



**CAP-ACP
67th Annual
Scientific Meeting
Hyatt Regency, Vancouver, BC
July 9-12, 2016**

| SPONSORSHIP & EXHIBIT PROSPECTUS |

www.cap-acp.com



Sponsorship Opportunities

PLATINUM – \$10,000

Entitlements:

- Printed recognition in final congress program by sponsorship category
- Website recognition with logo and hyperlink
- Corporate logo on onsite sponsor recognition signage
- 1 Complimentary Exhibit Booth
- 3 Complimentary Full Registrations for company representatives
- 1 e-blast to pre-congress attendance list¹
- One quarter-page ad in the *Canadian Journal of Pathology*

GOLD – \$7,500

Entitlements:

- Printed recognition in final congress program by sponsorship category
- Website recognition with logo and hyperlink
- Corporate logo on onsite sponsor recognition signage
- 2 Complimentary Full Registrations for company representatives
- 1 e-blast to pre-congress attendance list¹
- One quarter-page ad in the *Canadian Journal of Pathology*

SILVER – \$5,000

Entitlements:

- Printed recognition in final congress program by sponsorship category
- Website recognition with logo and hyperlink
- Corporate logo on onsite sponsor recognition signage
- 1 Complimentary Full Registration for company representative

BRONZE – \$3,000

Entitlements:

- Printed recognition in final congress program by sponsorship category
- Website recognition with logo and hyperlink
- Recognition on onsite sponsor recognition signage

BOOTH – \$1,600

- 10' wide x 8' deep booth space with 8 ft. high background drape and 3 ft. high sidewall drape
- One 6 ft. draped table
- One duplex electrical outlet
- Company's name listed in Program
- One exhibitor registration

COMMERCIAL SATELLITE SYMPOSIA

- Please contact the Conference Office – Some time slots will be available for commercial satellite symposia.

¹e-blast will be sent to attendees via conference office



Additional Benefits!

CAP-ACP offers a number of opportunities to enhance the exhibit experience for vendors and attendees. Enhancements include:

PRE-CONFERENCE EXPOSURE

- ¼ page promotion in spring 2016 issue of *Canadian Journal of Pathology* for Platinum and Gold sponsors
- Pre-conference microsites on conference web-page – informational/promotional material on what vendors will present at the meeting
- Advance attendee contact information provided for pre-conference engagement
- Social media (Twitter/Facebook) with conference and exhibitor updates
- Pre-conference eBlast with exhibitor information and schedule of exhibitor events to all CAP members, not just conference attendees

AT THE CONFERENCE

- Unopposed exhibiting hours
 - Monday 30 minute morning refreshment break
 - Monday 90 minute lunch
 - Monday 30 minute afternoon refreshment break
 - Monday 90 minute wine and cheese reception
- Full WiFi access in conference facility and exhibitor area
- Conference app including self-guided tour of exhibits and links to exhibitor websites
- Social media (Twitter/Facebook) with exhibitor information/updates
- Bar-coded attendee nametags (name, location, and email contact)
- Exhibitor-sponsored seminars (Sunday, Monday, Tuesday)
- Exhibitor lounge available for face-to-face meetings with attendees

POST-CONFERENCE EXPOSURE AND FEEDBACK

- Post conference eBlast to all attendees with sponsor/exhibitor information and highlights
- Sponsor/exhibitor microsites remain on conference web-page for 2 months post-conference
- Exhibitors will be provided with all attendee feedback related to the exhibits
- Opportunity for CAP-ACP to receive feedback and suggestions from the exhibitors



Booth Information

Booth Specifications: 10' wide x 8' deep

Booth Rental Fees: \$1,600.00 per booth (plus applicable taxes)

Standard Booth Includes:

- 8 ft. high background drape and 3 ft. high sidewall drape
- One 6 ft. draped table
- One electrical outlet
- Company's name and booth location listed on app
- One exhibitor registration

Display Restrictions:


All displays must stay within the boundaries of the booth. Backwall height restriction is eight (8) feet. Sidewalls and display fixtures occupying the front one-half of exhibit space (four (4) feet in from the aisle) cannot exceed a height of four (4) feet within ten (10) feet of a neighbouring exhibit.

