

12<sup>TH</sup> Biennial

# ISAKOS CONGRESS 2019

Cancun, Mexico • May 12–16, 2019

## EXHIBITOR PROSPECTUS & SPONSORSHIP OPPORTUNITIES

[isakos.com/2019congress](http://isakos.com/2019congress)

12<sup>TH</sup> Biennial

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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 12<sup>TH</sup> Biennial ISAKOS Congress in Cancun, Mexico. 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 five-day Congress will include a variety of educational opportunities such as surgical demonstrations, paper presentations, debates, lectures, symposia and instructional course lectures. Lunch time sessions, hands-on workshops and electronic posters will also be offered.

We anticipate the 2019 ISAKOS Congress will draw more than 4,500 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 12<sup>TH</sup> Biennial ISAKOS Congress by choosing from a variety of educational, promotional and social opportunities offered for 2019. Full information regarding sponsorship opportunities is available online. Please visit [isakos.com/2019/Exhibits](http://isakos.com/2019/Exhibits) for frequent updates.

Become a part of the international experience that is ISAKOS.

**We look forward to seeing you in Cancun, Mexico!**

**Marc R. Safran, MD UNITED STATES**

ISAKOS President 2017–2019

**Stefano Zaffagnini, MD, Prof. ITALY**

ISAKOS Program Chair 2017–2019



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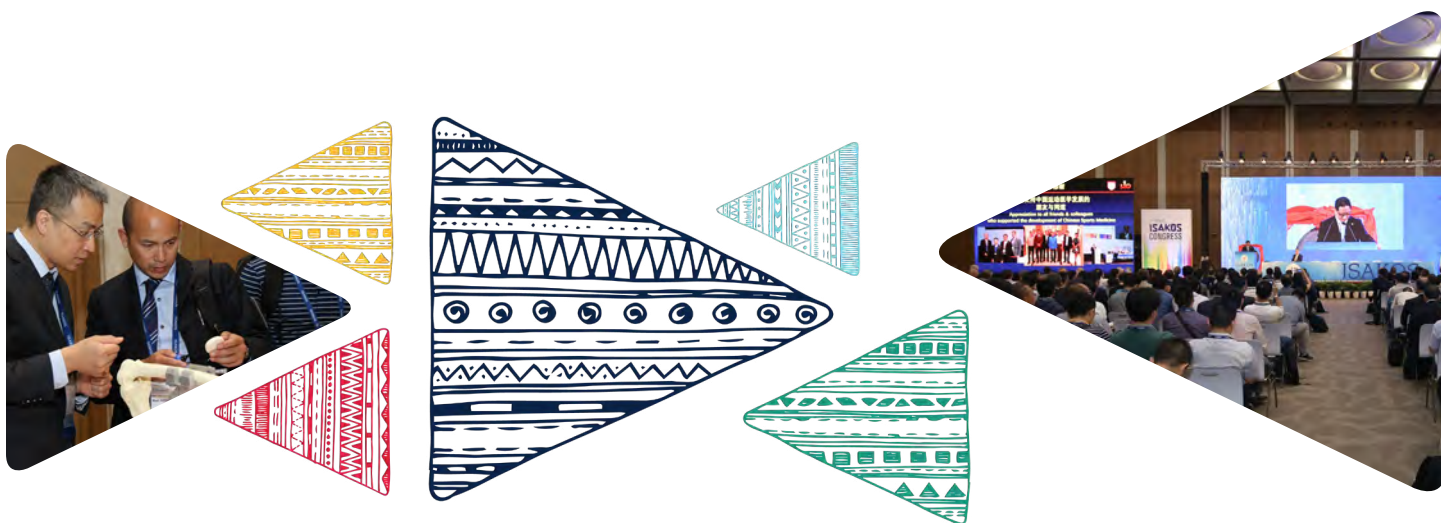
## 2019 CONGRESS CONTENT

- Five Pre-Courses: Saturday, May 11, 2019
  - Morning Pre-Courses
    - Updating and Upgrading the Knee Surgical Techniques (Presented in Spanish)
    - Trends and Future of Instability and Rotator Cuff Repair
    - Knee Arthroplasty
  - Afternoon Pre-Courses
    - Updating and Upgrading the Shoulder Surgical Techniques (Presented in Spanish)
    - Sports Medicine Physician
    - Masterclass in Knee Sports and Preservation Surgery: A Case Based Approach
- 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 2019?

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

- Access to more than 4,500 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:




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

## CONGRESS STATISTICS

### CONGRESS MEETING ATTENDANCE

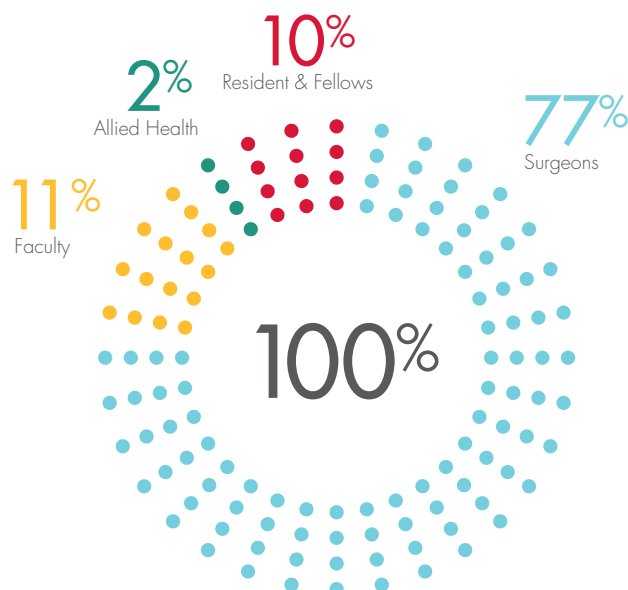
-  Surgeons
-  Allied Health
-  Company Representatives
-  Total Attendance

