

THE 1ST JOINT CONGRESS OF

EUPSA & IPEG with ESPES

EUPSA 21st European Congress of Pediatric Surgery

IPEG 29th Annual Congress for Endosurgery in Children

ESPES 10th Annual Congress of the European Society of
Paediatric Endoscopic Surgeons



Exhibitor Prospectus 2020

Exhibit Dates: June 11-12, 2020 • Congress Dates: June 10-13, 2020
Austria Center • Vienna, Austria

EUPSA & IPEG with ESPES

WHEN: June 10-13, 2020

WHERE: Austria Center Vienna
IAKW - AG
International Headquarters and Conference Center
Vienna, AG
Bruno-Kreisky-Platz 1
A-1220 Vienna

What Is EUPSA?

The European Paediatric Surgeons' Association (EUPSA) was founded in 2003 and has become one of the largest Paediatric Surgical Organization worldwide with more than 800 members from over 50 countries. The mission of EUPSA is to maintain and promote high clinical standards of surgical care for the paediatric and adolescent patients in European countries, to enhance the capacity of its members to discover, disseminate and apply new knowledge to the benefit of their patients, and to follow the highest ethical standards within the field of paediatric surgery.

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 ESPES?

The European Society of Paediatric Endoscopic Surgeons (ESPES) was found in 2010 and with more than 580 members is one of the largest Paediatric Scientific Association in Europe.

The objects of the Society are: to foster the development of new technology and endoscopy and minimally invasive techniques in foetuses, newborns, infants, children across the Europe and beyond, to promote and support scientific and medical research particularly in the field of minimally invasive therapy and advances of technology and to interact with European National and other inter-national societies and medical, scientific and educational bodies.



Meeting Highlights

- » Networking opportunities with international colleagues, leaders, and industry partners
- » Hands-On Educational Courses
- » Innovations in all areas of pediatric surgery including MIS, thoracic, traumatology and urology
- » Exchange of best practices and improving patient outcomes

Exhibit Area

EXHIBIT AREA HOURS

- » **Wednesday, June 10, 6:30pm - 8:00pm / 18:30 - 20:00**
Welcome Reception in Exhibit Area
- » **Thursday, June 11, 9:30am - 5:30pm / 09:30 - 17:30**
Exhibits Open
- » **Friday, June 12, 9:30am - 5:30pm / 09:30 - 17:30**
Exhibits Open

EXHIBIT AREA SET-UP

- » **Wednesday, June 10, 10:00am - 4:00pm / 10:00 - 16:00**

All set-up personnel must wear an exhibitor badge, which will be available at the registration desk. If set-up of an exhibit has not started by 4:00pm / 16:00 on Wednesday, June 10, 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 6:00pm / 18:00 on Wednesday, June 10. All exhibits must be fully operational by 6:30pm / 18:30 on Wednesday, June 10.

DISMANTLING & REMOVAL OF EXHIBITS

- » **Friday, June 12, 5:30pm - 8:00pm / 17:30 - 20:00**

Exhibitors may not begin dismantling until 5:30 pm / 17:30, Friday, June 12. All exhibits must be packed and ready for shipment by 8:00pm / 20:00, Friday, June 12. Any materials not called for by that time will be shipped at the exhibitor's expense by the carrier selected by Show Management.

Exhibit Area will be located just outside the main scientific halls in the main Lobby Foyer.

DEADLINES

- » **Hotel Reservation Deadline** TBA
- » **Exhibit Space Balance Due** May 1, 2020
- » **Exhibitor Company Profile Form** May 1, 2020

Space Assignment & Fee

BOOTH ASSIGNMENTS

The exhibit area is located in the Lobby Foyer of the Austria Center Vienna.

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

» **Standard Fee:** \$3,300 (approx €3.000)

INCLUDED WITH EACH BOOTH: one (1) table, two (2) side chairs, and one (1) identification sign (company name and booth number).

2. PAYMENT SCHEDULE

- » A deposit of 50% of the total exhibit rental charge must accompany signed application.
- » Total balance due **May 1, 2020.**
- » Please make check payable to IPEG.
- » Payment must be made in Euro.

