium, on event signage, and in the Program Book.
- Admission to all sessions
- Complimentary link on CI2017 meeting website
- (1) Approved insert in registration materials (Per ACCME regulations, insert to pertain to the company and not to a specific product.)

Ruby Exhibitor: \$5,000

Exhibit fee will include the following:

- 10'x10' exhibit space
- (5) Complimentary registrations for company personnel (see exhibitor rules and regulations for details)
- Recognition from the podium, on event signage and in the Program Book
- Admission to all sessions
- Complimentary link on CI2017 meeting website
- Advance attendee list (mailer subject to ACI Alliance Exhibit Management approval)
- (1) Approved insert in registration materials (Per ACCME regulations, insert to pertain to the company and not to a specific product.)

Gold Exhibitor: \$25,000

Exhibit fee will include the following:

- 20'x20' exhibit space
- (15) Complimentary registrations for company personnel (see exhibitor rules and regulations for details)
- Recognition from the podium, on event signage and in the Program Book
- Admission to all sessions
- Complimentary link on CI2017 meeting website
- Advance attendee list (mailer subject to ACI Alliance Exhibit Management approval)
- (1) Approved insert in registration materials (Per ACCME regulations, insert to pertain to the company and not to a specific product.)

EXHIBIT RULES AND REGULATIONS

The Exhibition will take place at the Hilton San Francisco Union Square, San Francisco, CA.

ELIGIBILITY TO EXHIBIT

All products and services must be approved by ACI Alliance Exhibit Management in its sole and absolute discretion. All decisions of ACI Alliance Management are final. Exhibitors may only display those products and services that they manufacture or distribute.

Any product that is an “investigational device or drug” must be clearly marked as such. Exhibitors must ensure that with respect to all such devices or drugs only permissible pre-approved dissemination of scientific and educational information is provided at the exhibit and that appropriate disclosure and cautionary notices are included with the devices or drugs.

All products and services exhibited at CI2017 shall comply with U.S. Food and Drug Administration (FDA) rules and regulations (particularly with respect to the marketing and labeling of investigational devices and drugs) and other applicable rules and regulations. For additional information, contact: FDA 888/463-6332 or <http://www.fda.gov>

An exhibitor shall not in any manner directly nor indirectly imply that ACI Alliance endorses or approves of an exhibitor’s product or service merely because ACI Alliance Exhibit Management approved such product or service for display at CI2017.

The use of logos, seals of approval, trademarks, or other similar property rights that are in disuse may not be used in connection with any product or service or advertising material displayed or disseminated at the exhibit.

BOOTH RATE AND PAYMENT SCHEDULE

No applications will be processed without full payment. A deposit of 50% is due upon receipt of application. Full payment is due by March 15, 2017. Failure to submit full payment by this date may result in cancellation of space and a penalty. All applications received after March 15, 2017 must be received with full payment.

EXHIBIT CANCELLATION POLICY

Cancellation of exhibit space after March 15, 2017, will result in a penalty of 100% of the total cost of the space assigned.

DISPLAY AND LIMITATIONS

All display areas will be marked off by the contracted decorator. Maximum height of any free-form exhibit, including signs, may not exceed 8’.

Fire code regulations prohibit storage of any material behind booths. All items for storage must be properly labeled and marked. Empties will be removed prior to the opening. Any items stored behind the booth will be removed and considered refuse. Exhibitors requiring storage of product must make arrangements with the contracted decorator. Exhibit hall is carpeted.

INSTALLATION/EXHIBIT HOURS/ DISMANTLING

Morning and afternoon breaks will be served every day in the exhibit hall. The following is the tentative exhibit schedule:

INSTALLATION	
Wednesday, July 26	8:00am–5:30pm
OPEN HOURS	
Thursday, July 27	8:30am–5:30pm
Friday, July 28	8:30am–5:30pm
DISMANTLING	
Saturday, July 29	8:00am–1:00pm

ASSIGNMENT OF SPACE

Date of receipt of application will guide the assignment of booth space. Only one company may be represented per space assignment. Subletting of exhibit space is prohibited.

EXHIBITOR REPRESENTATIVES

Exhibits must be staffed at all times during the exhibit hours. Each exhibiting company will receive a specific number of complimentary badges based on the exhibit level, provided representatives are registered in advance.

Additional and replacement badges are available for purchase:

Exhibit Level	Early*	Late*
Non-Profit Exhibitor	\$495	\$595
Silver Exhibitor	\$495	\$595
Ruby Exhibitor	\$495	\$595
Gold Exhibitor	\$495	\$595

*Rates available according to the published attendee early registration deadline on the CI2017 meeting website.

Only exhibitors with badges will be permitted to enter the exhibit area during hours of installation and dismantling. NO CHILDREN under 16 years of age will be allowed in the exhibit hall at any time.

FAILURE TO OCCUPY SPACE

Any space not occupied by 4:00 pm, Wednesday, July, 26, 2017 will be forfeited by the exhibitor. This space may be reassigned or used by ACI Alliance without refund, unless arrangements for delayed occupancy have received prior approval from ACI Alliance Exhibit Management.

In the event that the Exhibition is cancelled, postponed, or relocated on account of fire, strikes, government regulations, casualties, Acts of God, or other causes beyond the control of ACI Alliance, the exhibitor waives any and all damages and claim for damages and agrees that the sole liability of ACI Alliance shall be to return to each exhibitor the exhibitor’s rental payment.

JURISDICTIONS

Contracted decorator will control access to loading docks in order to provide for a safe and efficient move-in and move-out.

