

63rd ANNUAL MEETING



PLASTIC
SURGERY
RESEARCH
COUNCIL

May 17-20, 2018

Sheraton Birmingham Hotel
Birmingham, AL
Hosted by



EXHIBIT DETAILS

EXHIBIT LOCATION AND SCHEDULE

The exhibit area is located in East Ballroom A immediately adjacent to the Scientific Sessions in East Ballroom B.

Thursday, May 17	7:30 am- 4:00 pm
Friday, May 18	12:00 pm – 4:30 pm*
Saturday, May 19	7:30 am - 1:00 pm

Traffic Builders in East Ballroom A

Thursday, May 17 th	Continental Breakfast	7:30 am – 8:30 am
	Coffee Break	9:30 am – 10:00 am
	Coffee Break	3:30 pm – 4:00 pm
Friday, May 18 th :	Coffee Break	4:00 pm – 4:30 pm
Saturday, May 19 th	Continental Breakfast	7:30 am – 8:30 am
	Coffee Break	9:30 am – 10:00am

**offsite local programming at UA 7:30am -12:00pm and networking lunch with exhibitors at 12:30pm – 2:00 pm*

EXHIBIT SPACE DESCRIPTION

A space for table-top exhibits with one 8 ft. table and two chairs will be provided in a 10 ft wide by 5 ft deep space. Exhibits may be as high as 8'. Table top displays ONLY will be permitted. In the event you have equipment that fits in a 8' x 30" space you may remove the table and show the equipment. Please notify show management if you plan to do this.

EXHIBIT SPACE FEES	<u>Before or on 4/06/18</u>	<u>After 4/06/18</u>
	\$2,000	\$2,750
With lead retrieval	\$2,200	\$2,950

EXHIBIT SET-UP AND BREAKDOWN

Installation: Wednesday, May 16	3:00 pm – 5:00 pm
Dismantle: Saturday, May 19	1:00 pm – 3:00 pm

Exhibitors will have access to the exhibit area from 3:00 pm – 5:00 pm on Wednesday, May 16th. All exhibits must be set by 5:00 pm. The exhibits close at 1:00 pm on Saturday, May 19th and dismantle may begin no earlier than 1:00 pm and must be completely cleared no later than 3:00 pm. Times are subject to change based on the final program.

SPECIAL SERVICES

Exhibitors requiring electrical, telephone, internet connection, or audio visual equipment may order these services through the online service-kit, which will be available in early March.

STAFFING

Exhibit fee allow two (2) company representatives per exhibit space. Additional personnel will be charged \$100. Exhibitor badge sharing is not permitted. The Exhibitor Personnel Registration Form will be available in the Exhibitor service-kit.

MEETING ATTENDANCE

Exhibit staff are encouraged to attend the educational program as PSRC guests and to join the Welcome Reception on Friday evening and Poster & Exhibits Reception on Saturday afternoon.



EXHIBIT DETAILS

MEALS

The exhibit fee includes PSRC-provided continental breakfasts, refreshment breaks, Welcome Reception on Friday, May 18th and the Poster & Exhibits Luncheon on Saturday May 19th.

CANCELLATION POLICY

There will be absolutely no refunds after January 22, 2018.

HOTEL AND TRAVEL ARRANGEMENTS

Hotel reservations and travel arrangements should be made on your own. PSRC has a block of rooms at:

Sheraton Birmingham Hotel
2101 Richard Arrington Jr Blvd N.
Birmingham, AL 35203 | (205) 324-5000

**The deadline to reserve housing is 5:00 pm (EST) on April 2, 2018.* A housing link will be available in December. Please visit the PSRC website for booking instructions, www.ps-rc.org

SHIPPING MATERIALS

Shipping information will be posted in the exhibitor online service-kit in late February.


MUTUAL INDEMNIFICATION

Exhibitor, hotel, and PSRC agree to indemnify and hold each other and the other's officers, directors, agents and employees harmless against any and all claims, costs and expenses, including reasonable attorney's fees, arising out of or relating to the other's performance under this agreement.

INSURANCE

Exhibitor will maintain insurance sufficient to cover any claims or liabilities which may reasonably arise out of or relate to its obligations under this Agreement and will provide evidence of such insurance upon request.

SPECIAL NEEDS

 If you require special accommodations in order to fully participate in the meeting, please contact the PSRC office.

Contact Us

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