

IPEG's 26th Annual Congress *for Endosurgery in Children*

Held in Conjunction with

BAPS 64th Annual Meeting

HILTON METROPOLE, LONDON, ENGLAND



Exhibit Dates: July 19-21, 2017

Congress Dates: July 19-22, 2017

EXHIBITOR PROSPECTUS 2017

IPEG's 26th Annual Congress for Endosurgery in Children

Held in Conjunction with

BAPS 64th Annual Meeting

- WHO:** International Pediatric Endosurgery Group (IPEG)
British Association of Paediatric Surgeons (BAPS)
- WHEN:** July 19-22, 2017
- WHERE:** Hilton Metropole
225 Edgware Rd, London W2 1JU, United Kingdom

What Is IPEG?

The International Pediatric Endosurgery Group (IPEG) is the premiere international association for physicians who perform minimally invasive surgery in children. IPEG was founded in 1991 by a handful of pediatric surgeons with a clear cut goal of ensuring that all pediatric and general surgeons who treat children have access to current information defining the best, least invasive surgical treatment. Today IPEG has over 800 members from over 52 countries.



What is BAPS?

The British Association of Paediatric Surgeons (BAPS) is a registered charity founded in 1953. The Association has a truly International membership, with over 800 members worldwide. The primary aim of BAPS is to set the standards of care of paediatric surgical practice in the UK and Ireland.



IPEG and BAPS share a primary mission to improve the quality of patient care through excellent surgical education.

How Does it Work?

- IPEG and BAPS meetings will run concurrently.
- Each group will present programs oriented toward its constituency.
- The program will feature a half-day of joint sessions and panels.
- IPEG and BAPS will share one exhibit hall.
- We expect attendance of over 700 surgeons.

Exhibit Hall

EXHIBIT HALL HOURS

- **Wednesday, July 19, 5:00 pm – 7:00 pm**
Opening Ceremony and Welcome Reception in Exhibit Hall
- **Thursday, July 20, 9:30 am – 4:00 pm**
Exhibits Open
- **Friday, July 21, 9:30 am – 4:00 pm**
Exhibits Open

EXHIBIT HALL SET-UP

- **Wednesday, July 19, 1:00 pm – 4:00 pm**

All set-up personnel must wear a set-up badge, which will be available at the registration desk. If set-up of an exhibit has not started by 4:00 pm on Wednesday, July 19, Show Management may order the exhibit to be disassembled and the exhibitor billed for all charges incurred. Show Management will not be responsible for any damage incurred.

All construction must be completed and aisles cleared by 4:00 pm on Wednesday July 19. All exhibits must be fully operational by 4:30 pm on Wednesday, July 19.

DISMANTLING & REMOVAL OF EXHIBITS

- **Friday, July 21, 4:00 pm – 9:00 pm**

Exhibitors may not begin dismantling until 4:00 pm, Friday, July 21. All exhibits must be packed and ready for shipment by 9:00 pm, Friday, July 21. Any materials not called for by that time will be shipped at the exhibitor's expense by the carrier selected by Show Management.

IPEG/BAPS Exhibit Hall will be located in Monarch Ballroom of Hilton Metropole.

CRITICAL DEADLINES

■ Early Bird Deadline	January 31, 2017
■ Exhibit Space Balance Due	March 10, 2017
Exhibitor Company Profile Form	April 28, 2017
Hotel Reservation Deadline	May 26, 2017
Independent Contractor Form	May 26, 2017
Independent Contractor Registration	May 26, 2017
Giveaway Notification Form	May 26, 2017
Function Space Request Form	May 26, 2017
Exhibit Staff List Due	June 16, 2017



IPEG Program Schedule

(AS OF OCTOBER 2016)



PRE-MEETING COURSE

Wednesday, July 19

- 8:00 am – 4:00 pm **MASTER CLASS & LECTURE** NON CME
- 5:00 pm – 7:00 pm **Welcome Reception in conjunction with BAPS** NON CME