ADMISSION

ACI Alliance will have sole control over all admission policies at all times. All persons visiting the exhibit area as well as staffing the booths must register and wear the official meeting badge to enter.

SPECIAL RESTRICTIONS

- Giveaways are permitted only if approved in writing by ACI Alliance Exhibit Management prior to the meeting. Such items must be submitted to ACI Alliance Exhibit Management by Thursday, June 15, 2017.
- Any activity in the exhibit aisles is strictly prohibited.
- Prizes, drawings, and lotteries in conjunction with CI2017 need to be approved by ACI Alliance Exhibit Management by Thursday, June 15, 2017.
- Exhibitors may use audio equipment if such equipment does not interfere with or become objectionable to adjacent exhibitors or ACI Alliance Exhibit Management.
- Exhibitors' activity must be confined to their booth space. All social activities must be approved by ACI Alliance Exhibit Management.
- Fire hose cabinets and exits must be left accessible and in full view at all times. Decorations and displays must either be of nonflammable material or be treated by an approved fire prevention method. All display material must be flame proofed and is subject

to inspection by the San Francisco Fire Department. No flammable fluids or substances may be used or shown in booths.

- The San Francisco Hilton is completely non-smoking. All smoking is confined to designated smoking areas outside the building.
- Exhibits that, in the opinion of ACI Alliance Exhibit Management, are objectionable in design or operation will be prohibited.
- Displays may not be dismantled nor any packing begun before 10:30am on Saturday, July 29, 2017.
- Any food and beverage that is ordered by the exhibiting company for the booth must be approved by ACI Alliance Exhibit Management and ordered through the San Francisco Union Square.

LIABILITY/INSURANCE

Each party involved in the exhibition (hotel, ACI Alliance, contracted decorator, and exhibitor) agrees to be responsible for any claims arising out of their own negligence or that of their employees or agents. Each party agrees to be responsible for their own property through insurance or self-insurance and shall hold harmless each of the other parties for any and all damage caused by theft and those perils normally covered by a fire and extended coverage policy.

SECURITY

ACI Alliance Exhibit Management cannot guarantee nor assume any liability against loss or damage of any kind but will endeavor to protect exhibitors by locking the doors after convention hours and providing a security guard.

SIGNS/ANNOUNCEMENTS

No signs, posters, or brochures will be allowed anywhere in the hotel except within each exhibitor's booth. No signs or other articles are to be fastened to walls or electrical fixtures. The use of thumbtacks, tape, nails, screws, bolts, or any tool or material that could mark the floor or walls is prohibited.

Written copy for all announcements, invitations, or fliers is to be approved, in writing, by ACI Alliance Exhibits Coordinator and should be submitted by Thursday, June 15, 2017.

ENFORCEMENT OF RULES AND REGULATIONS

The Rules and Regulations of Exhibition are intended to bring order and equity to all parties involved. In addition to being subject to restriction or termination of an exhibit, exhibitors who violate regulations could be prevented from exhibiting at future meetings of the ACI Alliance. ACI Alliance reserves the right to restrict or terminate an exhibit without notice if an exhibitor violates any of the Rules and Regulations contained herein. In the event of such restriction or eviction, ACI Alliance is not liable for any refunds, rentals, or other exhibit expense.

CONTACT: EXHIBIT MANAGEMENT

CI2017 c/o ACS Management Services
Melissa Matarrese, CMP,
CI2017 Exhibits Coordinator
633 N. St. Clair St.
Chicago, IL 60611-3211
Direct: 312-202-5532
Fax: 312-268-5241
Email: mmatarrese@facs.org





Exhibit Space Application

COMPANY NAME		CONTACT NAME	
ADDRESS (NO PO BOX ADDRESS PLEASE)			
CITY	STATE	ZIP/POSTAL CODE	COUNTRY
TELEPHONE	FAX	EMAIL	

We the undersigned hereby apply for exhibit space at the 15th Symposium on Cochlear Implants in Children, subject to the rules and regulations governing the exhibition as stated in the prospectus, which we accept as part of the agreement.

EXHIBIT LEVEL

- Non-Profit: \$1,000 Silver Level: \$2,500
 Ruby Level: \$5,000 Gold Level: \$25,000

TERMS OF PAYMENT:

50% Deposit of total booth cost due upon receipt of application

Full payment is due March 15, 2017. Failure to submit full payment by this date may result in cancellation of space and a penalty. All applications received after March 15, 2017, must be received with full payment. No applications will be processed without full payment.

Cancellation of space after March 15, 2017, will result in a penalty of 100% of the total cost of the space assigned.

Return Application and Deposit to:

Attn: CI2017 c/o American College of Surgeons
Melissa Matarrese, CMP
CI2017 Exhibits Coordinator
633 N. St. Clair St.
Chicago, IL 60611-3211
Fax: 312-268-5241
Email: mmatarrese@facs.org

PAYMENT TYPE:

Checks: Make all checks payable to American Cochlear Implants Alliance. Checks must be drawn in U.S. dollars from a U.S. bank.

Credit Card: American Cochlear Implants Alliance is authorized to charge the following credit card the fee of the exhibit level checked above.

Card Type: American Express MasterCard VISA

NAME ON CARD		
CARD NUMBER	EXP DATE	CSC CODE
SIGNATURE		

As an authorized representative of the company named above, I have read and understand the rules and regulations outlined in the CI2017 Exhibitor Prospectus. I understand and agree to accept and abide by those rules and regulations.

SIGNATURE	DATE
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ACI ALLIANCE MANAGEMENT USE ONLY

Booth Size _____ Total Cost _____
Deposit _____ Balance Due _____

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