

Exhibitor Prospectus

AMERICAN SOCIETY OF INTERVENTIONAL PAIN PHYSICIANS MEETINGS • JUNE 29 - AUGUST 2, 2013 • ST. LOUIS, MISSOURI

COMPREHENSIVE BOARD REVIEW

PAIN AND ADDICTION MANAGEMENT COMPREHENSIVE REVIEW COURSE



American Society of
Interventional Pain Physicians

We Invite You to Exhibit at these Informative ASIPP Meetings

The American Society of Interventional Pain Physicians was formed in 1998 with the goal of promoting the development and practice of safe, high-quality yet cost-effective interventional pain management techniques for the diagnosis and treatment of pain and related disorders, and to ensure patient access to these interventions. These meetings will continue that tradition and provide your organization with the opportunity to interact with a broad representation of physicians, nurses, office administrators, and office staff from around the country who are interested in the advancement of interventional pain management. The meetings provide an outstanding opportunity for you to reach the decision-makers who purchase your products and services.

We sincerely hope that you consider exhibiting at the meetings.

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ASIPP EXHIBIT SPACE RENTAL FEES

All exhibits are 6 ft tabletop displays.

Each booth is \$2,000 or \$1,000 for 1/2 week.

Note: Special pricing is available for corporate sponsors of ASIPP.

Each Exhibit booth includes:

- One (1) 6 ft table
- Two (2) chairs
- Four (4) complimentary exhibit personnel badge
- Admittance into all meetings and ASIPP sponsored meeting events
- Access to the online course syllabus
- One complete registration list (name, address, e-mail) will be given at the meeting

** Other services such as carpet, equipment rental, internet, electrical, miscellaneous services, and janitorial services may incur additional charges.*

EXHIBITS SCHEDULE

EXHIBIT DATES & HOURS*

Exhibit Move-In

- Sunday, July 28th, 2013 3:00pm – 6:00pm

Exhibit Registration

- Monday, July 29th, 2013 6:00am – 7:00am

SHOW DATES

- Monday, July 29th, 2013 7:00 am – 4:00 pm
- Tuesday, July 30th, 2013 7:00 am – 4:00 pm
- Wednesday, July 31st, 2013 7:00 am – 4:00 pm
- Thursday, August 1st, 2013 7:00 am – 4:00 pm
- Friday, August 2nd, 2013 7:00 am – 4:00 pm

EXHIBIT MOVE-OUT

- Friday, August 2, 2013 4:00pm – 6:00pm

EXHIBITION CONTACTS:

Paula Spear, ASIPP Meeting Coordinator
2831 Lone Oak Road, Paducah, KY 42003
Phone: 270-554-8373 ext. 149
Fax: 270-554-8987
E-mail: paula@thepainmd.com

Tom Prigge, Sponsorship Coordinator
81 Lakeview Drive, Paducah, KY 42001
Phone: 270-554-9412 Ext. 205
Fax: 270-554-5394
E-mail: tom@asipp.org

PAST MEETING STATISTICS

2012 Meeting

San Francisco, CA
July 30 - August 3, 2012
Total Exhibiting Companies: 8
Total Attendee: 131
Percentage Physician: 74%
Other Staff: 26%

2011 Meeting

St. Louis, MO
August 1-5, 2011
Total Exhibiting Companies: 9
Total Attendee: 200
Percentage Physician: 69%
Other Staff: 31%

2010 Meeting

Chicago, IL
August 9-13, 2010
Total Exhibiting Companies: 9
Total Attendee: 178
Percentage Physician: 81%
Other Staff: 19%

2009 Meeting

New Orleans, LA
August 11-15, 2009
Total Exhibiting Companies: 12
Total Attendee: 186
Percentage Physician: 70%
Other Staff: 30%

IMPORTANT DATES

June 17, 2013

Final deadline to cancel and pay a \$250 Administrative Fee.

July 1, 2013

Final date to cancel and receive a 50% refund on exhibit fee. After this date no refund will be made on cancellation.

July 7, 2013

Special room rate offer of \$155/night expires.

July 7, 2013

Deadline for Exhibitor Application and full booth payment to ASIPP.

July 15, 2013

Deadline for exhibitor staff registrations.

