

EXHIBITOR PROSPECTUS



**ANNUAL MEETING & SCIENTIFIC SESSIONS
DECEMBER 1-3, 2017
THE BELMOND CHARLESTON PLACE HOTEL
CHARLESTON, SOUTH CAROLINA**



***AN ACCME ACCREDITED EDUCATIONAL PROGRAM ADDRESSING
THE ISSUES FACING THE CHRONIC PAIN PATIENT***

DECEMBER 1-3, 2017

THE BELMOND CHARLESTON PLACE HOTEL, CHARLESTON, SOUTH CAROLINA

EXHIBIT DATES & HOURS*

SET-UP

FRIDAY, DECEMBER 1, 8:00 A.M. – 10:00 A.M.

SHOW HOURS

FRIDAY

10:00 A.M. – 5:30 P.M.

NETWORKING RECEPTION 5:30 P.M. – 7:00 P.M.

SATURDAY

7:30 A.M. – 4:00 P.M.

TEAR DOWN

SATURDAY 4:00 P.M.

*HOURS SUBJECT TO CHANGE

HISTORY

The Pain Society of the Carolinas is an association of physicians and healthcare practitioners whose mission is to serve people who suffer from acute and chronic pain by advancing research and treatment and to increase the knowledge and skill of the regional professional community. We are pleased to announce that the 2017 program will continue to attract pain management specialists, family practice physicians with a clinical interest in pain management, anesthesiologists, orthopedics, physiatrists, neurologists, surgeons, psychiatrists, physician assistants, nurse practitioners, nurses, therapists and healthcare professionals from North Carolina, South Carolina, and our neighboring States who wish to network and learn the latest techniques, treatments, and options in acute and chronic pain management. We invite you to support and exhibit at the 2017 Annual Meeting and Scientific Sessions.

ATTENDANCE

Projected attendance for the Annual Meeting and Scientific Sessions includes an anticipated 350-plus pain management specialists, family physicians with a clinical interest in pain management, anesthesiologists, orthopedics, physiatrists, neurologists, surgeons, general practitioners, physician assistants, nurse practitioners, nurses, therapists and healthcare professionals from North Carolina, South Carolina, and our neighboring States who have an interest and / or pain management practice and specialize in acute and chronic pain management.

EXHIBIT INFORMATION

LOCATION

The Belmont Charleston Place Hotel is located at the very heart of downtown Charleston in the historic district and within walking distance of all Charleston has to offer. The Hotel blends gentility and old-world charm with a leading-edge conference facility. To encourage optimum interaction, the Exhibit Hall will be located in close proximity to sessions and within the guidelines of ACCME rules. Corporate Members have priority display placement. The exhibit area will serve as the venue for all refreshment breaks as well as the Friday Evening Networking Reception.

HOTEL ACCOMMODATIONS

On behalf of the meeting participants, the Society has secured sleeping rooms at The Belmont Charleston Place Hotel at the significantly discounted rate of **\$289.00** per night standard room for up to two people (+ state and local taxes and a \$1.00 destination fee) To ensure availability, please reserve your room as soon as possible by calling the Hotel toll free (800) 831-3490 or send an email request to groupres@charlestonplace.com and mention the Pain Society of the Carolinas Room Block to obtain the special rate. ***Please reserve by Saturday November 4, 2017 to take advantage of the group rate.*** Your reservations are subject to the hotel cancellation policy in effect as stated on your confirmation from the hotel.

COST/PAYMENT

Cost per -Tabletop is \$2,500 which includes:

- ☐ (1) 6' table (2) chairs - YOUR DISPLAY MUST FIT ON A 6-Foot TABLETOP.
- ☐ (2) Complimentary representative badges – All Additional badges may be purchased for \$350.00 each.

No substitutions are permitted in 2017.

- ☐ Participation in the Networking Reception on Friday, December 1, 2017.

A 50% deposit of the contracted space should be forwarded with the Application for Exhibit Space or no later than September 1, 2017. Any remaining balance is due by November 1, 2017

REFUNDS AND CANCELLATIONS

Cancellations received in writing by November 1, 2017 will be subject to a 25% administrative fee. There will be no refunds for cancellations received after November 1, 2017.

