ISAKOS CONGRESS 2021

Cape Town
South Africa
Nov 27 – Dec 1

EXHIBITOR PROSPECTUS

#ISAKOS2021

isakos.com/2021congress

Revised 6/21

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WELCOME

FROM THE ISAKOS PRESIDENT AND PROGRAM CHAIR

On behalf of the International Society of Arthroscopy, Knee Surgery and Orthopaedic Sports Medicine, we cordially invite you to exhibit at the 13th Biennial ISAKOS Congress in Cape Town, South Africa.

The ISAKOS Congress continues to be considered the premier international meeting providing a diverse and unique opportunity for attendees to share, discuss and learn the latest advancements in arthroscopy, knee surgery and sports medicine.

The four-day Congress will include a variety of educational opportunities such as surgical demonstrations, paper presentations, debates, lectures, symposia and instructional course lectures. Lunchtime sessions, hands-on workshops and electronic posters will also be offered.

The 2021 Congress will draw an audience of international orthopaedic surgeons as well as allied health personnel, residents and fellows. For ISAKOS industry partners and related organizations, the Congress is an unparalleled opportunity to make and solidify relationships through person-to-person communications and marketing.

The Exhibitor Prospectus contains comprehensive information regarding Exhibit details, including an exhibit hall floor plan. The ISAKOS Congress also offers unique promotional, advertising and sponsorship opportunities to enhance and broaden your exposure to surgeons worldwide. Maximize your presence at the 13th Biennial ISAKOS Congress by choosing from a variety of educational, promotional and social opportunities offered for 2021. Please visit **isakos.com/2021/Exhibits** for frequent updates.

Become a part of the international experience that is ISAKOS.

We look forward to seeing you in vibrant and beautiful Cape Town, South Africa!

Volker Musahl, MD UNITED STATES
ISAKOS Program Chair 2019-2021

Willem M. van der Merwe, MBChB, FCS(SA)Ortho SOUTH AFRICA
ISAKOS President 2019-2021

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2021 CONGRESS CONTENT

- Sports Rehabilitation Concurrent Course
- 300+ Scientific Papers
- Panel Discussions and Debates
- Symposia
- Lunchtime Lectures and Workshops
- Surgical Demonstrations
- Instructional Course Lectures
- Paper and ePoster Presentations
- Technical Exhibits
- CME Certification
- Spouse and Guest Program
- Welcome Reception

WHY SHOULD MY COMPANY EXHIBIT AT ISAKOS 2021?

Exhibiting at ISAKOS gives you unprecedented access to current and prospective clients. Here are the benefits of being an exhibitor:

- Access to specialty surgeons from around the globe
- Exposure to regions outside typical company boundaries
- Personal contact with the leadership and executive officers of far-reaching regional and national organizations
- Convenient environment to promote networking with leading international orthopaedic surgeons looking for the latest technology, tools and techniques to improve patient outcomes with an excellent return on investment
- Breaks built into the schedule designed to maximize interaction between registrants and exhibitors

THE ISAKOS CONGRESS OCCURS EVERY TWO YEARS

Past meeting locations include:

1997	Buenos Aires, Argentina
1999	Washington DC, USA
2001	Montreux, Switzerland
2003	Auckland, New Zealand
2005	Hollywood, Florida, USA
2007	Florence, Italy
2009	Osaka, Japan
2011	Rio de Janeiro, Brazil
2013	Toronto, Canada
2015	Lyon, France
2017	Shanghai, China
2019	Cancun, Mexico

CONGRESS STATISTICS

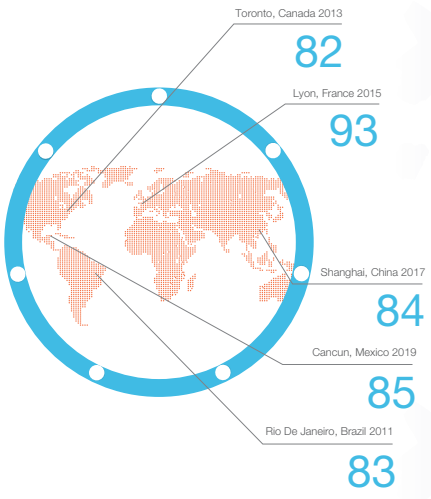
CONGRESS STATISTICS

Congress Meeting Attendance

Surgeons
Company Representatives
Allied Health
Total Attendance

Shanghai, China 2017		**Cancun, Mexico** 2019	
Surgeons	3,674	Surgeons	2,347
Allied Health	67	Allied Health	56
Company Representatives	416	Company Representatives	333
=	**4,157**	=	**2,736**

COUNTRIES / REGIONS REPRESENTED



APPLICATIONS FOR EXHIBIT SPACE DEADLINE: JUNE 30, 2021

MEETING DATES

ISAKOS Congress:

Saturday, November 27, 2021–Sports Rehab Concurrent Course

Sunday, November 28–Wednesday, December 1, 2021

Cape Town International Convention Centre
Convention Square, 1 Lower Long Street
Cape Town, 8001
SOUTH AFRICA

EXHIBIT FEES

3m wide x 3m deep Booth Space

Inline	US $5,800
Corner	US $6,200
Publisher	US $1,700

EXHIBITOR REPRESENTATIVE BADGE

Early	US $679 (until August 15, 2021)
Advanced	US $749 (August 16–September 30, 2021)
On-site	US $829 (After September 30, 2021)

EXHIBIT SPACE

Fees for exhibit booth space include the following:

- Assigned exhibit space
- Booth number identification
- Complimentary exhibit booth on ISAKOS Congress virtual platform
- General perimeter security
- Two complimentary exhibitor representative badges for each 3m x 3m booth (if provided by September 1, 2021)
- Access to hotel information and reservations through the ISAKOS website
- Access to scientific sessions, if space permits

EXHIBITOR ACTIVITIES

Exhibitors must receive permission to hold any educational or social event (of any kind) taking place in Cape Town during the ISAKOS Congress dates (November 27–December 1, 2021). Please complete the Exhibitor Activities form located in the Exhibitor Service Manual and submit it to the ISAKOS Exhibit Manager by August 1, 2021. It is the responsibility of the exhibitor to ensure that all company personnel or third party agents that are involved in meeting or travel arrangements are aware of, and adhere to, the ISAKOS rules and regulations contained in the ISAKOS Exhibit Prospectus.

Those relevant to meeting space or exhibitor events taking place outside of the exhibitor booth space are provided for your reference. Any exhibitor planning to hold an event or function that will take place outside of their assigned exhibit booth space during the ISAKOS Biennial Congress must secure approval from ISAKOS.

PROMOTIONAL & SPONSORSHIP OPPORTUNITIES

Exhibitors are encouraged to support the ISAKOS Congress and increase their visibility at the Congress through educational grants and sponsorships. Please visit the Congress website for more information regarding sponsorship opportunities.

IMPORTANT DATES

Exhibitor Service Manual Available Online	JUNE 15 2021
Exhibit Application and Payment Due	JUNE 30 2021
Exhibitor Representative Early Registration Closes	AUGUST 15 2021

EXHIBIT SPACE CANCELLATION / REDUCTION DATES

Last Day to Receive Full Refund of Fees Paid	JULY 15 2021
Last Day to Receive 50% Refund of Fees Paid	AUGUST 15 2021
No Refund of Exhibit Space Cost Given After	AUGUST 16 2021

EXHIBIT HALL ACTIVITIES

Opening Reception	**Sunday, November 28, 2021** 17:30–19:00
Morning Coffee	**Daily** **November 28–December 1, 2021** 09:00–10:00
Afternoon Refreshments	**Daily** **November 28–30, 2021** 14:00–15:30

INSTALLATION AND DISMANTLING

The Installation and dismantling of exhibits must be completed during the allotted times. Exhibitors that require additional time must send their request in writing to The Conference Company by October 1, 2021 - additional fees may apply.

ISAKOS EXHIBIT MANAGER

Please visit the 13th Biennial ISAKOS Congress website at **isakos.com/2021/Exhibits** for updated information.

Attn: Beverlee Galstan, Exhibits Manager

567 Sycamore Valley Road W.,
Danville, CA 94526 USA
Telephone: +1 925 807 1197
Fax: +1 925 807 1199

exhibits@isakos.com

APPLICATIONS FOR EXHIBIT SPACE DEADLINE: JUNE 30, 2021

RULES AND REGULATIONS

All exhibitors, their agents and employees are subject to all terms and conditions of the agreement between the International Society of Arthroscopy, Knee Surgery, and Orthopaedic Sports Medicine (ISAKOS) and the Cape Town International Convention Center (CTICC) regarding the use and occupancy of the exhibition hall, and to all reasonable rules and regulations prescribed by ISAKOS or the Cape Town International Convention Center (CTICC). In addition, the exhibitor shall comply with all applicable federal, state and local statutes, ordinances, rules and regulations.

Please review the entire Exhibit Prospectus. It includes information and guidelines important to your company's participation as an exhibitor at the 13th Biennial ISAKOS Congress. It is the responsibility of the exhibitor to ensure that all company personnel, representatives and/or third party agents that are involved in the arrangements for your exhibit are aware of, and adhere to, these rules. The rules and regulations listed in this Exhibit Prospectus are part of the application for space, and consequently constitute part of the agreement between the exhibitor and ISAKOS. ISAKOS reserves the right to interpret and make final decisions regarding all rules and regulations.