ASIPP MEETING EXHIBIT INFORMATION, RULES AND REGULATIONS

Application Instructions

To apply for exhibit space, please complete the enclosed application form and return with payment in full to the address on the application form. Submission of an application does not guarantee space availability, nor does it guarantee location.

All companies wishing to exhibit at the Meeting must be in good financial standing with ASIPP. Submission of an application is considered an agreement that companies will abide by the rules and conditions outlined in this prospectus and any others issued at any time by ASIPP. Submission of application does not guarantee exhibit space. ASIPP reserves the right to refuse an exhibitor who does not meet the educational, scientific or practice needs of its members.

Exhibit Space Rental Fees and Space Assignments

Exhibit booth size will be 6 ft tabletop. The cost for exhibit space is \$2000 full week or \$1000 1/2 week. Full payment for each booth must accompany the Exhibitor Application to reserve space. The deadline for receipt of the Exhibitor Application and full payment prior to assignment is July 7th, 2013. Exhibit space is first-come-first serve basis on day of set up.

Cancellation and Refund Policy

Notification of cancellation must be made in writing. If space is canceled on/prior to June 17th, 2013 a refund in the amount paid less \$250 administrative fee will be issued. Space cancelled after June 17th, 2013 but prior to July 1st, 2013 will receive a refund of 50% of paid exhibit fees. No refund will be made for space cancelled after July 1st, 2013.

Cancellation of the convention by ASIPP will result in a full refund to all exhibitors unless due to circumstances beyond the Society's control such as acts of God, labor disputes, acts of war, acts of terrorism, etc.

Installation

All exhibits must be erected by the given time listed within the exhibit schedule on page three (3). If additional time is needed for large displays arrangements MUST be made two weeks prior to show with ASIPP. Any fees associated with extended/overtime hours will be the responsibility of the exhibitor.

Use of the ASIPP Logo

The ASIPP logo, and those logos designated as ASIPP service logos, cannot be used without the express written permission of ASIPP.

The ASIPP logos and trademark must always be used in ways that are non-confusing, non-diluting, and non-disparaging. Non-confusing means that use should not imply inaccurate affiliation with or

endorsement ASIPP. Non-diluting means that use may not contribute to the marks becoming generic terms. Non-disparaging means that ASIPP trademarks may not be used to defame or derogate.

Exhibitor Badges and Admission

All Exhibitors must register for badges. Four (4) complimentary badges for exhibit personnel will be included with each exhibit booth space. Additional personnel badges will be issued for an additional fee of \$100 each. The deadline for Exhibitor staff registration is July 15th, 2013. Any registrations received after that date may not be accommodated. Exhibit personnel badges are to be used by company personnel working at the exhibit. The Exhibitor personnel badges allow entry to the didactic sessions of the meeting and any ASIPP sponsored events.

ASIPP shall have sole control over all admission policies at all times. Any person visiting the exhibits or attending any function of the meeting will be required to register and wear an appropriate badge while in attendance. Children ages 12 and under are not permitted in the exhibit hall at any time. There will be no exceptions to this policy. Exhibitors are permitted inside the hall one (1) hour prior to show opening each day in order to prepare their exhibits.

Security

General security will not be provided. Security and the protection of special valuable items are the responsibility of each Exhibitor at the Exhibitor's own expense.

Satellite/Social Events

Exhibitor-sponsored receptions, dinners, or other entertainment activities and/or meetings may not be schedule in direct conflict with a scientific session of the meeting, a Society function, or during show hours. Please refer to the enclosed Exhibitor Rules for details.

ASIPP Room Rate

Rooms have been reserved at the Chase Park Plaza at specially-negotiated rates exclusive to ASIPP of \$155/night. For more information, or to secure a hotel reservation, please visit www.asipp.org. The online hotel reservation system link will be posted as soon as it is made available and the cut-off date for the special rate is July 7th, 2013.

EXHIBITOR RULES AND REGULATIONS

All exhibitors must adhere to the following rules and regulations and other rules and regulations that may be promulgated by the American Society of Interventional Pain Physicians (ASIPP), all of which are incorporated by reference as part of all exhibit space rental agreements.