IPEG'S 26th ANNUAL CONGRESS

Thursday, July 20

- 7:30 am – 8:20 am **SCIENTIFIC SESSION: Video I – Cool Tricks and Extraordinary Procedures**
- 8:20 am – 8:25 am **IPEG Welcome Address** NON CME
- 8:25 am – 8:30 am **Local Welcome Address** NON CME
- 8:30 am – 9:30 am **SCIENTIFIC SESSION: Basic Science and Simulation**
- 9:30 am – 10:00 am **PRESIDENTIAL ADDRESS & LECTURE: “The Future is You”**
- 10:00 am – 10:30 am **Break**
- 10:30 am – 12:00 pm **JOINT EXPERT PANEL: “Here We Go Again” – MIS Revisional Surgery: Indications & Outcomes**
- 12:00 pm – 1:30 pm **Lunch**
- 1:30 pm – 2:30 pm **SCIENTIFIC SESSION: Gastrointestinal MIS**
- 2:30 pm – 4:00 pm **JOINT EXPERT PANEL: “Oh Lets Just Do It Open” – MIS vs. Open Debate**
- 4:00 pm – 4:30 pm **Break**
- 4:30 pm – 5:00 pm **KEYNOTE LECTURE: TBD**
- 5:00 pm – 5:30 pm **SCIENTIFIC SESSION: Robotics and Single Site Surgery**
- 5:30 pm – 6:30 pm **INNOVATIONS SESSION** NON CME

Friday, July 21

- 7:30 am – 8:30 am **SCIENTIFIC VIDEO SESSION II**
- 8:30 am – 9:30 am **JOINT SCIENTIFIC SESSION: Colorectal & Hepatobiliary Minimally Invasive Surgery**
- 9:30 am – 10:00 am **Break**
- 10:00 am – 11:30 am **EXPERT PANEL: Pediatric Surgical Training – An International View**
- 11:30 am – 12:00 pm **KEYNOTE LECTURE: TBD**
- 12:00 pm – 1:30 pm **Lunch**
- 1:30 pm – 2:30 pm **SCIENTIFIC SESSION: Thoracic Minimally Invasive Surgery**
- 2:30 pm – 3:30 pm **SCIENTIFIC SESSION: Urology Minimally Invasive Surgery**
- 3:30 pm – 4:00 pm **Break**
- 4:00 pm – 5:00 pm **SCIENTIFIC SESSION: Colorectal & Hepatobiliary Minimally Invasive Surgery II**
- 8:00 pm – Midnight **Friday Night Main Event** NON CME

Saturday, July 22

- 8:00 am – 9:30 am **SCIENTIFIC SESSION: Miscellaneous**
- 9:30 am – 10:15 am **General Assembly** NON CME
- 10:15 am – 10:30 am **IPEG Awards** NON CME
- 10:30 am – 11:00 am **EVIDENCE BASED SURGERY: MIS Management of Pulmonary Adenomatoid Malformation**
- 11:00 am – 12:00 pm **VIDEO SESSION WITH EXPERT PANEL DISCUSSION: “My Worst Nightmare” – The Management of Unexpected Complications and Strategies for Future Avoidance**
- 12:00 pm **Closing Remarks**

BAPS Program Schedule (AS OF OCTOBER 2016)



WEDNESDAY, JULY 19

Trainees Half Day Free Paper Session
Opening Ceremony
Keynote Lecture
Peter Paul Rickham
President's prize session

THURSDAY, JULY 20

Scientific Sessions
Denis Browne Gold Medal Award
Joint Scientific Sessions

FRIDAY, JULY 21

Joint Scientific Sessions
Keynote Lecture
International Forum

SAVE THE DATES!

IPEG's 27th Annual Congress for Endosurgery in Children (with SAGES)

April 10-14, 2018
Seattle, WA, USA

BAPS 65th Annual Scientific Meeting

Liverpool, England, UK
July 11-13, 2018 (to be confirmed)



Space Assignment & Fees

BOOTH ASSIGNMENTS

The exhibit hall is located in the Monarch Ballroom of the Hilton Metropole.