SPACE ASSIGNMENT

Space will be assigned in the order in which applications with deposits are received. Corporate Members are given priority placement. The application deadline is August 1, 2017. Applications received after this date will be on a space available basis. Exhibitors wishing to avoid assignment of space adjacent to a particular competitor should indicate this on their application.

*The Program Committee reserves the right to alter the Floor Plan at any time without prior notice.

EXHIBIT SERVICES

On or about November 1, 2017, the Pain Society of the Carolinas will issue a memorandum to registered exhibiting companies. The memorandum will contain all necessary information and order forms including:

- ☐ Drayage and shipping
- ☐ Labor regulations and rates
- ☐ Furniture, display and decorating rentals
- ☐ Electrical, audiovisual, computer, and telephone service fees

SHIPPING INFORMATION

Shipments should be made through the Pain Society of the Carolinas and Belmond Charleston Place Hotel and shipping instructions will be included in the exhibitor memorandum.

MAILING LIST

Each registered exhibitor will receive a pre-registration list approximately 15 days before the meeting, a printed copy at the meeting, and a final registration list within 5 days after the meeting. Use of this list will be restricted to a one time only use and information directly related to the meeting.

BADGE POLICY

All participants affiliated with 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 company is allotted two badges per tabletop purchased. No Substitutions are permitted. All Additional badges are \$350 each. Company representative names and email addresses are due by email to Lisa Lineback at lisa@carolinapain.org on or before November 15, 2017.

CONDUCTING EXHIBITS

Exhibitors shall be in accord with the ACCME, PhRMA, ADVAMED, and/or NEMA guidelines governing support of Healthcare Professionals. Electrical or other mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Character of the exhibits is subject to approval of the program committee. The right is reserved to refuse applications because of concerns over not meeting 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 person, and unreasonable activity.

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 and subjects the exhibitor to immediate dismissal from the meeting without refund.

SECURITY

A security guard may or may not be furnished to be on duty in the exhibit area when the exhibits are closed, but the safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor at all times. The Pain Society of the Carolinas and Belmond Charleston Place Hotel are not responsible for theft, loss or damage which may occur and advise each exhibitor to be sure that stands and tabletop displays, equipment and material is insured at full value, that the display is staffed during show hours, and that the display is stored each evening for safe-keeping.

LIABILITY

The Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save the Pain Society of the Carolinas, its sponsors and endorsers, the Board of Directors, the Program Committee, members, and meeting managers as well as Belmond Charleston Place Hotel and its officers, employees and agents, harmless against all claims, losses or damages to persons or property, Governmental charges or fines and attorneys

fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence, gross negligence or willful misconduct of the Pain Society of the Carolinas, its Board of Directors, program committee, sponsors, endorsers, meeting managers, and Belmond Charleston Place Hotel, its employees and agents. Exhibitor acknowledges that the Pain Society of the Carolinas, its sponsors, members and endorsers, the Program committee, and/or meeting managers and Belmond Charleston Place Hotel do not maintain insurance covering the exhibitor's property and thus it is the sole responsibility and obligation of the exhibitor to obtain business interruption and property damage insurance covering such losses by exhibitor.

Questions? Call Robin Hoyle, Pain Society of the Carolinas Executive Director at 407-790-4180 or by email to robin@carolinapain.org

FIRE PROTECTION

All materials used in the exhibit area must be flame-proof 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 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 fire-proof may be dismantled. All aisles and exits must be kept clear at all times. Fire stations and fire extinguisher equipment are not to be covered or obstructed.

PROTECTION OF THE HOTEL BUILDING

Exhibitors will be held liable for any damage caused to the hotel property, 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. If any controversy arises as to the need or propriety thereof, the Convention Service Manager of the Hotel will be the final judge thereof and his/her decision shall be binding on all parties concerned.