Exhibit personnel cannot congregate at the exhibit hall entrance. They shall conduct business in order to minimize obstruction or interference with the flow of traffic in the exhibit hall aisles. Exhibit personnel may not conduct sales meetings in the exhibit hall.

ELIGIBILITY TO EXHIBIT

ISAKOS determines eligibility of any company or products for exhibits. ISAKOS may forbid installations or request removal of any exhibit or promotion, at its discretion and at any time, which is not in keeping with ISAKOS character or purpose. ISAKOS requires exhibiting companies to provide details on any consumer or government litigation, orders, injunctions, judgments or settlements over the last three years regarding the business practices of the company or the products and services to be exhibited. Companies with multiple complaints filed against them with state or federal consumer affairs regulatory agencies, the U.S. Better Business Bureau, ISAKOS Members, Congress attendees, or other exhibiting companies may be required to provide an explanation of the resolution of those complaints. ISAKOS reserves the right to refuse space to any company whose products or services do not meet the educational, scientific or practice needs of our members and Congress attendees, or any company who has failed to fulfill its financial obligations.

EXHIBIT REVIEW PROCESS–NEW EXHIBITORS

Companies that have not exhibited at an ISAKOS Congress must successfully complete the ISAKOS Exhibit Review Process conducted by ISAKOS in order to be eligible to participate as an exhibitor. The materials required for the Exhibit Review Process are:

- Background information of the company, including Board of Directors and company history
- Product brochures or literature

Two copies of this material should be emailed to the attention of the Exhibit Manager at the ISAKOS Office by July 1, 2021.

SELECTING EXHIBIT SPACE

The ISAKOS Office recommends applying online for exhibit space at the 13th Biennial ISAKOS Congress. Visit the Exhibitor section of the official ISAKOS Congress website and complete the online application for exhibit space.

isakos.com/2021/Exhibits

Applications submitted online will be given priority over faxed or mailed applications. Exhibit space will be assigned on a first-come, first-served basis, and will not be made until the entire exhibit fee is received by the ISAKOS Office.

Avoid concentrating all choices in one area:

- Review the floor plan and select four locations in different areas on the floor plan
- To assist you in determining realistic booth locations, take into account the date you submit your application
- Exhibitors submitting an application at a later date should request booth locations in various areas of the exhibit hall to increase the opportunity of a favorable space assignment

Exhibit space at the ISAKOS Congress usually sells out months before the meeting dates. In order to ensure participation, apply online or complete and return the application and payment to ISAKOS before the space assignment deadline of June 30, 2021.

The exhibit floor plan has been designed to maximize the amount of exhibit space. If none of the requested locations are available, space will be assigned based on the indicated preference of booth type versus location. Additional island booths not included on the floor plan will be created at the discretion of ISAKOS to accommodate exhibitors. It is not possible to contact each company for new selections of booth space during the space assignment process.

If selected exhibit space preferences are not available, the ISAKOS Office will assign the best available space. ISAKOS reserves the right, in its sole discretion, to allocate space on any other basis it deems appropriate.

SPACE LIMITATIONS

ISAKOS reserves the right to place reasonable limitations on the number of booths to be rented to any exhibitor. The limitation will be determined by the relation of total applications to the number of booths available on the floor plan.

MOBILE UNITS OR TRUCKS

Exhibitors that wish to utilize mobile units or trucks must request written approval from ISAKOS. Requests must be received by June 30, 2021. Mobile labs cannot be held during hours when ISAKOS education is taking place. No signage for mobile labs can be placed in the ISAKOS designated hotels or convention center. Mobile labs cannot be located on the ISAKOS designated hotel or convention center property or streets that border the hotel or convention center.

SURGICAL SKILLS COURSES

Outside surgical skills courses cannot be held during hours when ISAKOS education is taking place.

MARKET RESEARCH BOOTHS

Market research companies will be assigned space only if research is being conducted for an approved ISAKOS exhibitor and if space is available. If space is assigned, all surveys must be conducted within the confines of the booth space. Surveys and questionnaires must be submitted to the ISAKOS Exhibit Manager for approval by July 1, 2021.

MEDIA RELATIONS AT THE CONGRESS

ISAKOS invites exhibitors to supply appropriate press materials for distribution in the ISAKOS Congress Press Room. These materials should be formatted as news releases or press kits, and can be no larger than 9.5″ x 12″. Exhibitors are responsible for shipping their materials to Cape Town, bringing their materials to the press room, setting them out and replenishing if necessary. Each exhibitor will be limited to a maximum display of 25 press kits / press materials at one time. Exhibitors are prohibited from conducting press conferences in the booth during exhibit hours.

PRESS REGISTRATION AND GUIDELINES

All media representatives must contact the ISAKOS Office to receive permission for Press Registration. All media representatives must provide credentials, such as a passport with a business card, letter of assignment, and / or samples of published works. Freelance writers seeking Congress Press Registration must submit a letter of assignment or letter of intent from the media outlet represented.

TERMS OF PAYMENT

In order to ensure participation, complete and return the application with payment to ISAKOS before the space assignment deadline of June 30, 2021. Applications for exhibit space must be accompanied with full payment. ISAKOS will not process applications until full payment is received. Please consider this when choosing a payment option.

BY WIRE TRANSFER (PREFERRED METHOD):

Please note that ISAKOS will not process the Exhibit Space Application (or hold exhibit space) until the funds are received and confirmed by ISAKOS.

BY CREDIT CARD:

Complete the Exhibit Space Application checking to be sure the credit card payment section on the application is properly completed prior to sending your application via mail or fax to ISAKOS.

BY CHECK:

Mail checks with a copy of the Exhibit Space Application to ISAKOS.

CANCELLATION OF EXHIBIT SPACE

All cancellations or changes in exhibit space must be sent on company letterhead to the ISAKOS Exhibits Manager. Written notice of cancellation must be received by the dates listed on this page to receive a refund for inline or corner space.

Last day to receive full refund of fees paid	JULY 15 2021
Last day to receive 50% refund of fees paid	AUGUST 15 2021
No refund of exhibit space cost given after	AUGUST 16 2021

Companies that have contracted island booths and elect to downsize at any time will receive no refund unless their space is resold. For companies reducing exhibit space, complimentary representative badges will be decreased to coordinate with the reduction in booth space.

Companies whose requested exhibit space result in a redrawing of the Exhibit Hall Floor Plan, will not receive a refund in the event of a cancellation or request to downsize. Failure to notify ISAKOS in writing of intent to cancel will result in the company being denied participation at future ISAKOS Congresses.

EXHIBITOR REPRESENTATIVES

Congress Attendees are not allowed into the Exhibit Hall except during official exhibit hours. Meetings in the exhibit hall with medical attendees and other non-exhibit individuals can only take place during official exhibit hours. Any non-exhibit individuals must be properly badged in order to gain access to the exhibit hall during official exhibit hours. Only company personnel affiliated with a confirmed exhibiting company may register as a Company Representative and attend the ISAKOS Congress.

ACCESS TO OTHER EXHIBIT BOOTHS

Exhibitors are not allowed to enter other exhibitor booths unless invited. This is in respect of the rights of all exhibitors to conduct business during exhibit hours without interference or improper intervention. ISAKOS, its representatives and employees, shall have free access to any exhibit at all times.

ADMITTANCE TO SCIENTIFIC PROGRAM

Based upon seating availability, registered exhibitor representatives are allowed admittance to scientific sessions if wearing the proper badge. Company personnel cannot participate in educational sessions, discussion, etc.

SCIENTIFIC PROGRAM INFORMATION

The Preliminary Program will be available online in June 2021 and updated frequently. Visit **isakos.com/2021/Program** to view the program as needed.

EXHIBITOR BADGES

Two complimentary badges will be provided to each exhibiting company for each 3m x 3m square of exhibit booth space reserved. The names for the complimentary exhibitor registration badges must be submitted to the online registration system by the Exhibitor Contact identified on the Exhibit Space Application prior to September 1, 2021. Directions will be included in the exhibit space assignment and confirmation letter.

NOTE: Exhibitor representatives are unable to register for the ISAKOS Congress until the company they are affiliated with has received an exhibit space assignment and confirmation letter.

EARLY REGISTRATION

Additional representative badges can be purchased online by August 15, 2021 for US $679. After August 15, 2021, early registration is closed.

ADVANCED REGISTRATION

From August 16–September 30, 2021 badges are available online for the Advanced Registration price of US $749.

ONSITE REGISTRATION

After September 30, 2021 badges are available online for the Onsite Registration price of US $829. Representatives can register onsite for US $829 and will be required to show proof of affiliation (business card) with the exhibiting company and a photo ID.

BADGE EXCHANGES

Badges are personal and nontransferable. Badge exchanges will be allowed for a fee of US $150, due at the time of the exchange as well as proof of affiliation (business card) with the exhibiting company and a photo ID.

EXHIBITOR REPRESENTATIVE BADGE PICK-UP

All pre-registered exhibitor representative badges will be available for pick-up at the registration counter in the Cape Town International Convention Center. Each registered exhibitor representative must provide proof of affiliation (business card) with the exhibiting company and a photo ID in order to receive their badge. **Badges will not be given to anyone other than the individual named on the badge.**

Entrance into the Cape Town International Convention Center will be DENIED to everyone without an official ISAKOS Congress badge AT ALL TIMES from November 27–December 1, 2021. All exhibitor representatives needed for exhibit installation must pre-register for the Congress.

