



EXHIBITOR OPPORTUNITIES

EXHIBIT SPACE

\$6,700.00

- 6' x 30" Tabletop
- 2 full meeting registration packages*
- 2 exhibitor registrations**
- Recognition in Program Book, *Newsletter*, and onsite meeting signage

* One Full meeting registration package includes 1 ticket to each of the following events: New Members Welcome Reception, Theme Dinner, 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 wear their 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 Friday morning Samson Fun Run, and Friday afternoon's Golf Tournament. Individual tickets to these activities may be purchased on a space-available basis, at the same price charged to all attendees. The sign-up form will be in the online Exhibitor Service Kit available in July.

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

EXHIBIT DATES & HOURS*

Thursday, June 23rd 7:00 am – 12:00 pm
Friday, June 24th 7:00 am – 12:00 pm

Continental Breakfast and coffee breaks will be served in the exhibit hall.

***Times are subject to change.**

EXHIBIT HALL LOCATION AND BENEFITS

The exhibits are located in the Grand Promenade, adjacent to the Scientific Sessions located in Grande Ballroom 2-5. 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.

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 \$5,500. 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 Monday, February 21, 2022. Checks should be made payable and mailed to:

Western Thoracic Surgical Association | 500 Cummings Center, Suite 4400 | 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 22nd. All exhibits must be set by 630 am on Thursday, June 23rd 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 12:00 pm on Friday, 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 3:00 pm on Saturday, June 25th.

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.

ELECTRICAL / AUDIO-VISUAL / HOUSING / AV FORMS

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

SPECIAL NEEDS

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

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.

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 two (2) complimentary full meeting registration packages* and two (2) 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 February 21, 2022 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 Grand Hyatt Kauai, 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 still 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.

REFUNDS/CANCELLATIONS

Cancellations received in writing by February 21, 2022 will be subject to a 25% administrative fee. Cancellations received after February 21, 2022 will not receive a refund.

PROTECTION OF THE FACILITY

Exhibitors will be held liable for any damage caused to the Hotel and convention hall, 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.

INSURANCE AND INDEMNIFICATION

Exhibitor agrees to carry and maintain and provide evidence of liability and other insurance in amounts sufficient to provide coverage against any claims arising from any activities arising out of or resulting from the respective obligations pursuant to this contract. Exhibitor's insurance policy shall name Hotel and WTSA as additional insureds. Damage to the Hotel premises by the exhibitor or appointed contractors will be the exhibitor's responsibility. Exhibitor will accept full responsibility for any damages resulting from any action or omissions of their individual staff and designated contractors in conjunction with the exhibit activities. The Hotel and WTSA are not responsible for any loss or damage no matter how caused, to any samples, displays, properties, or personal effects brought into the Hotel, and/or for the loss of equipment, exhibits or other materials left in the meeting rooms.

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 February 21, 2022.

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.