<b>Toronto, Canada</b> 2013
 <b>2,566</b>
 <b>67</b>
 <b>529</b>
<b>= 3,162</b>

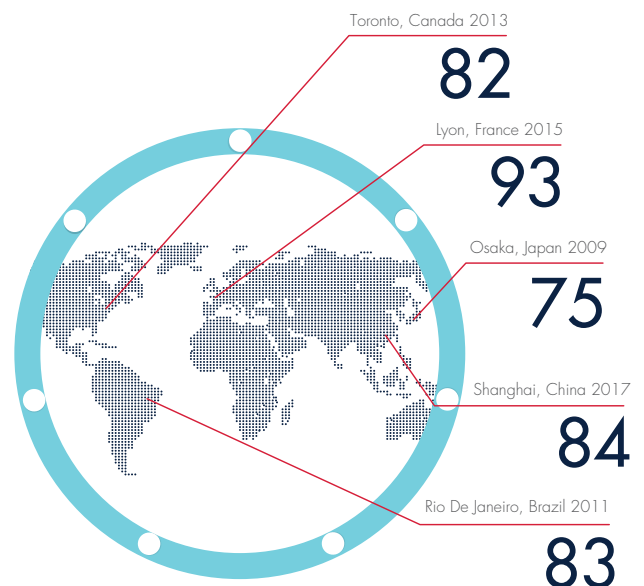
<b>Lyon, France</b> 2015
 <b>3,332</b>
 <b>54</b>
 <b>635</b>
<b>= 4,201</b>

<b>Shanghai, China</b> 2017
 <b>3,674</b>
 <b>67</b>
 <b>416</b>
<b>= 4,157</b>

### WHO ATTENDS THE ISAKOS CONGRESS?



### COUNTRIES/REGIONS REPRESENTED



# MEETING OVERVIEW

## APPLICATIONS FOR EXHIBIT SPACE DEADLINE: **NOVEMBER 1, 2018**

### MEETING DATES

#### ISAKOS Congress:

Sunday, May 12–Thursday, May 16, 2019

#### Pre-Courses:

Saturday, May 11, 2019

### CONFERENCE LOCATION

Cancun International Convention Center  
Boulevard Kukulcan Mz. 48 Lt. 8, Zona Hotelera  
77500 Cancún, QROO  
MEXICO

### 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 \$675 (until January 31, 2019)
Late	US \$750 (February 1–March 31, 2019)
On-site	US \$825 (After March 31, 2019)

### EXHIBIT SPACE

Fees for exhibit booth space include the following:

- Assigned exhibit space
- Booth number identification
- General perimeter security
- Two complimentary exhibitor representative badges for each 3m x 3m booth (if provided by March 31, 2019)
- Access to hotel information and reservations through the ISAKOS website
- Publication of company name, address, booth number and 25 word company description in the Final Program (if contract is received by January 15, 2019)
- One hard copy of the 12<sup>TH</sup> Biennial ISAKOS Congress Final Program per 3m x 3m booth
- 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 during the ISAKOS Congress dates (May 11–16, 2019). Please complete the Exhibitor Activities form located in the Exhibitor Service Manual and submit it to the ISAKOS Exhibit Manager by January 18, 2019. 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

Exhibit Application and Payment Due	<b>NOVEMBER</b> <b>1</b> 2018
Exhibitor Service Manual Available Online	<b>NOVEMBER</b> <b>1</b> 2018
Exhibitor Representative Early Registration Closes	<b>JANUARY</b> <b>31</b> 2019

## EXHIBIT SPACE CANCELLATION / REDUCTION DATES

Last Day to Receive Full Refund of Fees Paid	<b>NOVEMBER</b> <b>30</b> 2018
Last Day to Receive 50% Refund of Fees Paid	<b>DECEMBER</b> <b>31</b> 2018
No Refund of Exhibit Space Cost Given After	<b>JANUARY</b> <b>1</b> 2019

## EXHIBIT HALL ACTIVITIES

Welcome Reception	<b>Sunday, May 12, 2019</b> 17:30–20:00
Morning Coffee	<b>Daily, May 12–16, 2019</b> 17:30–10:00
Afternoon Refreshments	<b>Daily, May 12–16, 2019</b> 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 InterMeeting by April 1, 2019—additional fees may apply.

## ISAKOS EXHIBIT MANAGER

Please visit the 12<sup>TH</sup> Biennial ISAKOS Congress website at [isakos.com/2019/Exhibits](http://isakos.com/2019/Exhibits) for updated information.

Attn: Hilary Merliner, Exhibits Manager  
ISAKOS

2410 Camino Ramon, Suite 215  
San Ramon, CA 94583

Telephone: +1 925 807 1197

Fax: +1 925 807 1199

[exhibits@isakos.com](mailto:exhibits@isakos.com)





# EXHIBITION INFORMATION

## APPLICATIONS FOR EXHIBIT SPACE DEADLINE: NOVEMBER 1, 2018

### 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 Cancun International Convention Center (CICC) regarding the use and occupancy of the exhibition hall, and to all reasonable rules and regulations prescribed by ISAKOS or the Cancun International Convention Center (CICC). 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 12<sup>TH</sup> 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 mailed to the attention of the Exhibit Manager at the ISAKOS Office by

**November 1, 2018**



## SELECTING EXHIBIT SPACE

The ISAKOS Office recommends applying online for exhibit space at the 12<sup>TH</sup> Biennial ISAKOS Congress. Visit the Exhibitor section of the official ISAKOS Congress website and complete the online application for exhibit space.

[isakos.com/2019/Exhibits](http://isakos.com/2019/Exhibits)

Applications submitted online will be given priority over faxed or mailed applications. If you are unable to apply online please complete the Exhibit Space Application included in this Exhibitor Prospectus and fax or mail it with payment to the ISAKOS office. 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 six 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 November 1, 2018.

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 November 1, 2018. Mobile labs cannot be held during hours when 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 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 November 1, 2018.

## 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 Cancun, 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 November 1, 2018. 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 the ISAKOS account manager. Request a Wire Transfer Application by contacting the ISAKOS Exhibit Manager at [exhibits@isakos.com](mailto:exhibits@isakos.com). Complete the Wire Transfer Application and fax WITH THE EXHIBIT APPLICATION to the ISAKOS Office prior to processing the wire transfer.

After the Funds are received and confirmed by the ISAKOS account manager, the ISAKOS Exhibit Manager will process the application.

### 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 the ISAKOS Office at the address listed below.

International Society of Arthroscopy, Knee Surgery and Orthopaedic Sports Medicine

2410 Camino Ramon, Suite 215  
San Ramon, CA 94583-4318 USA  
Telephone: +1 925 807-1197  
Fax: +1 925 807-1199

[exhibits@isakos.com](mailto:exhibits@isakos.com)

### BY CHECK:

Checks are to be made payable to "ISAKOS" in US funds only, and must indicate "ISAKOS 2019 Exhibit Payment" in the memo section of the check. Mail checks with a copy of the Exhibit Space Application to the ISAKOS Office at the address listed below.

International Society of Arthroscopy, Knee Surgery and Orthopaedic Sports Medicine

2410 Camino Ramon, Suite 215  
San Ramon, CA 94583-4318 USA  
Telephone: +1 925 807-1197  
Fax: +1 925 807-1199

[exhibits@isakos.com](mailto:exhibits@isakos.com)

Applications received without payment will not be processed until accompanied by the appropriate payment.

