



EXHIBITOR INFORMATION

EXHIBIT HALL LOCATION

The exhibits and Hands-on Demonstration Areas will be located in the Grand Ballroom Salons E and F at the Marriott Copley Place in Boston, Massachusetts. The scientific sessions are located immediately next door in Salons G-K. Each space is a 10 x 10 ft. exhibit space maximum of two spaces is allowed per non-sponsoring exhibitor. Hands-on stations are 15x15 ft and are located on the exhibit floor.

Your exhibit fee includes the following:

- Use of contracted floor space.
- Daily aisle cleaning
- Two registrations
- Listing on ISMICS website
- Program Book Listing

EXHIBIT DATES, HOURS, FUNCTIONS IN EXHIBIT HALL*

Wednesday, 11 June

PG Course:

Surgical Treatment of AF	8:00am-5:30pm
Endovascular Aortic Therapies	9:00am-12:30pm
Percutaneous Valvular Therapies	1:00pm-5:30pm
Advances in Minimally Invasive Thoracic Surgery	8:00am-5:30pm

Exhibits: 4:00pm-7:00pm

Hands-On Skills Session: 4:00pm-5:30pm

Welcome Reception: 5:00pm-7:00pm

Thursday, 12 June 7:30-11:00am, 1:00-5:00 pm

Continental Breakfast: 7:15-8:30am

Hands-On Session: 9:00-9:45am, 3:00-3:45pm, & 4:50-5:45pm

Reception: 4:30-6:00 pm

Friday, 13 June, 7:30-10:45 am, 1:00-3:30 pm

Continental Breakfast: 7:30-8:30am

Hands-On Session: 9:15-10:30am, 2:30-3:15pm

**Times are subject to change based on final program.*

PAYMENT

Final payment on space is due by 7 March 2008.

INSTALLATION OF EXHIBITS

Wednesday, 11 June 8:00 am – 3:00 pm

All exhibits must be set by 2:30 pm on Wednesday. Assembly of exhibits during regularly scheduled hours is not permitted.

Height Restriction: Inline booths can be NO higher than 8 feet. Island booths can be NO higher than 16 feet.

DISMANTLING OF EXHIBITS

Friday, 13 June 3:00 – 6:00 pm

All exhibits must remain intact until 3:00 pm on Friday and may not be dismantled or removed in whole or in part before that time. All materials must be removed by 6:00 pm.

PRE-REGISTRATION MAILING LABELS

The pre-registration labels are available for \$500 per set. Labels are available after the 23 May. All mailing pieces need to be approved by Show Management prior to the release of the mailing list. See online order form.

EXHIBITOR REGISTRATION FORMS

Exhibiting companies are limited to two (2) exhibit representatives per exhibit space. Additional exhibit badges may be purchased for \$450 per badge. For pre-registration, please return the Exhibitor Personnel Registration Form by Monday, 1 May 2008. Forms received after Monday, 1 May 2008 will be processed on-site.

SHIPPING INFORMATION

Freeman, the official contractor, will organize shipping for ISMICS. Please visit the service kit on the ISMICS website and click on the Freeman Link for detailed shipping information.

Advanced Freight

ISMICS 2008

c/o FREEMAN

1515 WASHINGTON ST

BRAINTREE, MA 02184

Freeman will accept crated, boxed or skidded materials beginning May 12 at the above address. Materials arriving after June 4 will be received at the warehouse with an additional after deadline charge. **PLEASE NOTE:** The warehouse will be closed on Monday, May 26 in observance of Memorial Day. Shipments will not be accepted on this date.

Direct Shipments

If shipping directly to the hotel, the shipment can arrive no earlier than 8 June 2008. Please send shipment to:

Marriott Copley Place

ISMICS- Company Name- Onsite Contact Name- Booth #

C/O Freeman (CSM: Melissa Colby)

110 Huntington Ave

Boston MA 02116.

617-236-5800

TELECOMMUNICATIONS & AUDIO VISUAL RENTAL

Please find the appropriate form in the online Service Kit.

HOUSING

The Hotel reservation forms can be found in the online service kit on the ISMICS website.

PRODUCT DESCRIPTIONS & GIVEAWAYS

The Product Description & Giveaway Form is located on the online service kit. This form is due no later than April 11th.

Product Descriptions: Your product description will appear in the ISMICS Program Book.

Giveaways: Promotional items to be distributed to physician attendees must be tasteful and be related to the overall message of the exhibitor.

BADGE IDENTIFICATION

TBD

ISMICS CONTACTS

ISMICS

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