EXHIBITOR BADGE POLICIES

- Only company personnel affiliated with a confirmed Exhibiting Company may register as a Company Representative and attend the ISAKOS Congress.
- All exhibiting company representatives must register and obtain an exhibitor badge in order to gain access to the exhibit hall or work the booth. Other individuals wishing to visit the exhibit hall must present qualifying credentials to register as a medical attendee. The ISAKOS Congress is a closed meeting for its members, fellows, and related orthopaedic professionals.
- All exhibitor badges will be printed with the company name as listed on the Exhibit Space Application.
- Company nametags will not be accepted in lieu of the official ISAKOS Congress badge. Supplementing ISAKOS badges with business cards or altering, adding to, or defacing the official badge is not permitted.
- All exhibit personnel must wear an official ISAKOS exhibitor badge to gain access to the exhibit hall.
- False certification of an individual as an exhibitor's representative, or any other methods used to assist unauthorized personnel to gain admittance to the exhibit floor and/or instructional courses will be cause for expelling the violator from the exhibition, or removing a violator's exhibit from the exhibit floor without obligation on the part of ISAKOS.
- The exhibitor's badge allows admittance to the exhibit hall and, on a space-available basis, to the scientific sessions.
- No one under 16 years of age will be allowed in the exhibit hall.

TRAVEL VISAS

The ISAKOS Office is not involved in securing visas for travel into Cape Town. During/after registering for the ISAKOS Congress, you will be able to request an Invitation Letter to the ISAKOS Congress for visa purposes. However, it is the responsibility of the registrant to obtain a visa. Applications for different visas require different documents, and to answer relevant questions. For further information, please consult the nearest South African visa authorities or visit the web site of South Africa's Department of Home Affairs at Secretariat of Foreign Affairs at **http://www.dha.gov.za/**

BOOTH CONSTRUCTION RULES AND REGULATIONS

AMERICANS WITH DISABILITIES ACT

Exhibitors shall be responsible for compliance with the Americans with Disabilities Act of 1992 with regard to their booth space, including, but not limited to wheelchair access. Further information regarding ADA compliance is available via phone at (800) 514–0301 or at **www.usdoj.gov/crt/ada/infoline.htm**

EXHIBIT BOOTH REQUIREMENTS

All exhibits must be confined to the space limits of their respective booth(s) as indicated on the floor plan. All equipment, products, or materials to be displayed or demonstrated must be placed within the exhibit space in order to ensure that the attendee viewing the exhibit will stand within said booth space and not in the aisles. All exposed parts of displays must be finished to present an attractive appearance when viewed from the aisles or from adjoining exhibits.

NOTE: ISAKOS is a professional organization catering to the medical community. As such, the Exhibit Floor needs to maintain a high standard of look and profile. In order to ensure that standard, the following is MANDATORY for all exhibitors:

- Provide floor covering
- Utilize a back-wall in your booth design. It must be constructed of rigid or hard-wall material. No drape walls will be allowed.

LINEAR EXHIBIT BOOTHS

Linear exhibit booths are 3 meters x 3 meters square. Signs, decorations and equipment may not rise above or be placed outside the booth space. Exposed unfinished sides of the exhibit must be draped to present an attractive appearance. All booths are identified with a booth number label.

ISLAND EXHIBIT SPACE

An island exhibit is an open area of exhibit space with aisles on all four sides. Island exhibits must be accessible from all four aisles. Island exhibits may extend to all outer edges of the booth, but must provide see-through visibility so as not to totally obstruct the view of, or otherwise interfere with, the displays of other exhibitors. Aisles may not be obstructed due to any activities within the booth:

- Counters must be a minimum of 30cm in from all aisles.
- Demonstration areas are required to be placed a minimum of 1.5 meters in from the aisles.

Exhibitors are responsible for monitoring attendance to prevent aisle congestion and meet sound specifications. Presentations will be limited or eliminated in situations where overflow continues to be a problem. No drapery or identification sign is provided for island booths. All booths are identified with a booth number label.

FACILITY SPECIFICATIONS

The venue of the exhibition is on the ground floor in the Cape Town International Convention Center. The Exhibit Hall is a 4,376 square-meter room with a 10 meter-high ceiling. There are no columns within the space.

Aisle Carpet: Blue

HEIGHT LIMITATIONS FOR EXHIBITS

Exhibitor lighting must be limited to the confines of the booth space. Lighting or sound that projects onto other exhibitors' space or ISAKOS aisles or otherwise detracts from the professional atmosphere of the event will not be allowed. The CTICC has specific rules and regulations with respect to height of booths and displays. Maximum height for all booths and displays is 2.5 meters. In the event your booth exceeds this height, it is your responsibility to request and comply with the CTICC regulations. These regulations contain specific requirements and obligations from an engineering compliance perspective prior to and during set-up construction / installation.

SIGNS

Only professionally printed signs are allowed in the exhibit hall. Forms for ordering booth ID signs and additional signs from The Conference Company will be included in the online Exhibitor Service Manual.

FLOOR COVERING AND CARPET

Floor covering or carpet may either be supplied by the exhibitor or ordered from the general service contractor. A carpet order form will be provided in the Exhibitor Service Manual online.

CLEANING SERVICES

ISAKOS will provide cleaning service for all aisles. Cleaning service for individual booths will be provided upon request from the individual exhibitor at the exhibitor's expense. Order forms for these services will be included in the online Exhibitor Service Manual.

EXHIBIT ACTIVITIES

Exhibitors are not permitted to broadcast live surgery or have lecture presentations within the exhibitor's booth space without written approval from the ISAKOS Office. Requests should be submitted to the ISAKOS Exhibit Manager on the Exhibitor Activities form included in the Exhibitor Service Manual by August 1, 2021. Equipment may not be demonstrated or machinery utilized in such a way as to give off noxious odors, fumes, dust, noise or other material that is disruptive to the exhibits in general or neighboring exhibit space. Noisy exhibits are prohibited. No sound amplification, including electrical and mechanical equipment, may be utilized in the exhibits, except by the use of individual earphones. The exhibitor will be permitted to exhibit only such products as are medically suited for the uses suggested by the exhibitor. Experimental products whose efficacy has not been determined or which are not commercially available will be permitted to be exhibited only when clearly identified as such. Exhibitors are permitted to demonstrate equipment and to make informational presentations regarding products or services in a manner that assures all exhibitor personnel and attendees are within the exhibitor's booth space and not encroaching on the aisle or neighboring exhibits. The use of magicians, fortune tellers, dancers, puppet shows, games of chance, drawings or other entertainment of this nature is prohibited.

EXHIBITOR MEETINGS & SOCIAL EVENTS

Exhibitor activities held outside of the exhibition may NOT be scheduled during the following times:

Date / Times Exhibitor Functions Not Permitted

Date	Hours
Sunday, November 28	07:00–19:00
Monday, November 29	07:00–17:30
Tuesday, November 30	07:00–17:30
Wednesday, December 1	07:00–17:30

COMPANY / STAFF MEETINGS

For events that only include staff of the exhibiting company, there are no date or time restrictions, however these events require approval from ISAKOS. These meetings cannot include ISAKOS attendees unless the individual is an employee of the company holding the event. Non-educational event meeting space cancelled after July 1, 2021 is subject to a US $250 cancellation fee if ISAKOS is unable to reassign that space.

EDUCATIONAL EVENTS

ISAKOS charges an administrative fee to exhibitors who hold "Educational" events in Cape Town between November 27–December 1 that include ISAKOS attendees. The one-time fee for up to three "Educational" events is:

US $5,000–For up to 3 events with a total attendance of 150 attendees or less

US $7,500–For up to 3 events with a total attendance of 151 attendees or more

DIAGNOSTIC IMAGING EQUIPMENT AND LASERS

In compliance with health recommendations, exhibitors shall not demonstrate diagnostic imaging equipment using either ionizing or non-ionizing radiation. In addition, demonstrations of activated therapeutic lasers are prohibited. Exhibitors will be able to display and demonstrate ultrasound-imaging equipment in their booth space.

DISMANTLE OF EXHIBITS

Dismantling or removal of exhibit or materials before the official closing of the exhibit hall is prohibited. Dismantling of exhibits will occur Wednesday, December 1 between 14:00–23:59.

NOTE: Please note that it is your responsibility to provide security for your booth and its contents on December 1. ISAKOS is not responsible for any loss, damage or theft for any items left on the Exhibit Floor.

CONTESTS AND DRAWINGS

Prizes, contests, drawings or lotteries are prohibited and cannot be held at any time or place within the auspices of the Congress. Exhibitors are not permitted to collect names for contests, drawings or raffles.

FOOD AND BEVERAGES

Due to accreditation regulations, no alcohol may be served at any exhibit booth at any time. Food and non-alcoholic beverages are encouraged and may be offered at the exhibit booths. A catering order form and additional information will be included in the online Exhibitor Service Manual.

FDA COMPLIANCE

The following are signs that should be displayed if products are not FDA approved:

- This device is not cleared by the FDA for distribution in the United States.
- This device is a Class III device which is limited by Federal Law for investigational use only.
- This device is a Class II device which is cleared for marketing use only.

Additionally, to remain within the limitations of the FDA's Guidelines on Notices of Availability, any investigational product that is graphically depicted on a commercial exhibit should:

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

These signs are required to be placed next to the product display and exhibitors must also have a letter from the FDA describing the allowable use status of the product or products at their booth at all times. For more information, go to **www.fda.gov**

GIFTS AND PROMOTIONAL ITEMS

The ISAKOS Office must approve in writing all giveaways for the 2021 Congress. ISAKOS requires that giveaways be modest in quantity and taste. Giveaways may not include stick-on decals or balloons. All requests for giveaway approval must be submitted to the ISAKOS Office by August 1, 2021. Advertising materials and/or giveaways cannot be distributed outside the exhibit booth without written consent from the ISAKOS Office.