All applications and payments are processed through the ISAKOS finance department prior to being forwarded to the Exhibits Manager for space assignment.

## 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 below to receive a refund for inline or corner space:

Last day to receive full refund of fees paid	NOVEMBER <b>30</b> 2018
Last day to receive 50% refund of fees paid	DECEMBER <b>31</b> 2018
No refund of exhibit space cost given after	JANUARY <b>1</b> 2019

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 re-drawing 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 nonexhibit 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 May 2018 and updated frequently. Visit [isakos.com/2019/Program](http://isakos.com/2019/Program) to view the program as needed.

The Final Program will include an alphabetical listing of exhibitors. This information will be taken from the information supplied on the Exhibit Space Application. One Final Program per 3m x 3m of exhibit space will be provided to each exhibiting company. The programs will be available for pick up at Exhibitor Registration, and will be released to the designated "on-site representative" from each company. Printed copies of the Final Program are not available prior to the meeting. However, the Final Program information will be available at [isakos.com/2019/Program](http://isakos.com/2019/Program) in May 2019.

## 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 May 1, 2019. Directions will be included in the exhibit space assignment and confirmation letter.

**PLEASE 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 January 31, 2019 for US \$675. After January 31, 2019, early registration is closed.

## LATE REGISTRATION

From February 1–March 31, 2019 badges are available online for the Late Registration price of US \$750.

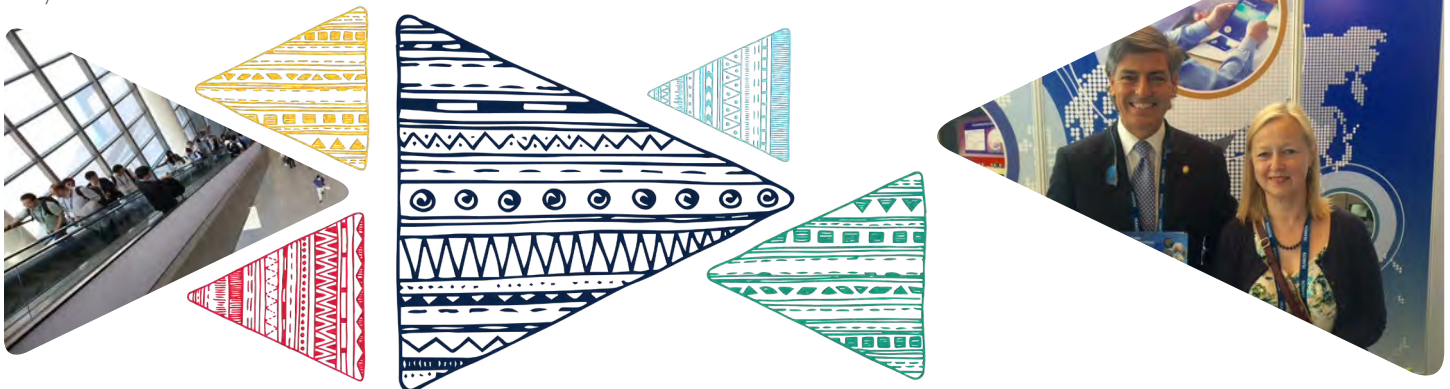
## ONSITE REGISTRATION

After March 31, 2019 badges are available online for the Onsite Registration price of US \$825.

Representatives can register onsite for US \$825 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 Cancun 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 Cancun International Convention Center will be DENIED to everyone without an official ISAKOS Congress badge AT ALL TIMES from May 10–16, 2019. 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 Mexico. 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 Mexican visa authorities or visit the web site of Mexico's Secretariat of Foreign Affairs at [www.gob.mx/sre/en](http://www.gob.mx/sre/en)

# 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](http://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. 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 Cancun International Convention Center. The Exhibit Hall is a 4,013 square-meter room with a 3 meter-high ceiling. The large squares on the floorplan indicate columns which are 1.2 meters x 1.2 meters.

Aisle Carpet: Blue

## HEIGHT LIMITATIONS FOR EXHIBITS

Exhibitor lighting must be limited to the confines of the booth space. Lighting that projects onto other exhibitor's space or ISAKOS aisles or otherwise detracts from the professional atmosphere of the event will not be allowed. The CICC has specific rules and regulations with respect to height of booths and displays. Maximum height for all booths and displays is 3 meters (9.84 feet). In the event your booth exceeds this height, it is your responsibility to request and comply with the CICC 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 InterMeeting 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.



# EXHIBITOR REGULATIONS

## 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 February 1, 2019. Equipment may not be demonstrated or machinery utilized in such a way as to give off noxious odors, fumes, dust 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
Saturday, May 11	07:00–17:00
Sunday, May 12	07:00–20:00
Monday, May 13	07:00–17:30
Tuesday, May 14	07:00–17:30
Wednesday, May 15	07:00–17:30
Thursday, May 16	07:00–13:30

## 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 January 1, 2019 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 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 the recommendation of the U.S. Department of Health and Human Services, 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, May 15 between 17:01–22:59 and Thursday, May 16 between 07:00–12:00.

**NOTE:** Please note that it is your responsibility to provide security for your booth and its contents on May 16, should you not complete moving out that evening. 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:

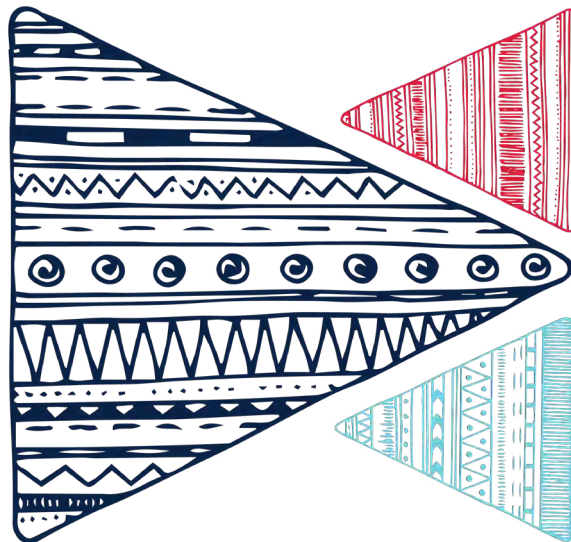
- This device is not cleared by the FDA for distribution in the United States.
- This device is a Class III device which is limited by Federal Law for investigational use only.
- This device is a Class II device which is cleared for marketing use only.

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](http://www.fda.gov).