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 May 1, 2020 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 booth space. The deadline for the exhibit staff list is **May 1, 2020** 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 area 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 30 Euro per badge. An exhibitor may not register as staff any person eligible for registration as an EUPSA & IPEG/ESPES 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:

- » 1,000 Euro per space if application is canceled prior to **January 2, 2020**
- » 1,500 Euro per space if application is canceled prior to **March 1, 2020**
- » **NO REFUNDS** for any cancellations or reductions after **May 1, 2020**

9. BOOTH ASSIGNMENTS

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

Rules & Regulations

1. EXHIBITOR PROGRAMS & PRESENTATIONS

Exhibitor presentations may take place during any hours the exhibit area 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 1, 2020** 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 EUPSA & IPEG/ESPES. 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, EUPSA & IPEG/ESPES 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, EUPSA & IPEG/ESPES 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.

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 EUPSA & IPEG/ESPES, 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.

Rules & Regulations

Exhibitors agree to protect, save, and keep EUPSA & IPEG/ESPES, Show Management and the Austria Center 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 Austria Center and EUPSA & IPEG/ESPES regarding the exhibit premises and further an Exhibitor shall at all times protect, indemnify, save, and keep harmless EUPSA & IPEG/ESPES Show Management and the Austria Center 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 EUPSA & IPEG/ESPES Show Management, their members, officers, representatives, or the official services contractors, or the Austria Center to modify in any way the assumptions or risk provided herein.

If any part of the exhibit area is damaged or destroyed in such a way as to prevent EUPSA & IPEG/ESPES 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 EUPSA & IPEG/ESPES 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 EUPSA & IPEG/ESPES 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. EUPSA & IPEG/ESPES Show Management reserves the right to photograph exhibits for society purposes.

7. HOTEL RESERVATION POLICY

EUPSA & IPEG/ESPES has reserved blocks of rooms at the following hotels:

» TBA

Exhibitors are encouraged 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.



Support Opportunities

Marketing & Visibility Opportunities

DIAMOND CORPORATE VISIBILITY SPONSOR

\$40,000 (approx €35.000)

INCLUDES:

- » Two (2) exhibit booth spaces
- » One (1) pillar wrap in the foyer space adjacent to the scientific sessions
- » Pre- and Post-meeting registration lists
- » Access to Faculty Lounge
- » Main Event – up to four (4) company staff invited

ACKNOWLEDGED AS A DIAMOND LEVEL SPONSOR IN:

- » Advance program
- » Final program
- » Meeting app
- » Signage at the meeting
- » Website
- » Presidential Address
- » Signage for display in the sponsor's exhibit booth
- » Quick Shots Sessions (all three sessions)
- » Main Event
- » *Journal of Laparoscopic and Advanced Surgical Techniques*

PLATINUM CORPORATE VISIBILITY SPONSOR

\$28,000 (approx €25.000)

INCLUDES:

- » One (1) exhibit booth space
- » One (1) pillar wrap in the foyer space adjacent to the scientific sessions
- » Pre- and Post-meeting registration lists
- » Access to Faculty Lounge
- » Main Event – up to two (2) company staff invited

ACKNOWLEDGED AS A PLATINUM LEVEL SPONSOR IN:

- » Advance program
- » Final program
- » Meeting app
- » Signage at the meeting
- » Website
- » Presidential Address
- » Signage for display in the sponsor's exhibit booth
- » Quick Shots Sessions (choose two of three sessions)
- » Main Event
- » *Journal of Laparoscopic and Advanced Surgical Techniques*

Support Opportunities

Gold Corporate Visibility Sponsor

\$23,000 (approx. €20.000)

INCLUDES:

- » One (1) exhibit booth space
- » Hotel Key Cards for EUPSA & IPEG/ESPES registered attendees (production costs not included)
- » Pre- and Post-meeting registration lists
- » Access to Faculty Lounge
- » Main Event – up to two (2) company staff invited

ACKNOWLEDGED AS A GOLD LEVEL SPONSOR IN:

- » Advance program
- » Final program
- » Meeting app
- » Signage at the meeting
- » Website
- » Presidential Address
- » Signage for display in the sponsor's exhibit booth
- » Quick Shots Sessions (choose one of three sessions)
- » Main Event
- » *Journal of Laparoscopic and Advanced Surgical Techniques*

Silver Corporate Visibility Sponsor

\$17,000 (approx. €15.000)

INCLUDES:

- » One (1) exhibit booth space
- » Pre- and Post-meeting registration lists
- » Access to Faculty Lounge
- » Main Event – one (1) company staff invited

ACKNOWLEDGED AS A SILVER LEVEL SPONSOR IN:

- » Advance program
- » Final program
- » Meeting app
- » Signage at the meeting
- » Website
- » Quick Shots Session (choose one of three sessions)
- » Signage for display in the sponsor's exhibit booth
- » Main Event
- » *Journal of Laparoscopic and Advanced Surgical Techniques*



Support Opportunities

BRONZE CORPORATE VISIBILITY SPONSOR

\$11,000 (approx. €10.000)

INCLUDES:

- » One (1) exhibit booth space
- » Pre- and Post-meeting registration lists
- » Access to Faculty Lounge

ACKNOWLEDGED AS A BRONZE LEVEL SPONSOR IN:

- » Advance program
- » Final program
- » Meeting app
- » Signage at the meeting
- » Website
- » Presidential Address
- » Signage for display in the sponsor's exhibit booth
- » Main Event
- » *Journal of Laparoscopic and Advanced Surgical Techniques*



Support Opportunities

Visual Impact Opportunities

INDUSTRY SUPPORTED SATELLITE SYMPOSIA

\$5,500 (approx. €5.000)

“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 CME accrediting body. Symposia Rooms will be scheduled on a first-come first-served basis, upon approval by EUPSA & IPEG/ESPES. 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.

HOTEL DOOR DROP

\$3,800 (approx. €3.500) + PRODUCTION

Be one of the first companies visible to EUPSA & IPEG/ESPES Congress attendees by having an announcement, invitation, or sales literature hand-delivered to the hotel room of every registered EUPSA & IPEG/ESPES Congress attendees. Material must be approved by EUPSA & IPEG/ESPES Management in advance

METER BOARD WELCOME BANNER

\$3,300 (approx. €3.000) + PRODUCTION

Wrap attendees outside the entrance to the scientific session room. Your company branding and message will be prominently displayed as attendees make their way into the scientific sessions each day. Contact IPEG Development & Exhibits Manager for specs. All artwork must be approved by EUPSA & IPEG/ESPES Management prior to production.

KEY CARDS

\$2,700 (approx. €2.500) + PRODUCTION

Want to make a big visual impact? Put your company’s artwork on the hotel room key cards. One of the first things EUPSA & IPEG/ESPES Congress attendees will see upon arrival, and continue to see every day, is their hotel room key card. Put your company logo and the meeting logo on the hotel room key for high visibility.