Exhibitors are permitted to distribute product samples from their exhibit booth during the meeting. In addition, the following non-product items do not require approval from ISAKOS: writing pens, pencils, pads of paper, rulers, tape measures and luggage tags. A giveaway form will be included in the online Exhibitor Service Manual for exhibitors to request permission to distribute non-product items not detailed above.

Exhibitors are permitted to distribute selected food and beverage items from their exhibit booths. Approved items include cookies, brownies, granola bars, bottled water, juice, soda and beverage stations. A catering order form and additional information will be included in the online Exhibitor Service Manual.

PUBLICITY AND ADVERTISING

The use of the name, insignia, logo, logotype or other identifying marks of the International Society of Arthroscopy, Knee Surgery, and Orthopaedic Sports Medicine may not be used in signs, advertising or promotions in any media or on descriptive product literature. Wording such as "presented in conjunction with," "preceding" or "prior to the ISAKOS Congress" is not allowed. The only exception is that exhibitors may reference "ISAKOS Congress—Booth #XXX—November 28–December 1" on materials associated with the ISAKOS Congress. Any such intended use must receive prior written approval from the ISAKOS Exhibit Manager. These rules apply to materials developed for use before, during and after the ISAKOS Congress. Exhibitors may not use ISAKOS's name in any advertising for meetings that are sponsored by another organization or at other meetings sponsored by ISAKOS. The fact that an exhibitor or its goods or services is or was exhibited at the ISAKOS Congress cannot be used in advertisements or promotional activities by the exhibitor.

ISAKOS does not endorse, either expressly or by implication, the exhibitor or its goods or services. Third parties acting on behalf of or representing the exhibitor must adhere to and abide by all ISAKOS rules and regulations. It is the exhibitor's responsibility to inform its agencies and/or contractors of all guidelines and deadline dates and to forward promotional materials, service manuals and order forms that are the responsibility of the third party.

SELLING AND ORDER TAKING

The purpose of the exhibits is to further the education of meeting attendees through product and service display and demonstrations. Sales and order taking are permitted if transactions are conducted in a manner consistent with the professional nature of the meeting. No signage or advertising of product pricing will be allowed. The exhibitor is responsible for permits and paying sales tax, if applicable. ISAKOS reserves the right to restrict sales activities that it deems inappropriate or unprofessional. Exhibitors that sell items for delivery on the show floor may be required to obtain city, state and/or country occupational licenses.

COMPLIANCE WITH LOCAL ORDINANCES

The exhibitor shall be bound to comply with the regulations issued by the organizer, fire authorities, health authorities and any other public authority while in Cape Town, South Africa.

CHOICE OF LAW AND VENUE

This prospectus shall be governed by the laws of the State of California, USA and the state or federal courts residing in San Francisco County, California shall have exclusive venue for adjudication of any disputes arising hereunder.

DAMAGE TO CONVENTION CENTER

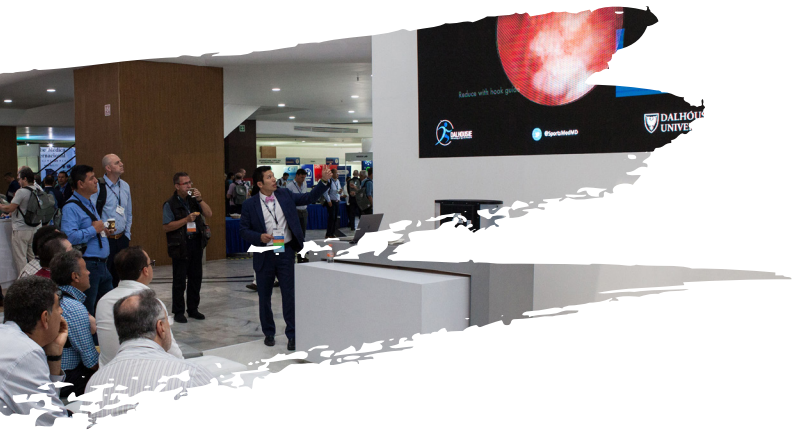
Exhibitors will be held responsible for any damage done to the convention center by them, their employees or agents. No nails, tacks, or screws may be driven into the floor, wall, or woodwork of the building.

FIRE ORDINANCES

No exhibitor may obstruct or allow goods, decorative materials, furniture, etc. to obstruct or fill passages and open spaces and no signs may be hung or projected out over passages and open spaces. All aisles and fire exits must be clear at all times. No flammable or explosive decorations or exposed flames may be used at any time. All decoration material or paper and flammable fabric must be made fireproof.

INDEMNITY AND HOLD HARMLESS

The exhibitor agrees to indemnify, defend, and hold the International Society of Arthroscopy, Knee Surgery and Orthopaedic Sports Medicine (ISAKOS), its official contractors, and Cape Town International Convention Center, and their respective employees, representatives, agents, successors and assigns, harmless against any and all damages, claims, judgments, losses, costs and expenses (including attorneys' fees) that may at any time be incurred, suffered, sustained by or imposed upon ISAKOS and / or Cape Town International Convention Center or their respective employees, representatives, agents, successors or assigns by reason of any action which may result because of or after acceptance of this application or the providing of exhibit space. This indemnification and hold harmless agreement includes, but is not limited to, any and all claims, damages, losses or expenses attributable to personal or bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of such property.



INSURANCE

Insurance protection will not be afforded to the exhibitor either by ISAKOS, any of its official contractors, or Cape Town International Convention Center. It shall be the responsibility of each exhibitor to maintain such insurance against injury to person or damage or loss of property in such amounts as the exhibitor shall deem adequate. The exhibitor shall, at its sole cost and expense, procure and maintain through the terms of the contract for exhibit space, workers' compensation insurance in full compliance with all federal and state laws governing all of the exhibitor's employees engaged in the performance of any work for the exhibitor. Policies shall name ISAKOS as a named additional insured. If requested by ISAKOS, exhibitor may be required to obtain and furnish ISAKOS with a certificate of insurance evidencing the required insurance. Exhibitors using outside service contractors must notify the society at least 30 days prior to the Congress and provide the names and addresses of regular and supervisory personnel who will be working in the exhibit area during installation and dismantling. Certificates of insurance for liability and workmen's compensation are required for outside contractors admitted to the exhibit hall.

INTERPRETATION OF RULES

ISAKOS, in determining whether to accept an application for exhibition space in any subsequent year, may consider breaches or infractions of these terms, rules and regulations by an exhibitor in any year. In addition, infractions of the spirit of the rules by exhibitors or potential exhibitors at any time may be considered in determining whether to accept an application from such person or company seeking to exhibit at a future ISAKOS Congress.

TERMINATION OR MODIFICATION OF DISPLAY PRIVILEGES

ISAKOS reserves the right to terminate or modify the exhibitor's display privileges at any time for a breach of any of these terms, rules and regulations. ISAKOS will be the sole interpreter of whether a breach has occurred. Such termination or modification may occur during the Congress, at which time the exhibitor must agree to close the exhibit upon receipt of a notice of termination and to remove or modify the exhibit from the exhibition hall as soon as possible without disruption of the meeting. Such removal shall be done under the direction of the ISAKOS Exhibit Manager. Expulsion or modification of an exhibit under this rule shall not give rise to any claim, and there shall be no refund of the fees paid by such exhibitor.

USE OF CERTAIN PROPERTY

The exhibitor will assume all costs arising from the use of patented, trademarked, franchised, or copyrighted music, materials, devices, processes or dramatic rights used on or incorporated in the exhibitor's booth. License agreements for music covered by ASCAP, BMI and other organizations are the sole responsibility of the exhibitor.

VIOLATION OF RULES AND REGULATIONS

As a condition for exhibiting, each exhibitor shall agree to observe all policies. The action taken against an exhibitor for violation of rules and regulations will be determined on the basis of the particular circumstances of each case. Some infractions will be communicated in a warning notice that may not result in a violation if in the sole discretion of the ISAKOS Exhibit Manager it is deemed that corrective measures were completed within a timely fashion and no other parties were negatively impacted. Prior years' warnings and penalties may be taken into account in assessing penalties. ISAKOS reserves the right to levy a more severe penalty, including refusal of or termination of the exhibit, at its sole discretion without progressing through each of the following successive steps. In the event of such restriction or eviction, ISAKOS will not be liable for any refunds on rentals or other exhibit expenses.

RESERVATION OF RIGHT TO MAKE CHANGES

Any matters not specifically covered herein are subject to decision by ISAKOS. ISAKOS reserves the right to make such changes, amendments and additions to these rules as it considers advisable for the proper conduct of the exhibit, with the provision that all exhibitors will be advised of any such changes. All dates and times are subject to change without notice.

EXHIBITOR SERVICE MANUAL

The Exhibitor Service Manual will contain detailed information and order forms for exhibitor furnishings and services including freight forwarding, drayage, electrical, furniture, rental, labor, hostesses, material handling, drayage, security, signs, telephone / fax, utilities, audio visual and computers, catering at the booths, storage space, etc. The Exhibitor Service Manual and all order forms will be available online at **isakos.com/2021/Exhibits** by June 15, 2021.