## GIFTS AND PROMOTIONAL ITEMS

The ISAKOS Office must approve in writing all giveaways for the 2019 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 January 15, 2019.

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—May 12–16, 2019" 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 Cancun, Mexico.

## 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 Cancun 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 Cancun 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 Cancun 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/2019/Exhibits](http://isakos.com/2019/Exhibits) by November 1, 2018.

## OFFICIAL GENERAL DECORATOR CONTRACTOR

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

### InterMeeting

Address:

Eje 10 sur río de la Magdalena 326 Int.201-202

Col. La otra banda , CP.01090 CDMX

Tel: + 52 55 56 63 04 02 / +52 55 56 61 79 09

Fax: +52 55 56 63 00 35

E-mail: [vgalindo@intermeeting.com.mx](mailto:vgalindo@intermeeting.com.mx)

## 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

For exhibitors requiring handling of crates and related exhibitor materials on-site from the docks to their booth location, please contact Kuehne + Nagel, Inc.

Kuehne + Nagel, Inc. 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 re-loading 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 Kuehne + Nagel, Inc.

### **Kuehne + Nagel, Inc.**

4100 North Commerce Drive

East Point, GA 30344

Contact: Mr. Jerry Nance

Tel: +1 404 675 2783

Email: [jerry.nance@kuehne-nagel.com](mailto:jerry.nance@kuehne-nagel.com)

Website: [www.kuehne-nagel.com](http://www.kuehne-nagel.com)

## CUSTOMS CLEARANCE

The service of a customs broker is required for all shipments originating outside of Mexico. As medical equipment customs clearance is very strict in Mexico, the usage of the official appointed customs broker will eliminate the possibility of materials being held at the border by Mexico Customs. Having improper or insufficient documentation may result in these materials arriving too late or not at all to the congress. Kuehne + Nagel, Inc. has been appointed the official customs broker for the 2019 ISAKOS Congress.

### **Kuehne + Nagel, Inc.**

4100 North Commerce Drive

East Point, GA 30344

Contact: Mr. Jerry Nance

Tel: +1 404 675 2783

Email: [jerry.nance@kuehne-nagel.com](mailto:jerry.nance@kuehne-nagel.com)

Website: [www.kuehne-nagel.com](http://www.kuehne-nagel.com)

**NOTE:** Exhibitors who are importing goods to the event should contact Kuehne + Nagel, Inc. for customs clearance procedures.

Kuehne + Nagel, Inc. 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 accessible storage
- 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 November 1, 2018.

## 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 May 15. Please note that it is your responsibility to provide security for your booth and its contents on May 15, should you not complete moving out that evening. ISAKOS is not responsible for any loss, damage or theft for any items left on the Exhibit Floor.



# EXHIBIT INSTALLATION & DISMANTLING

## INSTALLATION OF EXHIBITS

Installation of exhibits will be based on a target plan that will be provided by InterMeeting to exhibitors in April, 2019. Throughout installation, all crates must be labeled for storage as soon as they are empty.

Booths must be setup by 17:00 Saturday, May 11, 2019. Exhibitors that require additional installation time must send their requests in writing to InterMeeting by April 1, 2019. Exhibitors will be required to cover all costs related to the additional time used for set-up outside of the established installation hours.

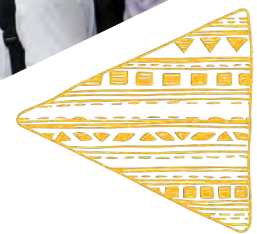
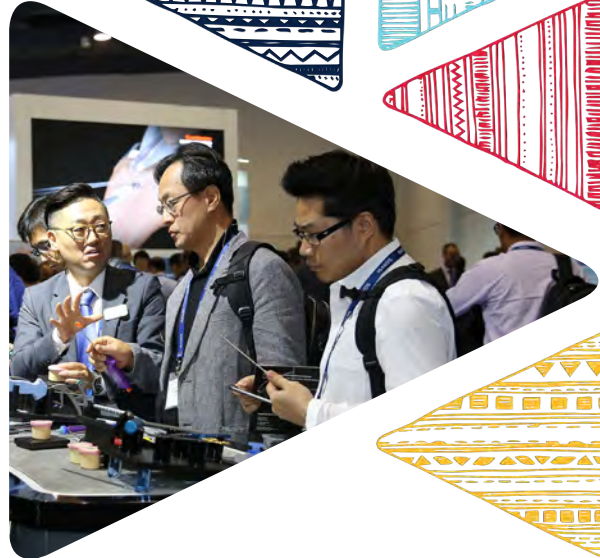
## DISMANTLE OF EXHIBITS

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:

<b>Wednesday, May 15</b>	<b>17:01 – 23:00</b>
<b>Thursday, May 16</b>	<b>07:00 – 12:00</b>

## EXHIBITOR DESIGNATED CONTRACTORS (EDC)

By January 15, 2019, exhibitors planning to use the services of an outside independent contractor for installing and/or dismantling of exhibits must notify InterMeeting 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 12<sup>TH</sup> Biennial ISAKOS Congress are invited to increase company visibility to surgeons from around the world through promotional opportunities offered at the Congress. Promotional, Advertising and Sponsorship opportunities are available only to confirmed exhibitors of the 12<sup>TH</sup> Biennial ISAKOS Congress.

SPONSORSHIP DESCRIPTION	SPONSORSHIP COST
<b>EDUCATIONAL SUPPORT</b>	
Pre-Course	Exclusive for US \$20,000
Pre-Course Surgical Skills Demonstration	US \$5,500 each demo
Lunchtime Session (Lecture or Demonstration)	US \$15,000 per session, per day
Surgical Demonstrations	US \$20,000
Presidential Guest Speaker	US \$16,500
Awards, Fellowships and Scholarships	US \$5,000–US \$20,000
<b>CONGRESS AMENITIES</b>	
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
<b>SIGNAGE</b>	
Escalator Clings	US \$3,000 per escalator, per floor
Elevator Clings	US \$3,000 per elevator, per floor
<b>CONGRESS EVENTS</b>	
Welcome Reception	Exclusive for US \$20,000
President's Dinner	Exclusive for US \$35,000
<b>TRANSLATION</b>	
Session Translation	Please contact the ISAKOS Office
ISAKOS Publication Translation	Please contact the ISAKOS Office

Sponsorship opportunities are available only to confirmed exhibiting companies.