Exhibitors will have an opportunity to review the floor plan and select preferred locations. Booths will be assigned on a first-come, first-served basis, based on **when the exhibitor application and deposit are received.**

1. EXHIBITOR FEES & SPECIFICATIONS

There is a \$500 discount on exhibit fee if application is received prior to the January 31, 2017 Early Bird Deadline.

- **Early Bird Fee** (prior to January 31, 2017): 6' Tabletop for \$2,500
- **Standard Fee** (after January 31, 2017): 6' Tabletop for \$3,000

INCLUDED WITH EACH BOOTH: one (1) 6' draped table, two (2) side chairs, one (1) wastebasket, and one (1) identification sign (company name and booth number). Exhibit hall is carpeted.

2. PAYMENT SCHEDULE

- A deposit of 50% of the total exhibit rental charge must accompany signed application.
- Total balance due **March 10, 2017.**
- Please make check payable to IPEG.
- Payment must be made in US Dollars.

Applications not accompanied by at least a 50% deposit will be considered invalid and will not receive priority for selecting booth location. **If full payment is not received by March 10, 2017 the space may be reassigned or resold.** All reservations must be made in writing. Applications from exhibitors who have outstanding balances due to IPEG from any previous year will not be processed without full payment of delinquent accounts.

3. SERVICES EXCLUDED

Booth rental fee does not include the following services: drayage, floral, electricity, supplementary furniture or audio-visual. Information regarding these items will be included in the Exhibitor Confirmation Kit.

4. EXHIBITOR REGISTRATION

Exhibit registration includes a maximum of four (4) personnel per 6' space. The deadline for the exhibit staff list is **June 16, 2017** and badges may be picked up on-site. Exhibit badges are not to be given or lent to any individual except the exhibit personnel to whom the badge has been issued. Exhibitors may attend sessions as long as they do not engage in sales while in the session rooms. Additional Exhibitor Badges can be purchased by contacting Show Management.

5. EXHIBITOR STAFF CONDUCT

Exhibitors must set up, occupy, and staff their exhibits during all hours exhibits are open. Failure to do so may result in ineligibility for future meetings. Names of all participants affiliated with exhibits must appear on the corresponding company staff list sent to Show Management. False certification of individuals as exhibitor's representatives, misuse of exhibitor badges or any other method assisting unauthorized persons access to the

exhibit floor or scientific sessions will be just cause for expelling the violator from the exhibition, or barring him/her from further entrance to the exhibit floor or removing his/her exhibit from the exhibit floor without obligation on the part of Show Management for refund of fees.

Exhibit personnel are expected to remain in their rented space and not view other exhibits except by invitation of other exhibitors. Interviews, demonstrations, and the distribution of literature must be made within the booth area assigned to the exhibitor. Canvassing or distributing of advertising materials beyond the perimeters of the exhibitor's own booth will not be allowed. Additionally, exhibitors are prohibited from posting signs relating to exhibits or any company activity outside the perimeter of the exhibitor's own booth.

When food and beverage are served in the Exhibit Hall during lunch and breaks, exhibit personnel may participate but are expected to allow attendees to participate first.

6. EXHIBITOR GUEST POLICY

Guests of exhibitors should be included on the individual company's staff list. Charges for additional badges over the number included with the purchase of booth space will be assessed at \$25.00 per badge. An exhibitor may not register as staff any person eligible for registration as an IPEG or BAPS meeting attendee.

7. SUBLETTING OF SPACE

Exhibitors may not assign or apportion to others the whole or any part of the space allocated and may not display goods or services other than those manufactured or regularly distributed by the applicant(s).

8. CANCELLATION & REDUCTION/RELOCATION POLICY

Notification of cancellation or reduction of space must be in writing. If this agreement is canceled by the exhibitor for any reason or by Show Management because of Exhibitor's default or violation of this agreement, monies paid to IPEG by the Exhibitor shall be retained as follows:

- \$100 per space if application is canceled prior to **January 31, 2017**
- \$1,300 per space if application is canceled prior to **March 10, 2017**
- **NO REFUNDS** for any cancellations or reductions after **May 1, 2017**

9. BOOTH ASSIGNMENTS

The initial assignment of booth space occurs between January 31, 2017 and March 10, 2017. All booth space will be assigned on a first-come, first-served basis.