1. Interpretation of Rules

ASIPP shall have full power in the interpretation and enforcement of rules and regulations governing exhibitors. Issues and questions not covered by the regulations shall be subject to the final judgment and decision of ASIPP. ASIPP may amend these rules and regulations at any time, and the amendments so made shall be binding upon the exhibitor equally with these rules and regulations, and shall become a part thereof, providing the exhibitor is notified of the amendments. Notice may be verbal or in writing, before or during the meeting, and may be given to any authorized agent or representative of the exhibitor.

2. Purpose of Exhibits

The American Society of Interventional Pain Physicians, a non-profit organization. The purpose of the exhibits, an integral part of the Society's educational activity, is to complement the professional meetings and clinical sessions by enabling registrants to evaluate the latest developments in equipment, supplies, and services that are relevant to patient care. ASIPP does not in any manner endorse any of the products or services related to the exhibits that have been accepted for display and sale during the meeting.

3. Installation*

All exhibits must be erected by the given time within the general information portion of the prospectus. No trunks, cases or other packaging materials are to be left in the exhibit area after installation of the booth, nor may such materials be brought into the exhibit hall during open exhibit hours. Any spaces not claimed and occupied for which no special arrangements have been made in writing two weeks prior to the event, shall revert to ASIPP to be re-let and occupied in any manner and for such purposes as ASIPP may see fit.

4. Exhibit Hours

ASIPP requires all exhibits to remain open, with at least one representative in the booth, during the specified exhibit hours. Hours are subject to change.

5. Exhibit Hall Access

Exhibitor personnel will be permitted on the exhibit floor one hour prior to the opening and may remain one-half hour after the daily closing of the exhibit hall with the exception of when dismantling begins (please see times within the general information).

6. Sales and/or Solicitation of Orders

Sale of products and services is allowed on the exhibit floor provided such sales are conducted in a professional, business-like manner, in accordance with ASIPP guidelines, and the exhibitor complies with all state and local tax regulations. ASIPP reserves the right to restrict sales activities that it deems inappropriate or unprofessional.

7. Eligibility to Exhibit

The exhibit is designed for the display, demonstration and sale of products and services relating to the practice and advancement of the art and science of interventional pain management and the professional education and support of the members of ASIPP. ASIPP reserves the right to determine the eligibility of all exhibit space applicants. Please refer to the ASIPP Approval of Companies Policy.

8. Space Assignments

Assignment of space will be based on first-come,

first served basis. Applications received without the necessary payment will be returned to the applicant.

9. Space Relocation

ASIPP reserves the right to relocate an exhibitor at any time. ASIPP reserves the right to change the exhibit floor plan if conflicts arise regarding space requests or conditions that are beyond the control of ASIPP. ASIPP reserves the right to locate exhibitors demonstrating loud apparatus or conducting odor producing activities in an area where the noise or aroma will not interfere with other exhibits.

10. Subletting of Space

The subletting, assignment or appointment of the whole or any part of an exhibitor's space by the exhibitor is prohibited. Exhibitors may not advertise or display goods in their exhibit other than those manufactured or sold by them in the regular course of business.

11. Booth Payments

The total amount due must accompany the exhibit application/contract. The application will not be processed nor space assigned without the required payment.

12. Cancellations or Reductions in Space

Cancellation of exhibit space must be made in writing on company letterhead. Refund amounts will follow the cancellation policy listed within the general information portion of the exhibiting prospectus. Canceling companies may not cede exhibition space to other companies; exhibit space is the property of ASIPP, is non-transferable and will be assigned according to the wait list. Cancellation of the convention by ASIPP will result in a full refund to all exhibitors unless due to circumstances beyond the association's control such as acts of God, labor disputes, acts of war, acts of terrorism, etc.

14. Exhibitor Appointed Contractors

Exhibitors who plan to use a service contractor other than the official service contractors must notify ASIPP in writing at that time of application with the company name, address, telephone number, name of supervisor scheduled to be in attendance at the meeting and a statement that such contractor will comply with all rules and regulations of the show. Independent contractors must perform all services in a timely and professional manner, in accordance with the meeting's established deadlines, not engage in solicitation of business on the exhibit floor for present or future conventions, provide a Certificate of Insurance to ASIPP no later than the final application deadline outlined in the general show information and register all employees and temporary help at the exhibitor registration desk.