SPONSORSHIP DESCRIPTION	SPONSORSHIP COST
<b>ADVERTISING</b>	
Final Program Outside Back Cover	US \$11,000
Final Program Inside Front Cover	US \$6,600
Final Program Inside Back Cover	US \$6,600
Final Program Full Page Ad	US \$4,500
HTML Broadcast Email	US \$2,000–US \$4,000
<b>ISAKOS Newsletter (Two Volumes)</b>	
Full Page Ad	US \$750
Inside Front or Inside Back Cover	US \$2,000
<b>Journal of ISAKOS (Cost per issue)</b>	
Quarter page (Black and White Only)	
1 time	US \$780
3 times	US \$765
6 times	US \$745
12 times	US \$720
Half page (Black and White Only)	
1 time	US \$1,210
3 times	US \$1,190
6 times	US \$1,165
12 times	US \$1,120
Full page (Black/White or Color)	
1 time (Black/White)	US \$1,730
1 time (Color)	US \$3,230
3 times (Black/White)	US \$1,700
3 times (Color)	US \$3,200
6 times (Black/White)	US \$1,660
6 times (Color)	US \$3,160
12 times (Black/White)	US \$1,600
12 times (color)	US \$3,100

Sponsorship opportunities are available only to confirmed exhibiting companies.

## PRE-COURSE SPONSORSHIP

**Exclusive Sponsorship Available for: US \$20,000 per Pre-Course**

### Morning Pre-Courses

- Updating and Upgrading the Knee Surgical Techniques (Presented in Spanish)
- Trends and Future of Instability and Rotator Cuff Repair
- Knee Arthroplasty

### Afternoon Pre-Courses

- Updating and Upgrading the Shoulder Surgical Techniques (Presented in Spanish)
- Sports Medicine Physician
- Masterclass in Knee Sports and Preservation Surgery: A Case Based Approach

Pre-Course sponsors will be acknowledged and given a full page advertisement in the Pre-Course syllabus; additionally, Pre-Course sponsors will be acknowledged on the ISAKOS website, and on Pre-Course signage.

## PRE-COURSE SURGICAL SKILLS DEMONSTRATIONS

**Sponsorship Available for: US \$5,500 for each demo**

Surgical Skills Pre-Course sponsors will receive acknowledgment in the Pre-Course Syllabus as well as a full page advertisement. Additionally, their support will be acknowledged on the course signage, and in any online enduring content resulting from the Pre-Course.

## LUNCHTIME SESSIONS (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.

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

## SURGICAL DEMONSTRATIONS

**Sponsorship Available for: US \$20,000**

ISAKOS offers a series of Live Surgical Demonstrations over the course of the Congress. These demonstrations will be recorded live in a studio located at the Cancun International Convention Center, and broadcasted to the appropriate session room. Live Surgical Demonstrations are 30–60 minutes in length. Live Surgical Demonstrations are presented at no additional charge to registrants and tickets are not required.

## AWARDS AND FELLOWSHIPS

**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

**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

**Albert Trillat Young Investigator's Award (US \$5,000)**—This award provides recognition for a young researcher who has done outstanding clinical laboratory research contributing to the understanding, care or prevention of injuries to the knee

**Paolo Aglietti Award (US \$5,000)**—The award provides recognition for outstanding research contributing to the understanding of Knee Arthroplasty

**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



# 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 Final Program, 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 5,000 registrants. Sponsor's logo placed on each bag and on signage at the bag distribution counter.

**Please Note:** Production Cost is not included in Sponsorship and is at an additional cost.

## PENS AND WRITING PADS

**Sponsorship Available for: US \$5,000**

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 INSERTS

**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 4,500 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!

**Please Note:** Production Cost is not included in Sponsorship and is at an additional cost.

## EVENTS

### WELCOME RECEPTION

**Exclusive Sponsorship Available for: US \$20,000**

This grand, festive affair is quickly becoming a highlight of the ISAKOS Congress, with more than 4,500 attendees expected. The welcome reception will be held on the evening of the first day of the Congress, Sunday, May 12<sup>TH</sup>. Live music, heavy hors d'oeuvres, wine and beer will be included.

## TRANSLATION

### Session Translation

**Please contact the ISAKOS Office for Sponsorship**

Be the exclusive sponsor to provide simultaneous translation, for meeting attendees, during the ISAKOS Congress. Sponsor will be able to select the Symposia, Debate or Instructional Course Lecture.

### PRESIDENT'S DINNER

**Exclusive Sponsorship Available for: US \$35,000**

Be the exclusive sponsor of this elegant and intimate evening with the ISAKOS President, the Board of Directors and their spouses. This select event is by invitation only to 200 ISAKOS Leaders.

### Publication Translation

**Please contact the ISAKOS Office for Sponsorship**

ISAKOS Publications are produced by the ISAKOS Clinical Committees and distributed to all ISAKOS Members. Completed Books and Booklets are also available for sale through the publisher, Springer. To date, 12 Books and Booklets have been completed, with 12 more in progress.

Be the exclusive sponsor to provide funding for translation on completed ISAKOS Publications.

## SIGNAGE

### Escalator Clings

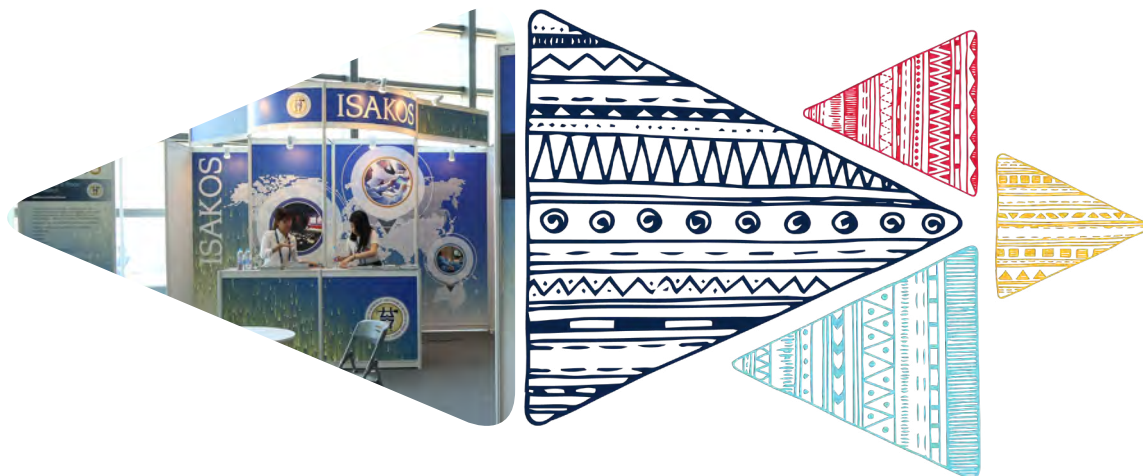
**Sponsorship Available for: US \$3,000 per escalator, per floor**

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

### Elevator Clings

**Sponsorship Available for: US \$3,000 per elevator, per floor**

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



# ADVERTISING

## FINAL PROGRAM ADVERTISING

**Available for: US \$4,500 – US \$11,000**

The Final Program is a complete description of all activities scheduled for the meeting. Included are listings of all faculty and presenters, session times and location, and technical exhibitors. The Final Program will be available on the ISAKOS Congress website and will be included in email announcements sent to more than 12,000 surgeons. Approximately 4,500 copies will be distributed to all registered attendees onsite at the ISAKOS Congress.