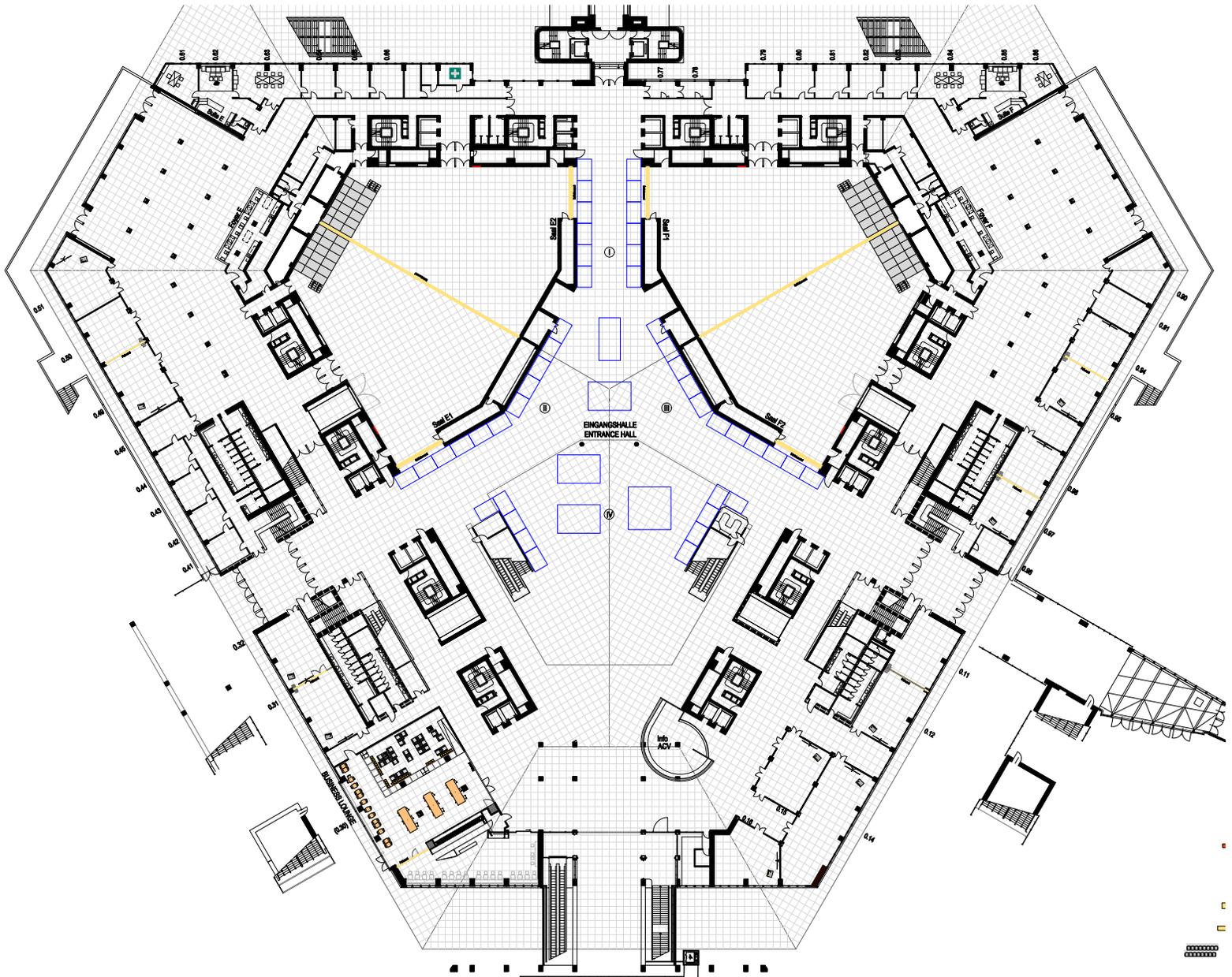
EXHIBIT BOOTH SPACE

\$3,300 (approx. €3.000)/SPACE

The EUPSA & IPEG/ESPES Congress will feature an exhibit area. Each booth includes one (1) table, two (2) chairs, one (1) wastebasket, and one (1) identification sign. Daily refreshment breaks, lunches, and Welcome Reception will all be held in the Exhibit Area.

For more information about supporting the EUPSA & IPEG/ESPES Congress, please contact Paula Kupiec at +001-310-437-0553, ext. 161, or paula@ipeg.org

Exhibit Hall Floor Plan



Exhibitor Application Form

June 10-13, 2020 • Austria Center, Vienna, Austria

We, the undersigned, apply for technical exhibit space at EUPSA & IPEG/ESPES Congress • To be held on June 10-13, 2020 at the Austria Center, Vienna, Austria. 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

COUNTRY

TWITTER HANDLE

CONTACT INFORMATION

CONTACT PERSON

PHONE

FAX

EMAIL

EXHIBIT RESERVATION

Included in your exhibit fee are one (1) exhibit booth space, two (2) side chairs 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) at \$3,300 (approx. €3.000) per space = **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 congress Exhibitor Prospectus and Exhibitor Confirmation 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 May 1, 2020.** Total booth price due with applications submitted after May 1, 2020. Payment must be made in Euro and can be submitted by wire transfer or credit card.

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

Cardholder's Name: _____ Cardholder's Signature: _____

Amount Paid US Dollars _____

Check Enclosed (Please make check payable to IPEG)

Amount Paid US Dollars _____

All Exhibit and Sponsorship Fees will be processed in US Dollars at the IPEG office in Los Angeles, California. If payment must be processed in Euros, IPEG can provide an invoice in the appropriate currency for immediate processing. Please contact the IPEG Development Manager below for assistance.

Please complete & return this application to:

Paula Kupiec - IPEG • 11300 W. Olympic Blvd, Suite 600, Los Angeles, CA 90064 • Fax: +001-310-437-0585

Any Questions - please contact Paula Kupiec, IPEG Development & Exhibits Manager +001-310-437-0553 ext. 161 or paula@ipeg.org