10. SHOW MANAGEMENT

International Pediatric Endosurgery Group (IPEG)

11300 W. Olympic Blvd. Suite 600, Los Angeles CA 90064
PHONE: 310-437-0553, ext. 161 FAX: 310-437-0585
EMAIL: Paula Kupiec, paula@ipeg.org
WEBSITE: www.ipeg.org

Rules & Regulations

1. EXHIBITOR PROGRAMS & PRESENTATIONS

Exhibitor presentations may take place during any hours the exhibit hall is open to registrants.

Exhibitor programs or presentations must be confined to the exhibitor's assigned booth space. The sound intensity of such activities as determined by Show Management, must not interfere with the activities of neighboring exhibitors. Show Management reserves the right to determine at what point sound constitutes interference with others and whether it must be discontinued.

Programs or presentations are to be straight forward in nature and must avoid the use of sideshow or theatrical gimmicks.

Videotapes and films may be shown provided that screens are placed in the rear of the booth to eliminate congestion in the aisles.

Any visual or other transmissions from off-site locations including tele-surgery require written permission from Show Management. Request forms for these educational events will be included in your exhibitor confirmation kit and must be completed and returned to the show office by **May 26, 2017** deadline.

2. DIRECT SALES ON EXHIBIT FLOOR

No direct sales are permitted to take place on the exhibit floor excluding book sales. Orders may be taken and processed for delivery elsewhere but product may not be conveyed in the exhibit area.

3. DISPLAY OF INVESTIGATIONAL PRODUCTS

All exhibitors must comply with FDA rules regarding display of investigational products. Display of any investigational products is not an endorsement by IPEG or BAPS. To comply with the Food and Drug Administration's Guidelines on Notices of Availability, any investigational product exhibited or graphically depicted should:

- Contain only objective statements about the product.
- Contain no claims of safety effectiveness or reliability.
- Contain no comparative claims to other marketed products.
- Be displayed solely for the purpose of obtaining investigator responsibilities.
- Display a statement: "Caution - Investigational Device - Limited to Investigational Use" (or similar statement) in prominent size and placement.

4. POLICY ON ACCME STANDARDS FOR COMMERCIAL SUPPORT (SCS)

As a sponsor of ACCME accredited activities, IPEG is committed to presenting CME activities that promote improvements or quality in healthcare and are independent of the control of commercial interests. As part of this commitment, IPEG requires clear separation between exhibit/marketing/advertising activities and educational activities.

Exhibitors are requested to review the ACCME Standards for Commercial Support (www.accme.org/requirements/accreditation-requirements-cme-providers/standards-for-commercial-support), and in particular:

STANDARD 4: Appropriate Management of Associated Commercial Promotion:

- STANDARD 4.1: Arrangements for commercial exhibits or advertisements cannot influence planning or interfere with the presentation, nor can they be a condition of the provision of commercial support for CME activities.
- STANDARD 4.2: Product-promotion material or product-specific advertisement of any type is prohibited in or during CME activities. The juxtaposition of editorial and advertising material on the same products or subjects must be avoided. Live (staffed exhibits, presentations) or enduring (printed or electronic advertisements) promotional activities must be kept separate from CME. There will be no 'commercial breaks.' For live, face-to-face CME, advertisements and promotional materials cannot be displayed or distributed in the educational space immediately before, during, or after a CME activity. Providers cannot allow representatives of Commercial Interests to engage in sales or promotional activities while in the space or place of the CME activity.
- STANDARD 4.3: Educational materials that are part of a CME activity, such as slides, abstracts and handouts, cannot contain any advertising, trade name or a product-group message.
- STANDARD 4.4: Print or electronic information distributed about the non-CME elements of a CME activity that are not directly related to the transfer of education to the learner, such as schedules and content descriptions, may include product-promotion material or product-specific advertisement.