Other Services:

The exhibit area is carpeted. Display services, drayage, shipping, customs brokerage, audio-visual equipment, telecommunication lines, additional electrical outlets, signage, and other items you require can be ordered from the official show suppliers. Order forms will be provided to exhibiting companies upon receipt of the Exhibit Contract. Exhibitors will have the opportunity to book accommodations at the special conference rate.

Floor Plan:

Booth locations will be allocated by sponsorship level together with a first-come, first-served process, based on the date this signed contract is received by the Conference Office. A floorplan will be provided to exhibitors prior to the show.



Terms & Conditions of Contract

1. The Exhibitor agrees to abide by all regulations and rules adopted by the Organizing Committee, and agrees that the Organizing Committee shall have the right to amend and add to or delete from any and all rules and regulations at any time, at the sole discretion of the Organizing Committee.

2. All electrical wiring and outlets used by the Exhibitor in excess of the electrical outlet provided by the show shall be at the Exhibitor's sole risk and expense. All operating electrical equipment used in the exhibit must have C.S.A. or equivalent power authority approval.

3. Space contracted by the Exhibitor may not be sublet or assigned to any third party without the prior written permission of the Organizing Committee or its appointed agents, which permission may be withheld for any reason whatsoever in the sole discretion of the Organizing Committee.

4. THE EXHIBITOR WILL BE SOLELY LIABLE FOR AND WILL INDEMNIFY AND HOLD HARMLESS THE CANADIAN ASSOCIATION OF PATHOLOGISTS, THE CONFERENCE ORGANIZING COMMITTEE, EVENTS & MANAGEMENT PLUS INC., THE HYATT REGENCY VANCOUVER AND THE OFFICIAL SUPPLIERS FROM ANY INDIRECT, DIRECT, SPECIAL OR CONSEQUENTIAL LOSSES OR DAMAGES WHATSOEVER OCCURRING TO OR SUFFERED BY ANY PERSON OR COMPANY, INCLUDING, WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, EXHIBITOR, OTHER EXHIBITORS, THE ORGANIZING COMMITTEE, OFFICIAL SHOW CONTRACTORS, THE OWNER OF THE BUILDING AND THEIR RESPECTIVE AGENTS, SERVANTS AND EMPLOYEES AND MEMBERS OF THE PUBLIC ATTENDING THE SHOW, EITHER ON THE SAID SPACE OR ELSEWHERE IF SAID LOSS OR DAMAGES AROSE FROM OR WERE IN ANY WAY CONNECTED WITH EXHIBITOR'S OCCUPANCY OF SAID SPACE OR EXHIBITOR'S PARTICIPATION IN THE SHOW.

5. The Exhibitor is solely responsible for the placement and cost of insurance related to its participation in the Show.

6. It is understood that the Organizing Committee or its appointed agents has sole discretion in the assignment of display spaces. The Organizing Committee reserves the right to alter or change the Exhibitor's assigned location at any time if deemed by the Organizing Committee in its sole discretion to be in the best interests of the Show.

7. The Organizing Committee or its appointed agents reserves the right at any time to reject, prohibit, alter or remove exhibits or any part thereof, including printed materials, product, signs, lights or sound, and to expel exhibitors or their personnel if, in the Organizing Committee's sole opinion, their conduct or presentation is objectionable to other show participants.

8. The Exhibitor agrees to confine its presentation within the contracted space only, and within the maximum height set by the Show rules and regulations and to maintain staff in the assigned display space during show hours.

9. All goods shipped to the Show must be clearly marked with the name of the Exhibitor and the number of its allocated space. Goods must not be shipped

to the Show with shipping charges to be paid on arrival as these will not be accepted by the Organizing Committee. The Organizing Committee assumes no responsibility for loss or damage to goods belonging to the Exhibitor before, during the period of the Show, or after its closing.

