

# EXHIBITOR APPLICATION

Deadline: Friday, February 2<sup>nd</sup>

Exhibit availability will be based on priority points & order of applications received.

Price per 8' x 10' exhibit space: \$7,500

\*A maximum of four (4) exhibit booths can be purchased.

Total Number of Exhibit Spaces requested: \_\_\_ Total Price: \_\_\_\_\_

## Exhibit Booth Preferences

### Exhibit Booth Number Choices

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### Competitors we do not wish to be near

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### Companies we would like to be near

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

The assignment of space is at the sole discretion of the ASSFN. In the event your choices are not available, please indicate which is most important to you:

- Corner location
- Proximity to one of your booth choices
- Proximity to another exhibitor

## Exhibit Package

In exchange for the above exhibit fee, each Exhibitor will receive the following:

- 7" x 44" booth identification sign (all linear booths)
- Complimentary exhibitor badges for two (2) representatives per 8' x 10' exhibit space purchased
- Two (2) Program Books per 8' x 10' exhibit space purchased (maximum of four (4) books)
- Exhibitor Company listing in the Program Book

## Company Details

Company Name: \_\_\_\_\_

(List company name exactly as it should appear in the Program Book)

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

City, State, Zip Code: \_\_\_\_\_

Company Phone: \_\_\_\_\_

Website: \_\_\_\_\_

## Contact Details

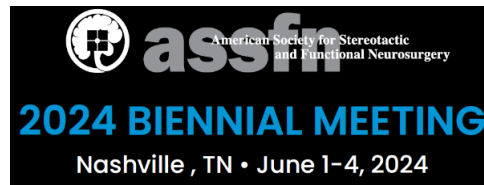
Main Contact Name: \_\_\_\_\_

Main Contact Phone: \_\_\_\_\_

Main Contact E-mail Address: \_\_\_\_\_

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

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



## Billing Information\*

INVOICE Me  Check Enclosed  Charge the following Credit Card

A check in the amount of \$ \_\_\_\_\_ is enclosed.

Please charge the following credit card for \$ \_\_\_\_\_

Name on the Card: \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

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

Expiration Date: \_\_\_\_\_

CVV: \_\_\_\_\_

Signature\* \_\_\_\_\_

\*Required if paying by credit card.

## Checks must be made payable to:

Congress of Neurological Surgeons

Attn: Billing Dept

10 N. Martingale Road, Suite 190

Schaumburg, IL 60173-2294

## Terms of Participation

All provisions of the Rules and Regulations and general information, as hereby published, shall be a part of this contract. The application deadline is Friday, February 2<sup>nd</sup>. We hereby apply, subject to the terms of the ASSFN printed Rules and Regulations, for exhibit space.

The purpose of the exhibits is to complement the professional meetings and clinical sessions by enabling registrants to evaluate the latest developments in equipment, supplies, and services that are presented for use by stereotactic & functional surgeons. Monies provided for Exhibit Hall booth purchases are not considered commercial support, nor shall support of this year's exhibit program be inferred as a commitment for any future programs. All exhibit fees will be used solely for expenses directly related to the ASSFN (Association) 2024 Biennial Meeting. The Association and the exhibitor acknowledge and agree that the funding shall not obligate the Association nor its affiliates to purchase, use, recommend, or arrange for the use of any products of the exhibitor or its affiliates. The Association does not in any manner endorse any of the products or services related to the exhibits that have been accepted for display and sale during the Annual Meeting. Exhibitors may not advertise or display goods in their exhibit other than those manufactured or sold by them in the regular course of their business. Exhibitors may not permit any other party to exhibit in their space any goods other than those manufactured or distributed by the contracting exhibitor. The Association acknowledges that some drugs or medical devices demonstrated at the Annual Meeting have not been cleared by the FDA or have been cleared by the FDA for specific purposes only. The FDA has stated it is the responsibility of the physician to determine the FDA clearance status of each drug or medical device he or she wishes to use in clinical practice.

## Reductions & Cancellations

All booth reductions and cancellations must be made in writing. Requests received in writing by Friday, February 2 will receive a full refund, less \$500 administrative fee. The Association will retain total cost of space being reduced or cancelled after Friday, February 2. Refunds of cancellations or reductions will not be reimbursed until after the meeting date.