15. Booths

All booths are 6' tabletop. All booths not located against a fixed wall of the facility will be limited to 9' in height.

16. Booth Arrangement and Construction

All exhibits must be confined to the spatial limits of their respective booth(s) as indicated on the floor plan and all equipment, products or materials to be shown or demonstrated must be placed within the exhibitor's contracted exhibit space in order to ensure attendees viewing the exhibit will stand within the said space, not in the aisles. All exposed parts of displays must

be finished so as to present an attractive appearance when viewed from the aisles or from adjoining exhibits. The exposed portions may be draped at the exhibitor's expense. All tables used in the space must be skirted. No pins, tacks or adhesives of any kind may be attached to the facility including walls and columns. No nails or bracing wires used in erecting displays may be attached to the premises without the written consent of facility.

17. Fire Regulations

All displays or exhibited materials must be fireproof to conform to all applicable federal, State, and city fire safety regulations and laws. Combustible materials must be treated with an effective flame retardant material. Oilcloth, tarpaper, sisal paper, nylon, orlon, and certain plastic materials that cannot be made flame retardant are prohibited.

18. Utilities

Complete information on utilities will be available in the exhibitor service kit.

19. Shipping Information

Complete shipping information will be available in the exhibitor service kit.

20. Return Shipments

Individual shipping arrangements need to be made either with the facility or the Official Service Contractor. ASIPP is not responsible for return shipments.

21. Exhibitor Personnel

Registration of exhibitor personnel should be included in the application. In order for all registered personnel to receive the pre-printed name badges these applications should be presented by the listed deadline of applications within the general information material. Applications received after that with personnel listed will not receive a pre-printed badge. Exhibiting companies may register up to four employees free of charge for each 8'x10' space reserved. Additional registrants will be charge \$100 each. Exhibitors' badges are not to be issued to individuals who wish to gain admittance for the sole purpose of contacting other exhibitors.

22. Badge Distribution

Badges will be distributed onsite from the exhibitor registration desk. Representatives without a badge will not be admitted to the exhibit hall. Badges are personal and non-transferable and must be worn in the exhibit area at all times. Should a registered Exhibitor Representative be unable to attend the meeting, the badge fee may be transferred to another person. Only the Designated On-site Contact can authorize this transfer.

23. Program Proceedings Distribution

The designated on-site company representative is entitled to one online access code of the Program Proceedings per booth contracted.

24. Admission to the General Sessions

Exhibitors may attend the General Sessions free of charge once all attending doctors have been seated. But at no time shall they receive CME credits without paid registration to the actual meeting itself. Exhibitors also may attend all meeting oriented functions such as meals and non-meeting events sponsored by ASIPP.

EXHIBITOR RULES AND REGULATIONS

All exhibitors must adhere to the following rules and regulations and other rules and regulations that may be promulgated by the American Society of Interventional Pain Physicians (ASIPP), all of which are incorporated by reference as part of all exhibit space rental agreements.

25. Exhibitor Conduct

ASIPP reserves the right to approve all exhibits and related activities. ASIPP may require that an exhibit be curtailed if it does not meet the standards set forth herein. An exhibitor of a questionable exhibit or activity related thereto must submit a description of the exhibit or activity with the exhibit application for ASIPP approval.

The exhibit hall will be inspected during installation hours and efforts will be made to advise exhibitors of any deviation from exhibit rules. Exhibitors must make all corrections requested by ASIPP at their own expense or risk removal from the exhibition without notice and without obligation on the part of ASIPP or any refund.

ASIPP reserves the right to expel or refuse admittance to any representative whose conduct is, in its opinion, not in keeping with the character and/or spirit of the meeting.

Exhibit personnel may NOT enter another exhibitor's booth without obtaining permission. Lingering in the aisles surrounding another exhibitor's booth for the purpose of obtaining product information or distracting attendees is strictly prohibited.

Exhibitors may not sell, serve or dispense any food or beverage on the exhibit floor unless approved in writing by ASIPP.

No procedures may be performed on any live tissue on the exhibit floor.