10. The Exhibitor agrees that no display may be dismantled nor may any goods be removed during the entire duration of the Show. The Exhibitor also agrees to remove its exhibit, equipment and appurtenances from the Show premises by the final move-out time limit, or in the event of failure to do so, the Exhibitor agrees to pay such additional costs as are incurred by the Organizing Committee as a result of the Exhibitor's failure to move out prior to the time limit.

11. The Exhibitor agrees to abide by the instructions given by the dock supervisor pertaining to the move-in and move-out scheduling.

12. The Exhibitor agrees to comply with all union contracts and labour relations agreements in force, agreements between the Organizing Committee, official contractors serving companies and the building in which the Show will take place in accordance with the labour laws of the jurisdiction in which the building is located. The Exhibitor will not do anything directly or indirectly connected with his display which may be a violation of any law, bylaw, ordinance or regulation of any governmental body, or which may be in violation of the regulations of the Canadian Fire Underwriters Association or any other similar body.

13. The Organizing Committee reserves the right, in its sole discretion, to change the date or dates upon which the Show is to be held and shall not be liable to any party in damages or otherwise by reason of any such change. In addition, the Organizing Committee shall not be liable to any party in damages or otherwise for failure to carry out the terms of this Agreement in whole or in part where such failure is caused directly or indirectly by or in consequence of fire, storm, flood, war, rebellion, insurrection, riot, civil commotion, strike, or by any cause whatsoever beyond the reasonable control of the Organizing Committee whether similar to or dissimilar from the causes enumerated herein.

14. The Organizing Committee reserves the right to cancel this contract and to withhold possession of exhibit space if the Exhibitor fails to perform any material condition of this contract or refuses to abide by the Show rules and regulations, in which case the Exhibitor shall forfeit as damages any amount already paid for the right to participate in the Show, as well as the right to any further occupancy of such space.

15. Full payment must accompany the signed contract.

16. This contract may be cancelled by either party provided written notice is received by the other by March 16, 2016. In case of Exhibitor cancellation, an administrative fee of \$500.00 will be withheld. If the Exhibitor cancels after this date, it will be liable for 100% of the total contracted space costs. By cancelling this contract the Exhibitor forfeits all rights or claims to the allocated space and the Organizing Committee is free to rent it to others and collect the cancellation charge as damage.

Contract for Exhibit Space

Company: _____

Address: _____

City/Province _____ Postal Code: _____

Contact Person: _____ Position: _____

Tel: _____ Fax: _____

Email: _____

Exhibit space availability is limited. Booth locations will be allocated by sponsorship level together with a first-come, first-served process, based on the date this signed contract is received by the CAP-ACP Office.

BOOTH FEES

Booth Fee: \$1,600.00 (includes one (1) complimentary exhibitor registration).

Additional Booth Staff: \$200.00 (For additional staff members, fee covers food and beverage costs served in the exhibit area).

of Booths: _____ @ \$1,600.00 = \$ _____ (A)

of Additional Booth Staff: ¹ _____ @ \$200.00 = \$ _____ (B)

Total Fees (A+B): \$ _____ (C)

GST (C x 5%): \$ _____ (D) (GST: #1325 85910RT)

¹additional staff can be added at a later date

Total Owing (C+D): \$ _____

Please provide the names of any companies you would prefer not to be adjacent to in the exhibit hall:

PAYMENT

Payment by Cheque

Make cheque payable to: CAP-ACP Conference

Send cheque to: CAP-ACP, 4 Cataraqui Street, Suite 310, Kingston ON K7K 1Z7, Canada

Payment by Credit Card:

Visa MasterCard American Express

Card # _____ Expiry: _____

Signature: _____

AGREEMENT: We agree to abide by the Terms and Conditions for Exhibit Space set out on the official CAP-ACP 2016 Conference Exhibit & Sponsors Prospectus.

Signature: _____ Date: _____

This contract is null and void unless signed.

Return signed contract and payment to: CAP-ACP • 4 Cataraqui Street, Suite 310, Kingston, ON, K7K 1Z7
Tel: 613-531-9210 • Fax: 613-531-0626 • email: cap@eventsmgt.com