Rules & Regulations

5. INSURANCE & LIABILITY

The Exhibitor assumes entire responsibility and liability for losses, damages, and claims arising out of injury to any person, or loss of, or damage to property when such loss, damage or injury is in any way connected to the exhibitor's participation in the exhibition. Exhibitors shall indemnify and hold harmless IPEG, BAPS and Show Management, their officers, directors, agents, members and employees and the designated convention facilities, their agents, and employees from any and all such losses damages and claims. Exhibitors agree to protect, save, and keep IPEG, BAPS, Show Management and the London Hilton Metropole Hotel forever harmless from any damage, or charges imposed for violation of any law or ordinance whether occasioned by the negligence of the Exhibitor or its agents as well as strictly to comply with the applicable terms and conditions contained in the agreement between the London Hilton Metropole Hotel and IPEG regarding the exhibit premises and further an Exhibitor shall at all times protect, indemnify, save, and keep harmless IPEG Show Management and the London Hilton Metropole Hotel against any and all loss, cost, damage, liability, or expense arising from, or out of or by reason of said Exhibitor's occupancy and use of exhibit premises or part thereof. Although security is provided by Show Management, furnishing of such security shall not be deemed to effect the non-liability of IPEG Show Management, BAPS, their members, officers, representatives, or the official services contractors, or the London Hilton Metropole Hotel to modify in any way the assumptions or risk provided herein.

If any part of the exhibit hall is damaged or destroyed in such a way as to prevent IPEG, BAPS or Show Management from allowing an Exhibitor to occupy its assigned booth space during any portion of the exhibition or if same is prevented by strikes, Acts of God, national emergency, acts of terror, or other causes beyond the control of IPEG, BAPS or Show Management, Exhibitors will be charged for space during the time it was, or could have been occupied; and Exhibitors hereby waive any claim against IPEG, BAPS or Show Management, their members, directors, agents, or employees for losses or damages that may occur due to such inability to occupy assigned space.

6. PHOTOGRAPHY

An exhibit or its products may not be photographed or videotaped without the permission of the legitimate occupants of that booth. Show Management reserves the right to photograph exhibits for society purposes.

7. HOTEL RESERVATION POLICY

IPEG has reserved blocks of rooms at the following hotels:

- London Hilton Metropole Hotel

Exhibitors are required to reserve rooms within the meeting room block and may book their hotel rooms directly with the hotel. Hotel reservation instructions will be included with your exhibitor confirmation kit.



IPEG 2017 Support Opportunities

Support for IPEG's annual congress is considered an educational grant, subject to ACCME Standards of Commercial Support. A signed Letter of Agreement must be received in advance of the congress in order for support to be acknowledged.

DIAMOND LEVEL SUPPORT \$30,000

- Acknowledged as a Diamond Level Supporter of the IPEG Keynote Address, IPEG Masterclass, Presidential Address, Innovations Session, Video Sessions, and Poster Presentations
- Acknowledged as a Supporter of official IPEG Event – up to (6) company staff invited
- Pre- and post-meeting registration mailing lists
- Support acknowledged in *Journal of Laparoendoscopic and Advanced Surgical Techniques* in issues immediately preceding and following the meeting
- Acknowledged as a Diamond Level Supporter in the advance program (if LOA received prior to publication), in the final program, on the IPEG 2017 meeting app, on signage at the event, and on the IPEG website

PLATINUM LEVEL SUPPORT \$20,000

- Acknowledged as a Platinum Level Supporter of the IPEG Keynote Address, IPEG Masterclass, Presidential Address, Innovations Session, Video Sessions, and Poster Presentations
- Acknowledged as a Supporter of official IPEG Event – up to (4) company staff invited
- Pre- and post-meeting registration mailing lists
- Support acknowledged in *Journal of Laparoendoscopic and Advanced Surgical Techniques* in issues immediately preceding and following the meeting
- Acknowledged as a Platinum Level Supporter in the advance program (if LOA received prior to publication), in the final program, on the IPEG 2017 meeting app, on signage at the congress, and on the IPEG website.