OFFICIAL GENERAL DECORATOR CONTRACTOR

The Conference Company has been designated the official local service contractor. General questions regarding any services provided by The Conference Company including decoration inquiries should be directed to The Conference Company as listed below:

The Conference Company

13 Claribel Road
Morningside
Durban
4000
Tel: + 27 11 888 6159
Fax: +27 11 212 3979

louise@confco.co.za

ADDITIONAL OFFICIAL CONTRACTORS

ISAKOS has designated official vendors for the following areas:

- Audiovisual
- Computer / IT
- Customs Clearance
- Floral
- Photography
- Security

The Exhibitor Service Manual will contain additional information and forms to order these and other services.

DRAYAGE / MATERIAL HANDLING

Domestic/South African exhibitors requiring handling of crates and related exhibitor materials on-site from the docks to their booth location, please contact Jacqui Nel - +27 21 552 7248 Email - ef-gsm@ef-gsm.co.za. EF-gsm services include providing the equipment and labor to unload trucks, move materials to the exhibitor's booth, storage of empty crates and containers, return of empties at the end of the show and reloading of the exhibitor's materials on trucks for outbound return shipping. Material Handling Order Forms can be found in the Exhibitor Services Manual.

FREIGHT FORWARDING

For exhibitors requiring truck, air, rail and ocean transportation and advance warehouse service to transport materials from the exhibitor's location to the Advance Warehouse (pre-show) or to the dock for direct shipments, please contact Schenker SA (Pty) Ltd. / EF-gsm South Africa.

Schenker SA (Pty) Ltd / EF-gsm South Africa
Contact: Frik Mienie / Jacqui Nel
Please keep both Frik & Jacqui in on all correspondence with regards to shipping to this event
Tel: +27 11 971 8575 / +27 21 552 7248
Email: frik.mienie@dbschenker.com / ef-gsm@ef-gsm.co.za
Website: www.schenker.com / www.ef-gsm.co.za

CUSTOMS CLEARANCE

The service of a customs broker is required for all shipments originating outside of South Africa. As medical equipment customs clearance is very strict in South Africa, the usage of the official appointed customs broker will eliminate the possibility of materials being held at the border by South Africa Customs. Having improper or insufficient documentation may result in these materials arriving too late or not at all to the congress. Schenker South Africa, together with EF-gsm has been appointed the official customs broker for the 2021 ISAKOS Congress.

Schenker SA (Pty) Ltd / EF-gsm South Africa

Contact: Frik Mienie / Jacqui Nel
Please keep both Frik & Jacqui in on all correspondence with regards to shipping to this event
Tel: +27 11 971 8575 / +27 21 552 7248
Email: frik.mienie@dbschenker.com / ef-gsm@ef-gsm.co.z
Website: www.schenker.com / www.ef-gsm.co.za

NOTE: Exhibitors who are importing goods to the event should contact Schenker SA for customs clearance procedures.

Schenker SA offers the following services:

- Transport service via air, sea or road
- From point of origin to delivered stand
- From stand and return to point of origin at close of exhibition
- Express dedicated vehicles
- Customs clearance
- Transportation services from stand and onward movement to any destination or exhibition worldwide
- On-site representation – 24-hour contact provided
- Unloading and reloading to / from stand
- Lifting, handling and positioning using specialist lifting equipment
- Assistance with unpacking and repacking
- Labeling, collection, storage and return of empty cases

The Exhibitor Services Manual will contain additional information and forms to order these and other services. The manual will be available online June 15, 2021.

SECURITY AND LIABILITY

Independent security personnel will be engaged to provide protection for the overall area, but not for any specific exhibit. ISAKOS or any of its officers, agents, employees, shall not be liable for any act or omission of such security personnel. ISAKOS or any of its officers, agents or employees, shall not be liable for any damages or injury caused to an exhibitor or property occasioned by the condition of the premise or its mechanical systems; loss by theft; damage by fire, accident, or any other cause; or any other act of omission or negligence of ISAKOS or its officers, agents or employees.

NOTE: Dismantling begins on December 1. Please note that it is your responsibility to provide security for your booth and its contents on December 1. ISAKOS is not responsible for any loss, damage or theft for any items left on the Exhibit Floor.

INSTALLATION OF EXHIBITS

Installation of exhibits will be based on a target plan that will be provided by The Conference Company to exhibitors in October, 2021. Throughout installation, all crates must be labeled for storage as soon as they are empty.

Booths must be set up by 12:00 Saturday, November 27, 2021.
Exhibitors that require additional installation time must send their requests in writing to The Conference Company by October 1, 2021. Exhibitors will be required to cover all costs related to the additional time used for set-up outside of the established installation hours.

DISMANTLE OF EXHIBITS

Dismantling or removal of exhibit or materials before the official closing of the exhibit hall is prohibited. Dismantling of exhibits will occur at the following time:

Wednesday, December 1 14:00–23:59

EXHIBITOR DESIGNATED CONTRACTORS (EDC)

By August 1, 2021, exhibitors planning to use the services of an outside independent contractor for installing and / or dismantling of exhibits must notify The Conference Company by completing the Notice of Exhibitor-Designated Contractor form included in the Exhibitor Service Manual. Unregistered exhibitor-designated contractors that need access to the exhibit floor during installation and dismantling hours will be required to show proof of affiliation with the exhibitor or EDC to receive a badge.

ISAKOS CONGRESS PROMOTIONAL, ADVERTISING AND SPONSORSHIP OPPORTUNITIES

Exhibiting companies of the 13th Biennial ISAKOS Congress are invited to increase company visibility to surgeons from around the world through promotional opportunities offered at the Congress and on the virtual platform.

SPONSORSHIP DESCRIPTION	SPONSORSHIP COST
EDUCATIONAL SUPPORT	
Lunchtime Session (Lecture or Demonstration)	US $15,000 per session, per day
Surgical Demonstrations	Please contact the ISAKOS office
Awards, Fellowships and Scholarships	US $5,000–US $20,000
Educational Program Tracks: Shoulder, Hip, Knee, Biologics	US $10,000 per track
Virtual Educational Symposium	US $5,000
EXHIBIT HALL ENGAGEMENT	
Exhibit Hall ExpoSuite	US $3,500/day
Learning Theater	US $7,500
CONGRESS AMENITIES	
Internet Kiosks	US $12,500
Wireless Internet	US $8,000
Morning Coffee and Afternoon Refreshments	US $7,000 per day
Coat Check	US $1,000
Attendee Bags	US $30,000–US $40,000
Pens and Writing Pads	US $5,000
Bag Insert	US $3,500
Room Keys at Headquarters Hotel	US $12,000
Hotel Room Drop/Door Hang	Please contact the ISAKOS Office
SIGNAGE	
Escalator Clings	US $7,000 per escalator, per floor
Elevator Clings	US $5,000 per escalator, per floor
Banners/Column Wraps	From US $2,500 to $5,000
Registration Stanchions	$5,000 per double-sided stanchion
Lighted Cubes	$2,500 per cube or $9,000 for 4 stacked cubes
CONGRESS EVENTS	
Opening Reception	Exclusive for US $20,000
President's Dinner Reception	Exclusive for US $35,000
Global Connection Reception	Exclusive for US $10,000
Opening Session Presidential Guest Speaker	Exclusive for US $16,500
TRANSLATION	
Congress Translation	Please contact the ISAKOS Office

SPONSORSHIP DESCRIPTION	SPONSORSHIP COST
PROMOTIONAL/ADVERTISING	
Virtual Exhibit Booth	US $2,000
Congress App Banner Ad	US $5,000
Daily Highlights Attendee Email	US $10,000
Congress Traffic-Builder HTML Broadcast Email	US $3,000
Post Congress HTML Broadcast Email	US $3,000
ISAKOS Database HTML Broadcast Email	US $5,000
VIRTUAL PLATFORM ADVERTISING OPPORTUNITIES	
Virtual Platform Banner	US $5,000
Virtual Platform Sponsor	US $15,000
ISAKOS Virtual Platform Industry Channel Opportunities - **Recorded content due to ISAKOS by September 1, 2021**	
New Product Showcase	US $2,000
Commercial Video Advertisement	US $1,500

LUNCHTIME SESSION (LECTURES AND DEMONSTRATIONS)

Sponsorship Available for US $15,000 per session, per day

Lunchtime lectures and workshops will be offered to all Congress attendees at no charge during each lunch break. As a sponsor, you will be provided a meeting room to present hands-on workshops, video demonstrations, and/or lectures of your choice. Lunchtime workshops have increased in popularity allowing for maximum exposure and personal interaction with meeting attendees.

NOTE: Catering and audio-visual charges are not included in educational grant.

SURGICAL DEMONSTRATIONS

Sponsorship Available–Please contact the ISAKOS office

ISAKOS offers a series of Surgical Demonstrations over the course of the Congress. These demonstrations will be recorded and broadcasted to the appropriate session room. Surgical Demonstrations are 30-60 minutes in length. Surgical Demonstrations are presented at no additional charge to registrants and tickets are not required.

AWARDS, FELLOWSHIPS AND SCHOLARSHIPS

Sponsorship Available for US $5,000–US $20,000

ISAKOS presents many respected and coveted awards at the ISAKOS Congress. The below awards, fellowships and scholarships are available to sponsor:

John J. Joyce Award (US $5,000)–awarded to the best arthroscopy paper read by an orthopaedic surgery resident or fellow during the scientific program of the ISAKOS Congress

Richard B. Caspari Award (US $5,000)–awarded to the best upper extremity paper read during the scientific program of the ISAKOS Congress

Jan I. Gillquist Scientific Research Award (US $5,000)–Created with the intention to stimulate and reward abstracts and presentations in the subject of Scientific Research.