Show management reserves the right to determine at what point sound or odor interferes with others and must be discontinued.

Laser equipment may be operated only if the laser is contained within a safety shield.

No smoking is permitted within the exhibit hall at any time including installation, exhibit hours and dismantling.

26. Use of the ASIPP Logo

The ASIPP logo, and those logos designated as ASIPP service logos, cannot be used without the express written permission of ASIPP. The ASIPP logos and trademark must always be used in ways that are non-confusing, non-diluting, and non-disparaging. Non-confusing means that use should not imply inaccurate affiliation with or endorsement ASIPP. Non-diluting means that use may not contribute to the marks becoming generic terms. Non-disparaging means that ASIPP trademarks may not be used to defame or derogate.

27. Photography

Only the official photographer may take photographs in the exhibit hall. Exhibitors taking photographs in the exhibit hall will have their film or data cards confiscated.

28. Handouts and Giveaways

Distribution of all giveaways except the exhibitor's own products and literature must be approved in writing by ASIPP prior to the meeting. Requests for questionable giveaway items, accompanied by a sample of the giveaway that will not be returned, or an electronic image of the item, must be submitted by the final application deadline. ASIPP will request the removal of

unapproved items.

29. Contests, Raffles, Etc.

Contests and raffles are permitted with prior approval from ASIPP. Requests must be submitted by the final application deadline. The rules must be posted at the booth and include: eligibility, date and time of drawing, the words "no purchase necessary to enter", and how winners will be notified. ASIPP must be notified of the winners and when the prize was awarded. ASIPP reserves the right to restrict contests or raffles that it deems inappropriate or unprofessional.

30. Children

No children under 12 years of age will be permitted to enter the exhibit hall during the installation or dismantling of exhibits.

31. Security

ASIPP will not provide security service in the exhibit hall. Neither ASIPP nor the meeting facility will be held responsible for any loss or damage to the exhibitor's property. Exhibitors must take precautions to protect their property against pilferage.

32. Insurance and Liability

Exhibitors shall be fully responsible for any claims, liabilities, losses, damages or expenses of whatever kind and nature relating to or arising from an injury to any person, or loss of or damage to property where such injury, loss or damage is incident to, arises out of, or is in any way connected with the exhibitor's participation in the exhibition. Exhibitors shall protect, indemnify, hold harmless and defend ASIPP, its officers, directors, agents, members and employees against all such claims, liabilities, losses, damages, and expenses, including reasonable attorney's fees and cost of litigation, provided that the foregoing shall not apply to injury, loss, or damage caused by or resulting from the negligence of ASIPP, its officers, directors, agents or employees.

Exhibitors should maintain general public liability insurance against claims of personal injury, death, or property damage incident to, arising out of, or in any way connected with their participation in the exhibition, in the amount of not less than one million dollars (\$1,000,000) for personal injury, death or property damage in any one occurrence. Such insurance should include coverage of the indemnification obligations of exhibitors under the policy and procedures and should cover ASIPP as an additionally named insured. Each exhibit company is responsible for obtaining, for its protection and at its expense, such property insurance for its exhibit and display materials as the exhibitor deems appropriate. Any policy providing such property insurance must contain an express waiver by the exhibitor's insurance company of any right of subrogation as to any claims against ASIPP, its officers, directors, agents, members or employees. The exhibitor further waives any claim against ASIPP and its agents, employees, representatives, successors, and assigns, arising out of the oral or written publication of any statement made in connection with the meeting by anyone not an employee of ASIPP concerning the exhibitor or their exhibit.

If any part of the exhibit hall is destroyed or damaged, preventing ASIPP from permitting an exhibitor to occupy assigned space during part or all of the exhibition, or in the event occupation of assigned space during part or all of the exhibition is prevented

by strikes, Acts of God, national emergency, or other causes beyond the control of ASIPP, exhibitor will be charged for space during the period it was or could have been occupied; and exhibitors hereby waive any claims against ASIPP, its directors, officers, agents, members or employees for losses or damages that may arise in consequence of such inability to occupy assigned space, its sole claim against ASIPP being a refund of rent paid for the period it was prevented from using the space.

