



EXHIBITOR OPPORTUNITIES

EXHIBIT SPACE

\$6,000

- 6 x 30 Tabletop
- 1 Full Meeting registration package*
- 2 exhibitor registrations**
- Recognition in Program Book, *Newsletter*, and onsite meeting signage

* Full meeting registration package includes admission to the exhibit hall and scientific sessions, as well as 1 ticket to each of the following: New Members /Welcome Reception, Theme Dinner, Family Luncheon, and President's Banquet. These single-event tickets can be distributed among an exhibiting company's colleagues; to gain access to an event, the exhibiting company's colleague must be wearing his/her exhibitor badge and present that event ticket. Additional full-meeting registration packages and single event tickets will be available for purchase. Please note that single tickets to individual events are priced at actual cost, whereas a full-meeting registration package is discounted and is the same subsidized price that Western spouses/guests pay for their social packages. *Not included are tickets for the Thursday afternoon optional Tour(s), the Friday morning Simultaneous Breakfast Sessions, and Friday afternoon's Golf and Tennis Tournaments; individual tickets to these activities may be purchased on a space-available basis, at the same price charged to all attendees.*

** Exhibitor registration only includes admission to the exhibit hall and scientific sessions.

EXHIBIT DATES & HOURS*

Thursday, June 22	7:00am – 12:00pm
Friday, June 23	7:00am – 12:00pm
Saturday, June 24	7:00am – 11:30am

EXHIBIT HALL LOCATION AND BENEFITS

The exhibits are located in International Center South which is adjacent to the Scientific Sessions, which are in the International Center North. Each exhibit space will include one 6' x 30" draped table and two chairs. Exhibits are TABLETOP ONLY. Freestanding floor exhibits will be permitted only with permission from Show Management. Standing medical equipment may be used in lieu of a table, but requests must be sent in writing to the Association's office for approval. A tabletop sign will be provided for each exhibiting company.

Each exhibiting company will receive one (1) complimentary full meeting registration package* and two (2) additional exhibitor registrations** per table top purchased. Exhibiting companies may also purchase up to 3 additional social packages. Exhibit representatives are also cordially invited to pre-register and participate in the Golf and Tennis Tournaments. Registration forms will be available in the online Service Kit by late March.

* Full meeting registration includes admission to the exhibit hall and scientific sessions, as well as 1 ticket to each of the following: New Members Reception, Theme Dinner, Family Luncheon, and President's Banquet.

** Admission to the exhibit hall and scientific sessions only

CONDUCTING EXHIBITS

No drawing, raffles, or quiz-type contests of any type will be permitted. No bags or containers for collection of samples are to be distributed by an exhibitor. This applies to any envelope, folder, portfolio, box, etc., that provides carrying space for more than a single sample. Electrical or other mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Character of the exhibits is subject to the approval of the Association. The right is reserved to refuse applications that do not meet standards required or expected, as well as the right to curtail exhibits or parts of exhibits which reflect against the character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of persons, etc.

PAYMENT

Table Top Exhibits are \$6,000. A 50% deposit of exhibit or sponsorship fees should be forwarded with the Application for Exhibit Space and Sponsorship Agreement. Forms received without a 50% deposit will not be processed until the payment has been received. The balance must be paid by Friday, March 17, 2017. Checks should be made payable and mailed to:

*Western Thoracic Surgical Association
500 Cummings Center, Suite 4550
Beverly, MA 01915
Telephone: (978) 927-8330
FAX: (978) 524-0461*

INSTALLATION OF EXHIBITS

The exhibit area will be available for set-up from 12:00 pm -5:00 pm on Wednesday, June 21st. All exhibits must be set by 5:00 pm without exception. Assembly of exhibits during the regularly scheduled exhibit hours will not be permitted.

DISMANTLING OF EXHIBITS

All exhibits must remain intact until the official closing time of 11:30 am on Saturday, June 24th, and may not be dismantled or removed, in whole or in part, before that time. After the close of exhibits, all material must be removed no later than 2:00 pm on Saturday, June 24th.

INFRINGEMENT

Interviews, demonstrations and the distribution of literature or samples must be made within the area assigned to the exhibitor. Canvassing or distributing of advertising matter outside the exhibitor's own space will not be permitted.

FIRE PROTECTION

All materials used in the exhibit area must be flame-proofed and fire-resistant in order to conform to the local fire ordinances and in accordance with regulations established by the local Fire Department. Crepe paper or corrugated paper, flame-proofed or otherwise, will not be permitted. Excelsior or other paper is not to be used in crating merchandise. Display racks, signs, spotlights and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau. Any exhibit or parts thereof found not to be fireproof may be dismantled. All aisles and exits must be kept clear at all times, and fire stations and fire extinguisher equipment are not to be covered or obstructed.

ELECTRICAL / AUDIO-VISUAL / HOUSING / COMPUTER FORMS

Please refer to the online service kit, available in March.

SPECIAL NEEDS

Please contact the Western Thoracic Surgical Association office if you have a representative with a disability that will require special accommodations.

EXHIBIT PERSONNEL

All participants affiliated with the exhibits must be registered. Each person will be issued an exhibitor badge and must be employed by the Exhibitor or have a direct business affiliation. Each exhibiting company will receive one (1) complimentary full meeting registration package* and two (2) additional exhibitor registrations** per table top purchased. Exhibiting companies may also purchase up to 3 additional social packages.