Gary G. Poehling Elbow, Wrist, & Hand Award (US $5,000)–awarded to the best elbow, wrist, and hand scientific paper read during the scientific program of the ISAKOS Congress

Young Investigators Scholarship (US $20,000)–The Young Investigator Program seeks to assist young surgeons advance research by awarding a Fellowship at an ISAKOS recognized research facility and funding high-impact projects in the applicants' countries

Global Traveling Fellowship (US $20,000)–The Fellowship will provide the opportunity for five orthopaedic surgeons, 45 years of age or under, to travel with an ISAKOS Godfather to the Godfather's geographic region.

EDUCATIONAL PROGRAM TRACKS

Sponsorship Available for US $10,000 per track–The ISAKOS 2021 Biennial Congress educational program tracks encompass clinical topics including the shoulder, hip, knee and biologics. Support of each of these tracks is available and will include recognition of support for each educational session that aligns with each of these program tracks.

VIRTUAL PLATFORM EDUCATIONAL SYMPOSIUM

Available for US $5,000 per symposium

ISAKOS virtual educational symposia provide an opportunity for companies to present pre-recorded, non-accredited educational sessions that highlight a new therapy or product to ISAKOS Congress virtual attendees. Each symposium will be included on the ISAKOS virtual platform Industry Channel. ISAKOS will help promote the Industry Channel educational offerings in its daily emails to Congress onsite and virtual attendees. Pre-recorded content, up to 60 minutes in length, due to ISAKOS by September 1, 2021.

EXHIBIT HALL ENGAGEMENT

EXHIBIT HALL EXPOSUITE

Available for US $3,500

ExpoSuites are meeting rooms that are conveniently located in or near the exhibit hall. These ExpoSuites will provide exhibitors a designated area for product demonstrations, physician meetings and discussions in a private room located near the exhibit hall. ExpoSuites can be built to meet companies' specific meeting requirements.

LEARNING THEATER

Sponsorship Available for US $7,500

Learning Theater presentations give industry an opportunity to present information on products and services to ISAKOS attendees in a mini-theater setting within the Exhibit Hall. Presentations will be held during lunch or break times in the Exhibit Hall.

CONGRESS AMENITIES

INTERNET KIOSKS

Sponsorship Available for US $12,500

Computer terminals will be available in an "Internet Lounge," centrally located, providing attendees with high-speed Internet access. Computers are always crowded at the ISAKOS Congress and will be an excellent opportunity to increase visibility. Don't miss out on this exclusive opportunity to brand the Internet Lounge with your company name and logo. Sponsor's logo placed on Internet Lounge signage, and onscreen at each station. Sponsor can also provide mouse pads, paper and pens for each computer station.

WIRELESS INTERNET

Sponsorship Available for US $8,000

Provide wireless internet for Congress attendees to use during the Congress. Sponsor will receive recognition through signage onsite at the Congress.

MORNING COFFEE AND AFTERNOON REFRESHMENTS

Sponsorship Available for US $7,000 per day

Coffee and refreshments are offered to the Congress registrants every morning and afternoon in the Exhibit Hall, giving them an opportunity to walk around and visit with exhibitors. The sponsor receives name and logo in the Program Guide, on signage in the break area and may supply cups and napkins imprinted with corporate logo.

COAT CHECK

Sponsorship Available for US $1,000

Located at the entrance of the convention center is a complementary coat check for the attendees. Sponsor's corporate or product logo is shown on signage at coat check.

ATTENDEE BAGS

Sponsorship Available for US $30,000–US $40,000

All medical attendees of the Congress will receive bags, providing your company with maximum exposure to over 3,000 registrants. Sponsor's logo placed on each bag and on signage at the bag distribution counter.

NOTE: Production Cost is not included in Sponsorship and is at an additional cost.

PENS AND WRITING PADS

Sponsorship Available for US $5,000 - $10,000

Feature your company's logo on pens and writing pads, which will be used to take notes during scientific sessions. All attendees will receive the pens and pads in their registration bags. An exclusive opportunity to increase your visibility!

BAG INSERT

Available for US $3,500

Increase your company's visibility by placing a full page (8½" x 11") promotional literature in the medical attendee bags. More than 3,000 bags will be distributed at the ISAKOS Congress.

ROOM KEYS AT HEADQUARTERS HOTEL

Available for US $12,000

At check-in, each attendee receives two room keys. Remind them of your company repeatedly throughout the meeting by placing your logo on their hotel room key!

NOTE: Production Cost is not included in Sponsorship and is at an additional cost.

HOTEL ROOM DROP / DOOR HANG

Available for: Please contact the ISAKOS office.

CONGRESS EVENTS

OPENING RECEPTION

Exclusive Sponsorship Available for US $20,000

The welcome reception will be held the first day of the Congress, Sunday, November 28. Live music, entertainment, and refreshments will be included.

PRESIDENT'S DINNER RECEPTION

Exclusive Sponsorship Available for US $35,000

Be the exclusive sponsor of this elegant and intimate event with the ISAKOS President, the Board of Directors and their spouses. This select event is by invitation only.

GLOBAL CONNECTION RECEPTION

Exclusive Sponsorship Available for US $10,000

Sponsor this special event attended by ISAKOS Godparents and other donors of the Society. This reception provides meaningful networking opportunity with ISAKOS luminaries.

OPENING SESSION PRESIDENTIAL GUEST SPEAKER

Exclusive Sponsorship Available for US $16,500

The ISAKOS Congress Opening Session and its guest speaker is a program highlight and attracts an engaged and excited crowd. Support of this session and speaker will provide meaningful and visible recognition for the sponsoring company.

SIGNAGE

ESCALATOR CLINGS

Sponsorship Available for US $7,000 per escalator, per floor

Increase your company's visibility by sponsoring signage on Escalators onsite at the Convention Center.

ELEVATOR CLINGS

Sponsorship Available for US $5,000 per elevator, per floor

Increase your company's visibility by sponsoring signage on Elevators onsite at the Convention Center.

BANNERS/COLUMN WRAPS

From US $2,500–$5,000

Highlight your company's message by sponsoring signage on a column or banner located in a high-visibility area in the convention center

REGISTRATION STANCHIONS

$5,000 per double-sided stanchion

Showcase your company's message on double-sided signage attached to the Congress registration stanchions.

LIGHTED CUBES

$2,500 per cube or $9,000 for 4 stacked cubes

Highlight your company's message on stacked, lighted cubes located in a high-traffic area within the convention center.

TRANSLATION

CONGRESS TRANSLATION

Please contact the ISAKOS Office for Sponsorship

Be the exclusive sponsor to provide simultaneous translation, for meeting attendees, during the ISAKOS Congress.

PROMOTIONAL / ADVERTISING

VIRTUAL EXHIBIT BOOTH

Available for US $2,000

- Inclusion of virtual exhibit booth on the ISAKOS Congress virtual platform
- Access to attendee information including name, institution and mailing address
- Optional ability to provide pre-recorded videos, case studies, and white papers for download
- Full lead capture and retrieval capabilities
- Complimentary virtual conference registrations for (3) company representatives

CONGRESS APP BANNER AD

Available for US $5,000

HTML BROADCAST EMAIL

Daily Highlights Attendee Email	US $10,000
Congress Registrants Traffic-Builder HTML Broadcast Email	US $3,000
Post Congress Registrants HTML Broadcast Email	US $3,000
ISAKOS Database HTML Broadcast Email (40,000 contacts)	US $5,000

VIRTUAL PLATFORM ADVERTISING OPPORTUNITIES

VIRTUAL PLATFORM BANNER

Available for US $5,000

Provides exposure to your company logo on a rolling banner within the virtual platform.

VIRTUAL PLATFORM SPONSOR

Available for US $15,000

Exclusive - the virtual platform will be the hub of online educational content, vendor interaction, and attendee engagement during the ISAKOS 2021 Biennial Congress. Sponsorship of the platform includes logo recognition in all marketing regarding the platform and a banner on the login and landing page of the platform.

ISAKOS VIRTUAL PLATFORM INDUSTRY CHANNEL OPPORTUNITIES

Recorded content due to ISAKOS by September 1, 2021

New Product Showcase (US $2,000)–Opportunity to post photo and up to 500-word description of your company's product, (new, since the 2019 ISAKOS Congress) on the New Product Showcase page of the ISAKOS Industry Channel

Commercial Video Advertisement (US $1,500)–Opportunity for an industry commercial advertised during a break in the program. Will be shown during all regional hub break times.

SPONSOR ACKNOWLEDGMENTS	PLATINUM	GOLD	SILVER
Sponsor name recognition in the 2021 issues of ISAKOS Newsletter	●		
Sponsor name & logo recognition on sign at entrance to exhibit hall	●	●	●
Prominent Sponsor signage at sponsored event (if applicable)	●	●	●
Sponsor Ribbons for all on-site company representatives	●	●	●
Banner on the ISAKOS website, Congress website and virtual platform with company description	●		
Prominent listing on the Congress website		●	●
Recognition of sponsorship shown on slides at intervals in general session room	●	●	
Complimentary tickets for four company representatives to attend the exclusive President's Reception	●		
Complimentary tickets for two company representatives to attend the exclusive President's Reception		●	●

GETTING TO AND AROUND CAPE TOWN

Getting to Cape Town, South Africa and the Cape Town International Convention Center is easy. There are various means of transport available.