33. Satellite Events

Any exhibitor wishing to hold meetings, social events or a hospitality suite during the course of the meeting must receive permission in writing from ASIPP. Unapproved meetings conflicting with ASIPP educational activities jeopardize ASIPP's accreditation status and are strictly prohibited and could result in expulsion or refused admittance.

34. Animals

Live animals, with the exception of service animals, are not allowed onto the show floor.

35. Market Research

Any and all market research efforts are required to be conducted from within your exhibit space. Soliciting the show floor or within the center is not permitted.

36. Waitlist

In the event that ASIPP runs out of available for sale exhibition space, a wait list will be formed. The wait list will be operated on a first-come, first-served basis (based on time/date receipt of application and full payment) regardless of size requested, contributions or relationships to other companies.

As exhibit space becomes available, companies will be assigned to space regardless of location requests. If the location of the space is unacceptable the company will be taken off the wait list and a refund will be issued based on policy.

Companies may not sublet per rule 10; should any subletting be found both the lessor and lessee shall be asked to vacate their space immediately, will receive no refund and neither company shall be allowed to exhibit the following year. Canceling companies may not cede exhibition space to other companies; exhibit space is the property of ASIPP is non-transferable and will be assigned according to the wait list. In all cases, the decision of ASIPP shall be final and binding on all parties.

37. Booth Presentations

Exhibitors may hold presentations within their booth spaces anytime during exhibit hours. ASIPP does not allow the promotion of any physicians who are presenting at the meeting as such may be construed as a violation of ACCME regulations. Companies may promote the names of physicians not presenting at the meeting.

38. Violations

Any violation of the Rules and Regulations shall subject the exhibiting company to removal from the show floor and one year suspension of exhibiting privileges. However, a more severe penalty may be levied at the discretion of ASIPP. ASIPP reserves the right to restrict and/or dismiss at any time any exhibit that it deems undesirable.

American Society of Interventional Pain Physicians

Exhibitor Application

**COMPREHENSIVE BOARD REVIEW FOR PAIN MEDICINE AND IPM
PAIN AND ADDICTION MANAGEMENT COMPREHENSIVE REVIEW COURSE**

CHASE PARK PLAZA, ST. LOUIS, MO | JULY 29 - AUGUST 2, 2013

Payment must accompany all applications. Completed forms with credit card payment can be faxed to (270) 554-8987 or e-mailed to paula@thepainmd.com. If paying by check, mail form to: 81 Lakeview Drive, Paducah, KY 42001.

Company Information (as it will appear on signage)

Company Name _____

Company Contact _____

Address _____

City, State, ZIP _____

Phone _____ Fax _____ E-mail _____

Company/Product Description

Please select a company description from below:

- Computer Hardware/Software
- Diagnostics/Imaging
- Rehab
- Pharmaceuticals
- Practice Management
- Publisher
- Research Products/Supplies
- Medical Equipment
- Other _____

We prefer not to be placed next to or across from any of the following companies

(completion of this portion is critical as ASIPP will not guarantee last minute placement changes):

Representative Names (Title):

1. _____ 3. _____

2. _____ 4. _____

Check the applicable booth information:

- 6' Tabletop (July 29 - August 2, 2013) _____ X \$ 2,000
- 6' Tabletop (July 29 - July 31, 2013) _____ X \$ 1,000
- 6' Tabletop (July 31 - August 2, 2013) _____ X \$ 1,000
- Additional Representatives _____ X \$ 100

Total Fees: \$ _____

Method of Payment

- Check (made payable to ASIPP)
- Credit Card: ___MC ___Visa ___AmExpress
- Pre-paid with Corporate Membership (*only one discounted booth - all additional booths @ fees above*)

Card Number _____ Expiration Date _____ Security Code _____

Signature _____ Name on Card (print) _____

Agreement

Signature and submission of this application is considered a binding agreement by the applying company and its representatives to abide by the conditions outlined in this prospectus including all rules and regulations. The signer of this application shall be the sole contact between ASIPP and applicant company.

Company Contact Signature _____ Print Name _____

Title _____ E-Mail _____

For office use only:

Application Received: _____ Amt. of Payment: _____ Ack. Sent: _____

ASIPP Approval _____