GOLD LEVEL SUPPORT \$15,000

- Acknowledged as a Gold Level Supporter of the IPEG Masterclass, Innovative Sessions, Video Sessions, and Poster Presentations
- Support acknowledged in *Journal of Laparoendoscopic and Advanced Surgical Techniques* in issues immediately preceding and following the meeting
- Pre- and post-meeting registration mailing lists
- Acknowledged as a Gold Level Supporter in the advance program (if LOA received prior to publication), in the final program, on the IPEG 2017 meeting app, on signage at the congress, and on the IPEG website.

SILVER LEVEL SUPPORT \$10,000

- Acknowledged as a Silver Level Supporter of IPEG Masterclass and Poster Presentations
- Support acknowledged in *Journal of Laparoendoscopic and Advanced Surgical Techniques* in issues immediately preceding and following the meeting
- Pre and post-meeting registration mailing lists
- Acknowledged as a Silver Level Supporter in the advance program (if LOA received prior to publication), in the final program, on the IPEG 2017 meeting app, on signage at the congress, and on the IPEG website.

BRONZE LEVEL SUPPORT \$5,000

- Acknowledged as a Platinum Level Supporter of the Innovations Session, Video Sessions, and Poster Presentations
- Pre- and post-meeting registration mailing lists
- Acknowledged as a Bronze Level Supporter in the advance program (if LOA received prior to publication), in the final program, on the IPEG 2017 meeting app, on signage at the congress, and on the IPEG website.

IPEG 2017 Support Opportunities

INDUSTRY SUPPORTED SATELLITE SYMPOSIA

\$15,000

“Satellite Symposium” refers to any activity that is deemed educational in nature and is independently organized and offered by another organization. This includes, but is not limited to, any educational activity that carries continuing medical education credits not sponsored by IPEG’s CME accrediting body. Symposia Rooms will be scheduled on a first-come first-served basis, upon approval by IPEG. Companies wishing to provide a satellite symposium must complete an application form. For more information and to receive an application form, please contact Paula Kupiec at 310-437-0553, ext. 161, paula@ipeg.org.

HANDS-ON COURSES

\$5,000-\$7,500

Hands-On Courses are non-CME. Companies supporting the hands-on labs may be asked to provide equipment. Specific equipment needs will be determined by the course chairs based on the educational goals of the courses and the procedures selected. Companies will receive a detailed equipment request under separate cover. Please contact Paula Kupiec in the IPEG office for course objective and description.

SUPPORT ACKNOWLEDGEMENT

Support for IPEG 2017 congress will be acknowledged in all program materials, on-site with signage and slides in the rooms in which a given event is held. If appropriate, support will be acknowledged with any course or event materials distributed on site. Please note the publication deadline for the IPEG Final Program is May 26, 2017. Confirmation of support and Letter of Agreement, must be received prior to the deadline for inclusion in both the advance or final programs.

Exhibit space is not included in Support Levels listed above.

IPEG values our relationship with industry and appreciates your thoughtful consideration of support. On behalf of the IPEG leadership, we invite you to join us in London, England, July 19-22, 2017 to be part of this exciting and valuable meeting.

For more information about supporting the IPEG congress, please contact Paula Kupiec at 310-437-0553, ext. 161, or paula@ipeg.org



Visual Impact Opportunities

KEY CARDS

\$2,500 + PRODUCTION

Want to make a big visual impact? Put your company's artwork on the hotel room key cards. A hotel room key card is one of the first things an attendee will see upon arrival and continue to see every day. Put your company logo and the meeting logo on the hotel room key for high visibility.

CHOCOLATE TURN-DOWN SERVICE

\$2,500 + PRODUCTION

Let your company's name be the last thing an attendee sees before turning in for the evening. Your company name, logo, and message will be placed on the wrapper for chocolate turn-down service. Put your company's logo on their pillow and steer them to your booth.

WELCOME BANNER

\$3,000 + PRODUCTION

Welcome attendees with a large banner displaying your company's name, logo, and special message. Your banner will be prominently displayed as attendees make their way into the meeting rooms every day. Contact show management for size requirements. All artwork must be approved by show management prior to production.