BY AIR

Cape Town International Airport (IATA: CPT, ICAO: FACT) is the main international gateway of Cape Town in South Africa and surroundings. It is the second busiest airport in the country and the third one in Africa. Located approximately 12 miles (20 km) from the city centre of Cape Town, CPT airport operates with international and domestic flights. CPT airport is the only airport in the Cape Town metropolitan area that offers scheduled passenger services.

CUSTOMS PROCEDURES AT CAPE TOWN AIRPORT

DUTY FREE CONSUMABLE GOODS IN ACCOMPANIED BAGGAGE

You can bring the following goods into South Africa without paying customs duty or value-added tax (VAT):

- Cigarettes - up to 200 per person.
- Cigars - up to 20 per person.
- Cigarette or Pipe Tobacco - up to 250g per person.
- Perfume - up to 50ml per person; Eau de Toilette (scented liquid lighter than cologne) - up to 250ml per person.
- Wine - up to 2 litres per person.
- Spirits and other Alcoholic Beverages - up to 1 litre in total per person.
- People under 18 can claim this duty-free allowance on consumable goods - with the exception of alcohol and tobacco products - provided the goods are for their personal use.

PERSONAL MEDICINES

You are allowed to bring in one month's supply of pharmaceutical drugs or medicines for your personal use. Any other pharmaceutical drugs or medicines must be accompanied by a letter or certified prescription from a registered physician, and have to be declared.

PERSONAL EFFECTS, SPORT AND RECREATIONAL EQUIPMENT

You can bring in personal effects, sport and recreational equipment, either as accompanied or unaccompanied baggage, for your own use during your visit. In the case of very expensive articles, you may be required to lodge a cash deposit to cover the potential duty / tax on their re-export. The deposit will be refunded on departure after a customs officer has inspected the items and verified that they are being re-exported.

ADDITIONAL PERSONAL GOODS

In addition to the personal effects and consumables duty-free allowances, you are allowed to bring in new or used goods in accompanied baggage to the value of R5 000, or R25 000 if arriving from Botswana, Lesotho, Namibia or Swaziland.

If the limits are exceeded, all goods brought into South Africa are subject to the payment of customs duty and value-added tax (VAT) - including goods bought duty-free on aircraft or ships or in duty-free shops. For goods of up to R20 000 in value, you have the option of paying customs duty at a flat rate of 20%. Flat-rated goods are also exempt from payment of VAT. This is valid only once per person per 30-day period.

People under 18 can opt for the flat-rate assessment, provided the goods are for their personal use. Once you're over the additional R20 000 limit - or if you waive the flat rate option- then duty will be assessed and paid on each individual item you're carrying, and an additional 14% VAT will be charged.

CURRENCY ALLOWANCES

South African bank notes in excess of R25 000; foreign currency above $10,000; gold coins, coin and stamp collections, and unprocessed gold above $10,000 in value.

RESTRICTED GOODS

Certain goods are restricted, and may only be brought into South Africa if you have the necessary authority or permit, and these must be declared on arrival. They include any firearms, as well as species of plants or animals that are listed as endangered, whether they are alive or dead, as well as any parts of or articles made from them.

All plants and plant products are restricted, such as seeds, flowers, fruit, honey, margarine and vegetable oils. Also animals, birds, poultry and products thereof, such as dairy products, butter and eggs.

CAB OR TAXI

There are a large number of metered taxis available, and it is easy to find one near major attractions or at the airport.

CAR HIRE

All the major companies operate out of the airport and have city depots.

BUS

Cape Town has a number of private bus companies and commuter bus services, as well as the City Sightseeing bus. The City Sightseeing bus is an awesome way to see the city at your own pace as you jump on and off at your leisure. The MyCiti bus is another quick and easy way to get around the city and surrounds.

TRAVEL ADVISORY

As a first step in planning any trip abroad, check the Travel Advisories for your intended destination. Note, conditions can change rapidly and at any time. Exercise the same common sense measures you would at home. Keep your money and valuables secure. Be aware of your surroundings, particularly in crowded public places, at large events and when using public transportation.

ISAKOS encourages all attendees to exercise increased caution when traveling abroad.

TIPS TO ENSURE SAFETY

- Avoid hailing cabs on the street. Instead, ask your hotel to arrange a taxi.
- Exercise caution when venturing outside popular tourist and hotel zones.
- Stay up to date with the latest travel warnings issued by your local Travel Advisory Department

ENTRY INTO SOUTH AFRICA

Foreigners who wish to visit South Africa must have passports / travel documents valid for thirty (30) more days after the intended return date from South Africa. The passport must contain at least two (2) unused (blank) pages labeled Visa when presented at the Embassy or Consulate; One page is for affixing the visa or permit at the Embassy / Consulate and the other page is for endorsement of entry / departure stamp by the South African Immigration Services. Note: Visa pages referred to above do not include pages reserved for Endorsements, Amendments or Observations.

Foreigners must check the list of visa exempt countries to see if they need to apply for visas. If the names of their countries are not listed, it means they need to apply for visas. There are also countries that are visa exempt if applicant is traveling to South Africa for a period of 30 days or less.

There are countries which are required to apply for visas but are exempt from visa fees, e.g. India, Colombia, Mexico, etc. Please refer to the list of countries that pay for visa and if your country is not listed it means you do not need to pay for visa.

Note: If your visit would exceed ninety days or if you want to travel to South Africa to study or to work, you will need to apply for a temporary residence visa instead of a visitor's visa. Requirements for a temporary residence visa are not the same with visitor's visa.

Yellow fever certificate is required only if the applicant is passing through yellow fever belt area before entering South Africa.

*Information provided on this webpage regarding visas and passports, is supplied as a courtesy. ISAKOS is NOT responsible for any errors, changes or omissions in the information listed above. Please contact your consulate when planning your travel.

STAYING IN CAPE TOWN

HOTEL ACCOMMODATIONS

ISAKOS is offering special Congress rates at a number of hotels in Cape Town. The Conference Company is appointed the official hotels provider. Hotel reservation information is available at ISAKOS.com/2021/travel. VAT is applicable at 15% as per South African law.

Important Dates & Important Contact Information

For quick reference, please see pages 5, 6, and 9 and the back cover.

Where can I find up-to-date information about the ISAKOS Congress?

Visit **isakos.com** and click on the 13th Biennial ISAKOS Congress icon or type the following address in to your web browser **isakos.com/2021Congress**

I have never exhibited at an ISAKOS Congress before; how do I apply for exhibit space?

Visit the Exhibit page of the ISAKOS Congress website. Under the title Quick Links, select "Exhibit Application" and complete the online exhibit application process. When complete you will receive a confirmation email, print a copy of this email and mail it to the ISAKOS Exhibit Manager with two copies of the following:

- Background information of the company
- Product brochures or literature

Please see page 7 for additional information.

Does ISAKOS offer Promotional, Advertising or Sponsorships Opportunities to Exhibiting companies?

Yes! Please see pages 19–22 for full details on all of the opportunities available.

How much does it cost to Exhibit at the 2021 ISAKOS Congress?

Each booth is 3m wide x 3m deep and you may purchase multiple booths. Companies that purchase an exhibit at the Cape Town Congress are offered a complimentary exhibit booth on the ISAKOS Congress virtual platform.

Inline	US $5,800
Corner	US $6,200
Publisher	US $1,700

When is the exhibit floor open for attendees?

Sunday, November 28	09:00–15:30
Opening Reception	17:30–19:00
Monday, November 29	09:00–15:30
Tuesday, November 30	09:00–15:30
Wednesday, December 1	09:00–14:00

What are the program hours for the ISAKOS Congress?

Sunday, November 28	07:30–17:30
Monday, November 29	07:30–17:30
Tuesday, November 30	07:30–17:30
Wednesday, December 1	07:30–17:30

How do sales representatives for an exhibiting company register for the Congress?

Two complimentary badges will be provided to each exhibiting company for each 3m x 3m square of exhibit booth space reserved. The names must be submitted to the online registration system by the Exhibitor Contact. Additional representative badges can be purchased online. Exhibitor representatives are unable to register for the ISAKOS Congress until the company they are affiliated with has received an exhibit space assignment and confirmation letter.

NOTE: All exhibitor representatives will be required to show proof of affiliation (business card) with the exhibiting company and a photo ID, at the on-site registration desk, in order to receive their badge.

Please see page 10 for additional information.

Who do I contact to make arrangements for hotel and flight reservations?

The ISAKOS Office is not involved in the booking of hotel or flight reservations. Please visit the Travel page of the ISAKOS Congress website for detailed travel information as well as a link to make hotel reservations.

Do I need to secure a visa to enter Cape Town?

The ISAKOS Office is not involved in securing visas for travel into South Africa. During/after registering for the ISAKOS Congress you will be able to request your Invitation Letter to the ISAKOS Congress for visa purposes however it is the responsibility of the registrant to obtain a visa.

Who is the Official Service Contractor for the ISAKOS Congress?

The Conference Company has been designated as the official local service contractor. General questions regarding any services provided, including decoration inquiries should be directed to:

Louise Robinson
louise@confco.co.za
Tel: +27 11 888 6159

Who do I contact regarding Freight Forwarding?

For exhibitors requiring truck, air, rail and ocean transportation and advance warehouse service to transport materials from the exhibitor's location to the Advance Warehouse (pre-show) or to the Convention Center for direct shipments, please contact:

Schenker SA (Pty) Ltd / EF-gsm South Africa

Contact: Frik Mienie / Jacqui Nel
Please keep both Frik & Jacqui in on all correspondence with regards to shipping to this event
Tel: +27 11 971 8575 / +27 21 552 7248
Email: frik.mienie@dbschenker.com / ef-gsm@ef-gsm.co.z

Website: www.schenker.com / www.ef-gsm.co.za

Who do I contact regarding Drayage and Customs?