SHIPPING

Please refer to the shipping information in the online service kit.

SPACE ASSIGNMENT

Preferred space assignment will be given to previous exhibitors based on the priority point system and to supporters. Space will be assigned in March based on priority number; after that, all remaining space will be assigned in order of receipt of applications. Exhibitors wishing to avoid assignment of space adjacent to a competitor should indicate so on their application. Careful consideration will be given to such requests. The Association has the right to alter the floor plan at any time.

PRIORITY POINT SYSTEM

A point system, based on WTSA exhibit history and date of receipt of application will guide the assignment of space. Three points will be given each year beginning with 1992, for each exhibit space. One point will be given for each additional space for a maximum of six points annually. Applications must be received by March 17, 2017 to be included in the priority point deadline.

HOUSING

As a valued exhibitor of the WTSA Annual Meeting, you must sign a Room Block Agreement, acknowledging that, if reserving 4 or more rooms at the Broadmoor, your company will provide the WTSA with a Rooming list, including names of staff attending the WTSA meeting along with their arrival and departure dates. (The WTSA will not make reservations on your behalf; your company should make their own arrangements through the online reservation system.) The Room Block Agreement must be submitted with your Exhibit Space Application; please see the Room Block Agreement and the Exhibitor Rooming List for full terms and conditions.

SOCIAL FUNCTIONS

Each exhibiting company will receive one (1) full meeting registration package* for each tabletop purchased. The package includes one (1) ticket to each of the following: New Members/Welcome Reception; Theme Dinner; and the Family Luncheon and President's Banquet. Exhibitors may purchase up to three (3) additional social packages. Each exhibiting company also receives two (2) exhibitor registrations**.

** Full meeting registration includes admission to the exhibit hall and scientific sessions, as well as 1 ticket to each of the following: New Members/Welcome Reception, Theme Dinner, Family Luncheon, and President's Banquet.*

*** Exhibitor registration provides admission to the exhibit hall and scientific sessions only*

Satellite Symposia or Industry related activity during the entire WTSA meeting are not allowed other than the scheduled opportunities on Thursday and Friday.

REFUNDS/CANCELLATIONS

Cancellations received in writing by March 17, 2017 will be subject to a 25% administrative fee. Cancellations received after March 17, 2017 will not receive a refund.

PROTECTION OF THE HOTEL

Exhibitors will be held liable for any damage caused to the hotel, and no material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts or portions of the building or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the exhibitor.

INDEMNIFICATION

To the fullest extent permitted by law, Exhibitor agrees to protect, indemnify, defend, and hold harmless the Hotel, and the Hotel's Owner, and their respective owners, managers, subsidiaries, affiliates, officers, directors, employees and agents (collectively, the "Hotel Indemnified Parties"), from and against any and all claims, losses, or damages, to persons or property, governmental charges of fines, penalties, and costs (including reasonable attorney's fees) collectively, "Claim(s)", arising out of or relating to the event that is the subject of this Agreement to the extent such Claims are caused by the negligence, gross negligence or intentional misconduct of Group's employees, agents, contractors, and attendees; provided, however, that nothing in this indemnification shall require you to indemnify the Hotel Indemnified Parties for that portion of any claim arising out of the negligence, gross negligence, or intentional misconduct of the Hotel Indemnified Parties.

To the fullest extent permitted by law, Hotel agrees to protect, indemnify, and hold harmless Exhibitor, owners, managers, partners, subsidiaries, affiliates, officers, directors, employees and agents (collectively, the "Group Indemnified Parties"), from and against any and all Claims arising out of or relating to the event that is the subject of this Agreement to the extent such Claims are caused by the negligence, gross negligence, or intentional misconduct of Hotel; provided however that nothing in this indemnification shall require Hotel to indemnify any of the Exhibitor indemnified parties for the portion of any claim arising out of the negligence, gross negligence, or intentional misconduct of the Exhibitor indemnified parties.

The party found to be at fault or responsible for any claim will be required to indemnify the other party as provided in this section. To the fullest extent permitted by law, the parties agree that comparative negligence standard will apply to any claims and each party will be responsible for paying for the portion of the total claims attributable to its fault. In the event of a settlement of any claim, expenses will be allocated proportionately based on the amount paid by each party.

INSURANCE

The Hotel and Exhibitor each shall carry adequate liability and other insurance protecting itself against any claims arising from any activities conducted at the hotel during the meeting. Insurance caps do not otherwise limit either party's liability.

TERMS IN CASE OF DEFAULT

If any exhibitor fails to pay when due, any sum required by the Application for Exhibit Space, or if any exhibitor fails to meet any term or condition of the application, or fails to observe and abide by these Rules & Regulations, WTSA reserves the right to terminate the contract immediately without refund of any monies previously paid. In any case, no refunds will be made on or after March 17, 2017.

SECURITY

All entrances to the exhibit hall will be locked when exhibits are closed, but the safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor. The Western Thoracic Surgical Association assumes no responsibility for any losses sustained by exhibitors.

HAZARDOUS WASTE

Exhibitor assumes responsibility and any liability for removal or disposal of any material considered to be hazardous waste material. Exhibitor also agrees to conform to any local ordinances and regulations concerning the disposal of any hazardous waste. Any and all costs incurred in the removal of hazardous waste from the exhibit facility will be the sole responsibility of the exhibitor.