EXHIBITOR LISTING IN FINAL PROGRAM

Upon receipt of the booking form, you will be asked to please send a 50-word Exhibitor Company/Product profile to **Lisa Lineback** by email to Lisa@carolinapain.org. This will be published in the list of exhibitors in the Program. Failure to provide the profile by the deadline will preclude your company from being listed as you instruct. The Society will then create a description from your website. Profiles are due on or before November 15, 2017

EXHIBITOR CONFIRMATION BY SOCIETY

Once an Exhibition Booking Form is received confirmation of your participation and an invoice will be sent to you by email. Deposits are due by September 1, 2017 with any balance due by November 1, 2017

ACCME GUIDELINES RELATED TO THE SEPARATION OF PROMOTIONAL ACTIVITIES FROM ACCME ACCREDITED EDUCATIONAL ACTIVITIES.

In compliance with the ACCME *Standards for Commercial Support*, all exhibiting companies must abide by the following:

- Exhibit and other promotional fees shall be separate and distinct from educational grants/commercial support.
- All exhibitors must be in a room or area separate from the education and the exhibits must not interfere, or in any way compete with the learning experience prior to, during, or immediately after the activity.
- All promotional activities including interviews, demonstrations, and the distribution of literature or samples must be made within the exhibitor's space only. Canvassing or distributing promotional materials outside the exhibitor's rented exhibit space is not permitted.
- Company representatives may attend educational sessions at Pain Society of the Carolinas' discretion. However, representatives must refrain from holding any commercial discussions in the educational sessions.
- Onsite Monitoring - The separation of promotional materials and activities from the educational arena is strictly enforced throughout the activity by Pain Society of the Carolinas' onsite staff.

INSERT AND DISPLAY MATERIALS

Please note that all materials entering the venue may incur a handling charge by the hotel or the Society. This includes materials for inserts and display. In order to receive a price quote for handling and to assure arrival of your materials, please be sure to complete any "Pre-Advise" form included in the shipping instructions when you receive the Exhibitor Memorandum on or about November 1, 2017.

SITE INSPECTIONS

Exhibitors and Supporters are free to visit the Meeting venue at their convenience. Please contact the venue directly to arrange a tour.

For more information on Exhibition and Marketing Opportunities please contact:

Lisa Lineback, Director of Exhibits at lisa@carolinapain.org or Tel: (336) 816-2049

Robin L. Hoyle JD, Executive Director at robin@carolinapain.org

Society Office Telephone: 407-790-4180

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ADDITIONAL OPPORTUNITIES

2017-18 PLATINUM CORPORATE MEMBERSHIP

\$25,000

2017 Annual Meeting Participation as follows:

- Membership Designation included on all print materials, membership roster, and highlighted on website
- One (1) Tabletop Exhibit Display in designated Corporate Member location
- Two (2) additional complimentary registrations for a total of four (4) registrations
- One (1) Pre & Post Registration
- ~~One (1) Platinum Corporate Member Showcase Luncheon Timeslot with 60-minute Presentation (No CME provided). Slots available on Friday OR Saturday. The timeslot includes separate presentation room, standard audiovisual. (Note: The Society provides food & beverage to all meeting attendees).~~
- **LUNCHEONS ARE SOLD OUT!**
- Company-Provided Product Flyer in Annual Meeting Conference Materials
- Two (2) representatives appointed to the Industry Advisory Committee
- Website link at www.carolinapain.org

2017-18 GOLD CORPORATE MEMBERSHIP

\$15,000

2017 Annual Meeting Participation as Follows:

- Membership Designation included on all print materials, membership roster, and highlighted on website
- One (1) Tabletop Exhibit Display in designated Corporate Member location.
- Two (2) additional complimentary registrations for a total of four (4) registrations
- One (1) Pre & Post Registration Mailing List
- Company-Provided Product Flyer in Annual Meeting Conference Materials
- Corporate Member showcase timeslot at breakfast for 45 minutes on either Saturday Dec 2 or Sunday Dec 3. This is the only session at this timeslot. Not parallel. The timeslot includes separate presentation room, standard audiovisual. (Note: The Society provides food & beverage to all meeting attendees) OR Trainee Scholars Reception on Friday, December 1, 2017. The Society provides the food and beverage. Gold Corporate Member may provide a presentation on company product/services at reception attended by Trainees (Residents, Fellows) and Faculty.
- One (1) representative appointed to the Industry Advisory Committee
- Website link at www.carolinapain.org