IPEG FINAL PROGRAM AD

The IPEG Final Program will be distributed to approximately 700 surgeons both attending the meeting and will be posted on the IPEG website prior to and after the congress. The Final Program contains all meeting information and abstracts. It is used as a reference by surgeons around the world, giving your company ongoing visibility. Please contact Paula Kupiec for deadlines, costs, and specifications.

IPEG MEETING APP ADVERTISING

For the first time ever, IPEG 2017 Congress will feature a Meeting App available for all devices. Meeting attendees will have access to the full schedule, list of exhibitors, ...

For more information about supporting the IPEG meeting, please contact Paula Kupiec at 310-437-0553, ext. 161, or paula@ipeg.org.

BAPS Support Opportunities

FULL PAGE ADVERT in the conference programme	£950
½ PAGE ADVERT in the conference programme	£650
LOGO on the holding slide between talks	£600
FLYER in the delegate bag	£400
LOGO WITH HYPERLINK on the BAPS website	£1,000
SILVER SPONSORSHIP	£5,500
GOLD SPONSORSHIP	£8,000

For more details please contact congress@baps.org.uk.



Exhibitor Application Form

IPEG/BAPS 2017 ■ July 19–22, 2017 ■ Hilton Metropole, London, England

We, the undersigned, apply for technical exhibit space at IPEG / BAPS 2017 to be held on July 19–22, 2017 at the Hilton Metropole in London, England. We accept the conditions, rules, regulations, terms and policies printed in the Exhibitor Prospectus, which form part of this agreement.

EXHIBITOR INFORMATION *Please indicate company information exactly as it should appear in all official publications.*

COMPANY NAME _____

ADDRESS _____

CITY _____

STATE _____

ZIP _____

PHONE _____

FAX _____

EMAIL _____

CONTACT INFORMATION

PRE-SHOW CONTACT _____

TITLE _____

PHONE _____

FAX _____

EMAIL _____

ONSITE CONTACT _____

TITLE _____

PHONE _____

FAX _____

EMAIL _____

EXHIBIT RESERVATION

Included in your exhibit fee are one (1) 6' draped table, two (2) side chairs, one (1) wastebasket and (1) one-line identification sign (company name and booth number). Additional items may be purchased in your exhibitor kit that will be sent to you. Please confirm your needs by selecting a choice below:

Yes, please reserve _____ exhibit space(s)

Booth Price: \$2,500 USD (prior to January 31, 2017) \$3,000 USD (after January 31, 2017) **Total Cost:** \$ _____

We prefer not to be in proximity to the following exhibitors (please list no more than two): _____

Signature: _____ Date: _____

Your signature on this application indicates that you understand and agree to comply with all the policies, rules, regulations, terms, and conditions contained in the IPEG/BAPS 2017 Exhibitor Prospectus and kit and have read the rules and agree to distribute them to those involved with your exhibit.

PAYMENT SCHEDULE **Deposit of 50%** is due upon receipt of application. **Balance is due by March 10, 2017.** Total booth price due with applications submitted after March 10, 2017.

Credit Card Payment (Visa, MasterCard, AMEX) CC#: _____ Exp.: _____

Card Holders Name: _____ Card Holders Signature: _____

Total est. cost of Exhibit: \$ _____ Amount to be charged: \$ _____ (50% deposit) \$ _____ (payment in full)

Check Enclosed (Please make check payable to IPEG)

Total est. cost of Exhibit: \$ _____ Deposit: \$ _____ (50% deposit) Total Amount Enclosed: \$ _____

PLEASE COMPLETE & RETURN THIS APPLICATION TO:

Paula Kupiec – IPEG ■ 11300 W. Olympic Blvd, Suite 600, Los Angeles, CA 90064 ■ FAX: 310-437-0585

Any Questions – please contact Paula Kupiec, IPEG Development & Exhibits Manager 310.437.0553 ext. 161 or paula@ipeg.org