This high-quality printed piece contains a Program-at-a-Glance, summaries of all meeting schedules and a complete speaker index. It is the hand-held schedule that every meeting attendee, exhibitor and speaker references throughout the week.

**Total number of pieces printed and distributed: more than 5,000**

## FINAL PROGRAM ADVERTISING RATES

### Outside Back Cover

8 1/2" x 11" 4-Color US \$11,000

### Inside Front Cover or Inside Back Cover

8 1/2" x 11" 4-Color US \$6,600

### Full Page

8 1/2" x 11" Black & White US \$4,500

All advertisements will be placed by ISAKOS to best accommodate printing and design needs. All placements will be assigned on a first-come, first-served basis.

## HTML BROADCAST EMAIL

**Available for: US \$2,000 – US \$4,000**

### ISAKOS Database: US \$4,000

Send a customized HTML email to the ISAKOS database of more than 60,000 contacts.

### ISAKOS 2019 Registrants: US \$2,000

Send a customized HTML email to all ISAKOS Congress registrants.

## ISAKOS NEWSLETTER

The ISAKOS Newsletter is published twice a year and distributed to more than 3,000 ISAKOS Members.

**Inside Front Cover 4-Color** US \$2,000

**Inside Back Cover 4-Color** US \$2,000

**Full Page Ad 4-Color** US \$750

## JOURNAL OF ISAKOS

JISAKOS is published six times a year and has a global circulation of more than 2500 recipients. Price for advertisement is per JISAKOS Issue.

### Quarter page (Black and White Only)

1 time US \$780

3 times US \$765

6 times US \$745

12 times US \$720

### Half page (Black and White Only)

1 time US \$1,210

3 times US \$1,190

6 times US \$1,165

12 times US \$1,120

### Full page (Black/White or Color)

1 time (Black/White) US \$1,730

1 time (Color) US \$3,230

3 times (Black/White) US \$1,700

3 times (Color) US \$3,200

6 times (Black/White) US \$1,660

6 times (Color) US \$3,160

12 times (Black/White) US \$1,600

12 times (color) US \$3,100

## ISAKOS CONGRESS SPONSORSHIP LEVELS\*

### Platinum

US \$150,000 and up

### Gold

US \$50,000–US \$149,999

### Silver

US \$25,000–US \$49,999

## CANCELLATIONS

Cancellations of Sponsorships are subject to a 25% processing fee.



SPONSOR ACKNOWLEDGMENTS	PLATINUM	GOLD	SILVER
Sponsor name recognition in the 2019 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 and Congress website with company description	●		
Prominent listing on the Congress website		●	●
Recognition of sponsorship in final program with 150-word company description	●		
Recognition of sponsorship in final program		●	●
Recognition of Sponsorship shown on slides at intervals in general session room	●	●	
Complimentary tickets for four company representatives to attend the exclusive President's Dinner	●		
Complimentary tickets for two company representatives to attend the exclusive President's Dinner		●	●

\* Sponsorship levels are comprised of Surgical Demonstrations, Lunchtime Lectures and Workshops, Congress Awards, Amenities, and Social Events. Sponsorship levels do not include exhibit booth rental or representative registrations.

# TRAVEL

## GETTING TO AND AROUND CANCUN

Getting to Cancun, Mexico and the Cancun International Convention Center is easy.

There are various means of transport available.

### BY AIR

The Cancun International Airport handles the second largest volume of traffic in Mexico, but receives the highest score for its modern facilities, security and equipment.

The airport complies with all US FAA specifications.

The Cancun International Airport connects 40 international cities and all over Mexico. There are also other low-cost Mexico airlines like Volaris and Interjet that fly to Cancun.

For more information: [www.cancun-airport.net](http://www.cancun-airport.net)

### CUSTOMS PROCEDURES AT CANCUN AIRPORT

During the inbound flight, you will receive and need to fill out a Customs form. After passing through immigration, collect your bags and proceed to the exit. Hand the form to the Customs agent and press the button that looks like a traffic light.

A green light means "go" and red means "inspection", in which case, officials perform a quick inspection.

As a rule of thumb, you are allowed to bring into Mexico whatever you need for the time period of your stay. You are not allowed to bring food, fruits and/or products that are not "company" packed and sealed. Food or products needed for special dietary restrictions or for medical reasons are allowed.

The same rule applies to medicine. You are permitted to bring medicine for the duration of your stay in Mexico. If you bring an uncommon quantity of medicine, please bring a doctor's prescription as supporting proof of your personal need.

### IMMIGRATION PROCEDURE

At arrival to any airport in Mexico, the immigration authority will issue an individual form to each passenger. It is important to keep this form, as you will need to show it along with your passport at the hotel reception desk in order to avoid paying a 16% Value Added Tax in lodging services. This exemption is only for non-Mexican citizens attending the Congress.

**Cancun International Airport to venue: 40 mins by car**  
**The airport has its own taxi system.**

### BY BUS OR CAR

There is a 4-lane highway from Merida to Cancun and from the South, there is another highway that runs from the Riviera Maya to Cancun.

You can also get there by bus, which departs from Merida, Campeche, and the Riviera Maya, among many cities located in the Yucatan Peninsula.



## GROUND TRANSPORTATION

Cancun Buses are the least expensive way to get around Cancun. Buses have routes from the Hotel Zone to almost anywhere in the surrounding areas (Mexican coins only).

**R1 – R2 – R15 – R27** all travel within the Hotel Zone. **These routes will take you to the Congress venue.**

There is also the **Bus One** (a white bus), which is the only bus with air conditioning, traveling in the Hotel Zone.

**R2 – R15** go to Walmart and the Market 28 in Downtown Cancun.

**R1** takes you to Puerto Juarez where you can catch the ferry to Isla Mujeres.

**R27** takes you to Plaza Las Americas.

If you want to take a bus to another town or city, go to the bus station on Avenida Tulum to catch buses to Playa del Carmen, Tulum, Merida, Chetumal and just about anywhere you would like to go. The **ADO** bus service is very comfortable and reliable if you are planning a long trip.