2017 SILVER CORPORATE MEMBERSHIP

\$10,000

2017 Annual Meeting Participation as Follows:

- Membership Designation included on all print materials, membership roster, and highlighted on website
- One (1) Tabletop Exhibit Display in designated Corporate Member location.
- Two (2) additional complimentary registrations for a total of four (4) registrations
- Exclusive Faculty Reception Host on Saturday, December 2, 2017. The Society provides the food and beverage.
- One (1) Pre & Post Registration Mailing List
- Company-Provided Product Flyer in Annual Meeting Conference Materials
- One (1) representative appointed to the Industry Advisory Committee
- Website link at www.carolinapain.org

2017 CORPORATE MEMBERSHIP

\$5,000

2017 Annual Meeting Participation as Follows:

- Membership Designation included on all print materials, membership roster, and highlighted on website
- One (1) Tabletop Exhibit Display in designated Corporate Member location.
- One (1) additional complimentary registration for a total of three (3) registrations
- One (1) Pre & Post Registration Mailing List
- Company-Provided Product Flyer in Annual Meeting Conference Materials
- Company Acknowledgement at Annual Meeting
- One (1) representative appointed to the Industry Advisory Committee.
- Website link at www.carolinapain.org

CONFERENCE BAGS

\$2,500

Distributed to all attendees. Your company logo along with the Pain Society of the Carolinas Logo is imprinted on bag. You may include One (1) Company/product flyer in the bag

PROMOTIONAL MATERIAL

\$ 500

Distributed to all attendees. Company-provided Product Flyer in the annual Meeting Conference Materials.

LANYARDS

\$ 500

Distributed to all attendees. Company-provided lanyards for badges.

ZIP DRIVES

\$ 500

Distributed to Attendees. Company provides 2GB USB Zip Drives – Company Logo at Company's discretion.

WINE POUR AT NETWORKING RECEPTION

\$ 750

Serve up to 5 bottles of society-provided wine from your display during the Networking Reception on Friday, December 1, 2017.

BOOKING FORM NEXT PAGE

APPLICATION FOR EXHIBIT SPACE

The Pain Society of the Carolinas Annual Meeting and Scientific Sessions
December 1-3, 2017 Belmond Charleston Place Hotel, Charleston, South Carolina

FAX TO: (727) 362-6210

EMAIL TO: lisa@carolinapain.org

Company Name: _____

Exhibit Coordinator: _____ Email: _____

Onsite/ Local Contact: _____ Email: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____

Number of Tabletop booths (\$2,500 each): _____ *Booth Height is restricted to 8ft. and must fit a 6-foot tabletop.*

Additional Opportunities: (list here) _____

Product/Equipment Being Displayed: _____

(Email a 50-word description to lisa@carolinapain.org by November 15, 2017 to be included in the Final Program)

Please list the name of any company that you do **not** wish to be located next to or across from and we will do our best to accommodate you. _____

We agree to abide by the Rules and Regulations established for exhibitors in this Prospectus and understand the cost of each Tabletop booth is \$2,500. A 50% deposit should accompany the application for exhibit space to be allocated a tabletop and must be received no later than August 1, 2017 I understand that I will be sent an invoice for any balance due.

Enclosed is \$ _____ Check #: _____

Please make checks payable to The Pain Society of the Carolinas and mail to The Pain Society of the Carolinas, 145 Kimel Park Drive, Suite 330, Winston Salem NC 27103 (EIN 45-2802963)

Please pay by Credit Card - Send me an online invoice to: _____ (email)

SIGNATURE: _____ DATE: _____

Cancellation Policy:

Cancellations received in writing by November 1, 2017 will be charged a 25% administrative fee.

There will be no refunds for cancellations received after November 1, 2017.