For exhibitors requiring handling of crates and related exhibitor materials on-site from the docks to their book location, please contact EF-gsm South Africa services including transport service, express dedicated vehicles, customs clearance, on-site accessible storage, unloading and reloading to / from stand, lifting, handling and positioning using specialist lifting equipment, assistance with unpacking and repacking, labeling, collection, storage and return of empty cases, etc.

NOTE: Exhibitors who are importing goods to the event should contact Schenker SAS for customs clearance procedures.

Where can I find the cancellation policy for exhibitors at the ISAKOS Congress?

For detailed information, please refer to page 9.

EXHIBIT CONTRACT

ISAKOS CONGRESS 2021

Cape Town South Africa Nov 27 – Dec 1

DEADLINE: JUNE 30, 2021

1. EXHIBITOR MAILING ADDRESS (PLEASE PRINT CLEARLY)

COMPANY NAME

ADDRESS

CITY | STATE / PROVINCE | POSTAL CODE | COUNTRY

TELEPHONE | FAX | WEBSITE

2. CONTACT PERSON (to whom all exhibit information will be sent)

NAME | DIRECT PHONE NUMBER / EXT.

EMAIL

3. BOOTH SPACE RESERVATION

(FOR PRIORITY PROCESSING, COMPLETE THE ONLINE EXHIBIT APPLICATION) isakos.com/2021/Exhibits

Please refer to the floor plan and indicate your top 4 booth choices, in order of preference. Booths that measure 3m x 3m cost US $5,800 for inline and US $6,200 for corner. Two exhibitor registrations are included with every 3m x 3m booth. PAYMENT MUST BE RECEIVED BY JUNE 30, 2021, TO GUARANTEE SPACE. A fee of 50% of the total booth fee will be charged to cancellations received in writing prior to August 15, 2021. Cancellations received after August 15, 2021, will not receive a refund.

1st Choice Booth No.(s) | Price

2nd Choice Booth No.(s) | Price

3rd Choice Booth No.(s) | Price

4th Choice Booth No.(s) | Price

NOTE: ISAKOS is a professional organization catering to the medical community. As such, the Exhibit Floor needs to maintain a high standard of look and profile. In order to ensure that standard, the following is MANDATORY for all exhibitors: 1) provide floor covering, 2) Utilize a back-wall in booth design which must be constructed of rigid or hard-wall material. No drape walls will be allowed. Your application cannot be processed without checking one of the boxes below:

- ☐ I will be providing my own booth and it will comply with the above requirements
- ☐ I will be renting an Exhibit Booth Package from The Conference Company which will conform to the above requirements.

Exhibitor assumes responsibility and agrees to indemnify and hold harmless the International Society of Arthroscopy, Knee Surgery, and Orthopaedic Sports Medicine; Cape Town International Convention Center, The Conference Company and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises or services. The exhibitor understands that neither the International Society of Arthroscopy, Knee Surgery, and Orthopaedic Sports Medicine Cape Town International Convention Center, The Conference Company maintain insurance covering the exhibitor's property, and it is the sole responsibility of the exhibitor to obtain such insurance. The exhibitor agrees to comply with the ISAKOS policy on FDA clearance and agrees to display signage indicating FDA status and with all of the terms and conditions in the Exhibitor Prospectus, which is incorporated herein by reference.

Note: I have read all rules and regulations included in both the printed and online Exhibit Prospectus and I agree to all (application will not be accepted without signature below

SIGNATURE OF AUTHORIZED EXHIBIT COMPANY REPRESENTATIVE | PRINT NAME | DATE

4. METHOD OF PAYMENT (FULL PAYMENT DUE BY JULY 15, 2021)

MAIL THIS FORM AND PAYMENT TO: ISAKOS

- ☐ **Check:** make check payable to ISAKOS in US dollars
- ☐ **Wire Transfer:** Contact ISAKOS

Credit Card: ☐ VISA ☐ MasterCard ☐ American Express Other: ☐ Check ☐ Wire Transfer

CARD NUMBER | CCV#

NAME (AS IT APPEARS ON CARD) | EXP. DATE

SIGNATURE (I AGREE TO PAY ACCORDING TO THE CREDIT CARD ISSUER AGREEMENT) | DATE

5. TOTAL $

Please visit isakos.com/2021congress for the most current Congress information.

SPONSORSHIP APPLICATION

ISAKOS CONGRESS 2021

Cape Town South Africa Nov 27 – Dec 1

1. SPONSOR MAILING ADDRESS (PLEASE PRINT CLEARLY)

COMPANY NAME

ADDRESS

CITY | STATE / PROVINCE | POSTAL CODE | COUNTRY

TELEPHONE | FAX | WEBSITE

2. CONTACT PERSON (to whom all information will be sent)

NAME | DIRECT PHONE NUMBER / EXT.

EMAIL

3. PLEASE CHECK ALL OPPORTUNITIES YOU WOULD LIKE

SPONSORSHIP DESCRIPTION	SPONSORSHIP COST
Educational Support	
☐ Lunchtime Session	US $15,000 each
☐ Surgical Demonstrations	Contact the ISAKOS Office*
☐ Awards, Fellowships and Scholarships	US $5,000–$20,000
☐ Educational Program Tracks	$10,000 per track
☐ Virtual Educational Symposia	US $5,000
Exhibit Hall Engagement	
☐ Exhibit Hall ExpoSuite	US $3,500
☐ Learning Theater	US $7,500
Congress Events	
☐ Opening Reception Exclusive	US $20,000
☐ Presidential Guest Speaker	US $16,500
☐ President's Dinner Reception Exclusive	US $35,000
☐ Global Connection Reception Exclusive	US $10,000
Translation	
☐ Congress Translation	Contact the ISAKOS Office*

SPONSORSHIP DESCRIPTION	SPONSORSHIP COST
Congress Amenities	
☐ Internet Kiosk	US $12,500
☐ Wireless Internet	US $8,000
☐ Morning Coffee and Afternoon Refreshments	US $7,000 per day
☐ Coat Check	US $1,000
☐ Attendee Bags	US $30,000–$40,000
☐ Pens and Writing Pads	US $5,000
☐ Bag Insert	US $3,500
☐ Room Keys at Headquarters Hotel	US $12,000
☐ Hotel Room Drop / Door Hang	Contact the ISAKOS office
Signage	
☐ Escalator Clings	US $7,000 per escalator, per floor
☐ Elevator Clings	US $5,000 per elevator, per floor
☐ Banners / Column Wraps	From US $2,500–$5,000
☐ Registration Stanchions	$5,000 per double-sided stanchion
☐ Lighted Cubes	$2,500 per cube or $9,000 for 4 stacked cubes

ADVERTISING	ADVERTISING COST
Promotional/Advertising	
☐ Virtual Exhibit Booth	US $2,000
☐ Congress App Banner Ad	US $5,000
☐ Daily Highlights Attendee Email	US $10,000
☐ Congress Registrants HTML Broadcast Email	US $3,000
☐ Post Congress HTML Broadcast Email	US $3,000
☐ HTML Broadcast Email Database	US $5,000

ADVERTISING	ADVERTISING COST
Virtual Platform Advertising Opportunities	
☐ Virtual Platform Banner	US $5,000
☐ Virtual Platform Sponsor	US $15,000
☐ Virtual Platform Industry Channel New Product Showcase	US $2,000
☐ Virtual Platform Industry Channel Commercial Video Advertisement	US $1,500

4. METHOD OF PAYMENT (FULL PAYMENT DUE BY AUGUST 15, 2021)

EMAIL THIS FORM TO: exhibits@isakos.com
MAIL THIS FORM AND PAYMENT TO: ISAKOS, 567 Sycamore Valley Road West, Danville, CA 94526 USA
OR FAX THIS FORM TO: (925) 807–1199

☐ **Check:** make check payable to ISAKOS in US dollars Drawn on US Bank ☐ **Wire Transfer:** Contact the **ISAKOS Office**

Credit Card: ☐ VISA ☐ MasterCard ☐ American Express Other: ☐ Check ☐ Wire Transfer

CARD NUMBER | CCV#

NAME (AS IT APPEARS ON CARD) | EXP. DATE

SIGNATURE (I AGREE TO PAY ACCORDING TO THE CREDIT CARD ISSUER AGREEMENT) | DATE

5. TOTAL $

Please visit **isakos.com/2021congress** for the most current Congress information.

ISAKOS CONGRESS 2021

Cape Town
South Africa
Nov 27 – Dec 1

567 Sycamore Valley Road W.,
Danville, CA 94526 USA
Telephone: +1 925 807–1197
Fax: +1 925 807–1199
exhibits@isakos.com

IMPORTANT DEADLINES

June 15, 2021	Exhibit Service Manual Available Online
June 30, 2021	Exhibit Space Application Deadline
July 15, 2021	Last Day to Receive Full Refund for Exhibit Space Cancellations
August 15, 2021	Last Day to Receive 50% Refund of Fees Paid
August 16, 2021	No Refund of Exhibit Space Cost
July 31, 2021	Exhibitor Representative Early Registration Closes
November 27, 2021	Exhibit Booths Must Be In Place By 12:00
November 28, 2021	Congress Opens + Opening Reception
December 1, 2021	Congress Closes

isakos.com