## CANCUN TAXIS

You can take a taxi to almost anywhere in Cancun. The only restriction is that taxis are not allowed to collect from the airport. The airport has its own taxi system.

Taxi fares are set by how many zones you travel through. It is best to agree to the rate before you start your journey. You can find rates at the front desk of most hotels.

## PARKING

**During the Assembly/Dismantling period:** The access to the venue is authorized during the unload time. You will only be allowed to stay at the dock for the time needed to unload (2 hours max).

**During the Congress:** There are limited parking spots with toll at the Cancun International Convention Center.

**Please note, that most of the Official ISAKOS hotels are within walking distance.**

## 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 MEXICO

Upon arrival in Mexico, you will need to provide a current passport plus a visitor's permit which is now known as the FMM "Forma Migratoria Multiple". This form is provided free of charge by your travel agent, airline or at point-of-entry. Passport holders from countries on Mexico's "No Visa Required" list do not need to apply for visa to visit Mexico. If you're visiting Mexico from the US or Canada, this applies to you. The immigration officer at passport control may also ask you to prove the necessary economic means and a return ticket to your country. Immigration will check your documents and stamp and process the form, handing you back the right-hand portion, which you must keep and surrender when you leave Mexico. This is the form to be presented at the reception desk of your hotel (see Immigration Procedure). If you lose this form, you will have to go to the immigration desk at the airport and may have to pay a fine for another one. Thus, it is best to keep the form with your passport to avoid being misplaced.

### **Mexico Visa Policy permits citizens of the countries listed below to travel to Mexico without a visa (FMTTV):**

Andorra, Argentina, Australia, Austria, Belgium, Canada, Chile, Costa Rica, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hong Kong, Hungary, Ireland, Israel, Italy, Japan, Latvia, Liechtenstein, Lithuania, Luxemburg, Malta, Monaco, Netherlands, New Zealand, Norway, Poland, Portugal, San Marino, Singapore, Slovakia, Slovenia, South Korea, Spain, Sweden, Switzerland, United Kingdom, Uruguay, USA, Venezuela

### **Ministry of Foreign Affairs [www.sre.gob.mx](http://www.sre.gob.mx)**

The citizens of Russia, Ukraine and Turkey, do not have to apply for a visa for a travel period not exceeding 180 days, but can obtain an electronic authorization free of charge at the following website:

[www.inm.gob.mx/index.php/page/Solicitud\\_de\\_Autorizacion\\_Electronica/en.html](http://www.inm.gob.mx/index.php/page/Solicitud_de_Autorizacion_Electronica/en.html)



The immigration authority may request the foreign person to verify the reason for their trip, by means of any of the following documents:

- Hotel reservation, return tickets (itinerary), tour tickets (itinerary).
- A mandate letter in Spanish language of the parent company, subsidiary or foreign subsidiary that indicates that the foreign person is employed by it and that the payment of the services it will provide in the national territory will be paid by the same.
- Copy of the technology transfer contract, patents and trademarks, purchase and sale of machinery and equipment, technical training of personnel, or any other related to the production process of a company established in Mexico or linking to the foreign party with the Mexican party, or proof of appointment by the shareholders' meeting of companies legally established in Mexico.
- Letter from an organization or public or private institution inviting the foreign person to participate in any unpaid activity in the national territory, state the purpose of the visit and the estimated time of stay. In the event that the organization or institution pays the expenses of travel and permanence of the foreign person in the national territory, a responsive letter must be attached.
- Letter of invitation or acceptance from an institution belonging to the National Educational System to carry out courses, studies or research or training projects for a maximum period of one hundred and eighty days.

## STAYING IN CANCUN

### **HOTEL ACCOMMODATIONS**

ISAKOS will offer special Congress rates at a number of hotels in Mexico.

InterMeeting is appointed the official hotels provider.

Hotel reservation information will be available at a later date.

**This Congress has been registered to apply 0% VAT on lodging services (hotel). Valid only at official ISAKOS hotels.**

**IMPORTANT:** Please note that a copy of your passport and immigration form will be required by the hotel to apply 0% Value added tax (VAT).

# FAQS

## Important Dates & Important Contact Information

For quick reference, please see 6–7 and the back cover.

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

Visit **isakos.com** and click on the 12<sup>TH</sup> Biennial ISAKOS Congress icon or type the following address in to your web browser **isakos.com/2019Congress**

## 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 8 for additional information.

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

Yes! Please see page 21 – 22 for full details on all of the opportunities available.

## How much does it cost to Exhibit at the 2019 ISAKOS Congress?

Each booth is 3m wide x 3m deep and you may purchase multiple booths

Inline US \$5,800

Corner US \$6,200

Publisher US \$1,700

## When is the exhibit floor open for attendees?

Sunday, May 12	07:00–15:30
Welcome Reception	17:30–20:00
Monday, May 13	07:00–15:30
Tuesday, May 14	07:00–15:30
Wednesday, May 15	07:00–15:30
Thursday, May 16	CLOSED

## What are the program hours for the ISAKOS Congress?

Sunday, May 12	08:00–17:30
Welcome Reception	17:30–20:00
Monday, May 13	07:00–17:30
Tuesday, May 14	07:00–17:30
Wednesday, May 15	07:00–17:30
Thursday, May 16	07:00–13:00

## 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.

**PLEASE 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 11 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 Cancun?

The ISAKOS Office is not involved in securing visas for travel into Mexico. 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?

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

#### InterMeeting

Eje 10 sur río de la Magdalena 326 Int.201-202  
Col. La otra banda , CP.01090 CDMX  
Tel: + 52 55 56 63 04 02 / +52 55 56 61 79 09  
Fax: +52 55 56 63 00 35  
E-mail: vgalindo@intermeeting.com.mx

### 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 Kuehne + Nagel, Inc.

#### Kuehne + Nagel, Inc.

4100 North Commerce Drive  
East Point, GA 30344  
Contact: Mr. Jerry Nance  
Tel: +1 404 675 2783  
Email: jerry.nance@kuehne-nagel.com  
Website: www.kuehne-nagel.com

### 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 Kuehne + Nagel, Inc. Kuehne + Nagel, Inc.'s 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 Kuehne + Nagel, Inc. for customs clearance procedures.

### What are the exhibit installation and dismantle hours for the ISAKOS Congress?

#### Installation & Dismantling

Friday, May 10	08:00–20:00
Saturday, May 11	08:00–17:00
Thursday, May 16	09:30

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

For detailed information, please refer to page 10.



# EXHIBIT HALL FLOOR PLAN

## Cancun International Convention Center – Cancun ICC



Questions? Email the ISAKOS Office • [exhibits@isakos.com](mailto:exhibits@isakos.com)





# EXHIBIT CONTRACT

**DEADLINE: NOVEMBER 1, 2018**

12<sup>TH</sup> Biennial  
**ISAKOS**  
**CONGRESS** 2019  
Cancun, Mexico • May 12–16, 2019

## 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/2019/Exhibits](http://isakos.com/2019/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 NOVEMBER 1, 2018, TO GUARANTEE SPACE. A fee of 50% of the total booth fee will be charged to cancellations received in writing prior to December 31, 2018. Cancellations received after January 1, 2019, will not receive a refund.

1st Choice Booth No.(s)	Price	3rd Choice Booth No.(s)	Price
2nd 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 InterMeeting 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; Cancun International Convention Center, InterMeeting 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 Cancun International Convention Center, InterMeeting 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 NOVEMBER 1, 2018)

**MAIL THIS FORM AND PAYMENT TO:** ISAKOS, 2410 Camino Ramon, Suite 215, San Ramon, CA 94583 USA

**OR FAX THIS FORM TO:** Fax this form with credit card information to: +1 (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/2019congress](http://isakos.com/2019congress)  
for the most current Congress information.

# SPONSORSHIP APPLICATION

## 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	SPONSORSHIP DESCRIPTION	SPONSORSHIP COST
<b>Educational Support</b>		<b>Congress Amenities</b>	
<input type="checkbox"/> Pre-Course	Exclusive for US \$20,000	<input type="checkbox"/> Internet Kiosk	US \$12,500
<input type="checkbox"/> Pre-Course Surgical Skills Demonstration	US \$5,500 Each Demo	<input type="checkbox"/> Wireless Internet	US \$8,000
<input type="checkbox"/> Lunchtime Session	US \$15,000 each	<input type="checkbox"/> Morning Coffee and Afternoon Refreshments	US \$7,000 per day
<input type="checkbox"/> Surgical Demonstrations	Contact the ISAKOS Office*	<input type="checkbox"/> Coat Check	US \$1,000
<input type="checkbox"/> Presidential Guest Speaker	US \$16,500	<input type="checkbox"/> Attendee Bags	US \$30,000–\$40,000
<input type="checkbox"/> Awards and Fellowships	US \$5,000–\$20,000	<input type="checkbox"/> Pens and Writing Pads	US \$5,000–\$10,000
<input type="checkbox"/> Translation Options	Contact the ISAKOS Office*	<input type="checkbox"/> Bag Insert	US \$3,500
<b>Signage</b>		<input type="checkbox"/> Room Keys at Headquarter Hotel	US \$12,000
<input type="checkbox"/> Escalator Clings	US \$3,000 per escalator, per floor	<b>Congress Events</b>	
<input type="checkbox"/> Elevator Clings	US \$3,000 per elevator, per floor	<input type="checkbox"/> Welcome Reception	US Exclusive for US \$20,000
		<input type="checkbox"/> President's Dinner	US Exclusive for US \$35,000

ADVERTISING	ADVERTISING COST	ADVERTISING	ADVERTISING COST	ADVERTISING	ADVERTISING COST
<b>Final Program</b>		<b>Journal of ISAKOS</b>			
<input type="checkbox"/> Outside Back Cover	US \$11,000	Quarter page (Black and White Only)		Full page (Black / White or Color)	
<input type="checkbox"/> Inside Front Cover	US \$6,600	<input type="checkbox"/> 1 time	US \$780	<input type="checkbox"/> 1 time (Black / White)	US \$1,730
<input type="checkbox"/> Inside Back Cover	US \$6,600	<input type="checkbox"/> 3 times	US \$765	<input type="checkbox"/> 1 time (Color)	US \$3,230
<input type="checkbox"/> Full Page	US \$4,500	<input type="checkbox"/> 6 times	US \$745	<input type="checkbox"/> 3 times (Black / White)	US \$1,700
<input type="checkbox"/> HTML Broadcast Email Database	US \$4,000	<input type="checkbox"/> 12 times	US \$720	<input type="checkbox"/> 3 times (Color)	US \$3,200
<input type="checkbox"/> 2019 Congress Registrants	US \$2,000	Half page (Black and White Only)		<input type="checkbox"/> 6 times (Black / White)	US \$1,660
<b>ISAKOS Newsletter (Two Volumes)</b>		<input type="checkbox"/> 1 time	US \$1,210	<input type="checkbox"/> 6 times (Color)	US \$3,160
<input type="checkbox"/> Full Page	US \$750	<input type="checkbox"/> 3 times	US \$1,190	<input type="checkbox"/> 12 times (Black / White)	US \$1,600
<input type="checkbox"/> Inside Front or Inside Back Cover	US \$2,000	<input type="checkbox"/> 6 times	US \$1,165	<input type="checkbox"/> 12 times (Color)	US \$3,100
		<input type="checkbox"/> 12 times	US \$1,120		

## 4. METHOD OF PAYMENT (FULL PAYMENT DUE BY NOVEMBER 1, 2018)

MAIL THIS FORM AND PAYMENT TO: ISAKOS, 2410 Camino Ramon, Suite 215, San Ramon, CA 94583 USA

OR FAX THIS FORM TO: Fax this form with credit card information to: +1 (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/2019congress](http://isakos.com/2019congress)  
for the most current Congress information.



**International Society of Arthroscopy,  
Knee Surgery and Orthopaedic Sports Medicine**

2410 Camino Ramon, Suite 215  
San Ramon, CA 94583-4318 USA

Telephone: +1 925 807-1197

Fax: +1 925 807-1199

exhibits@isakos.com

isakos.com



12<sup>TH</sup> Biennial

# ISAKOS CONGRESS 2019

Cancun, Mexico • May 12-16, 2019

## IMPORTANT DEADLINES

**November 1, 2018**

Exhibit Service Manual Available Online

**November 1, 2018**

Exhibit Space Application Deadline

**November 30, 2018**

Last Day to Receive Full Refund for Exhibit Space Cancellations

**December 31, 2018**

Last Day to Receive 50% Refund of Fees Paid

**January 1, 2019**

No Refund of Exhibit Space Cost

**January 31, 2019**

Exhibitor Representative Early Registration Closes

**May 11, 2019**

Congress Pre-Courses

**May 12, 2019**

Congress Opens + Welcome Reception

**May 16, 2019**

Congress Closes

