

2019 ASCLS Region III Triennial Meeting
September 25-27, 2019
Pensacola, Florida

DEADLINES

Sponsorship/Logo Deadline: August 31, 2019

Exhibitor Deadline: September 13, 2019



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THANK YOU FOR YOUR INTEREST IN EXHIBITING AND SPONSORING AT THE ASCLS REGION III TRIENNIAL MEETING!



EXHIBITOR AND SPONSOR CONTACT:

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Jenny Ford | jford@uwf.edu | 850-776-3505 OR
Chris Hubner | chubner@brighthouse.com | 813-727-7897

Welcome!

Florida is pleased to be hosting: The American Society for Clinical Laboratory Science Region III Triennial Meeting. This is a joint meeting of eight southeastern states: Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Tennessee and Puerto Rico.

We extend an invitation to you, and your company to join us as an exhibitor and/or sponsor **September 25 – 27, 2019** at the **Usha Kundu College of Health at the University of West Florida in Pensacola, Florida**. This event is expected to draw in many attendees who are laboratory directors, educators, and others in supervisory positions as well as physician's and reference laboratories, from across our region.

This triennial conference is an effective avenue for exhibitors and sponsors to showcase their companies and promote the services they can provide to the 'decision makers' of several different healthcare organizations. If one of your target audiences is clinical laboratories within the southeast region of the United States, the 2019 ASCLS Region III Triennial Meeting should be on your calendar.

Due to limited space that is available the tables will be reserved on a first come first serve basis. The center can accommodate 30 vendors.

Thank you for taking the time to review the Sponsor and Exhibitor Prospectus and for your consideration of collaborating with ASCLS Region III. Please contact us if you would like additional information about available opportunities contained within this packet or to inquire about your participation in other facets at the 2019 triennial conference.

We look forward to seeing you in the City of Five Flags in September!

Exhibitor and Sponsor Chair

Chris Hubner

Why Exhibit at the 2019 ASCLS Region III Triennial Meeting?

We strive to be the largest southeastern scientific meeting dedicated exclusively to clinical laboratory science. This meeting will provide exhibitors with the ideal setting to meet face-to-face with decision-makers of laboratory medicine and to heighten awareness of your company's products and/or services with laboratory professionals that influence the buying processes within physician office laboratories, hospital laboratories, and reference laboratories. Build and develop relationships with key groups by exhibiting at the 2019 Region III Triennial Meeting.



Why Else Should You Exhibit? Because Your Competition Has Been Invited!

Abbott Diagnostics	Grifols Diagnostic Solutions	Ortho Clinical Diagnostics
Alere	Hettich	Owen Mumford
ARUP Laboratories	HTL-Strefa Inc.	Puritan
Association of Molecular Pathology	Hycor Biomedical Inc.	Path-Tec
Audit Microcontrols, Inc.	Immucor	Puritan
Beckman Coulter	ImmunoReagents, Inc.	Pointe Scientific
BD Medical Technology	Interstate Blood Bank, Inc.	Qiagen
bioMerieux Inc.	Kewaunee Scientific Corporation	QualTex Laboratories
Bio-Rad Laboratories	LabCorp	Roche
CellaVision AB	Laxco	SARSTEDT
Cepheid	Liposcience	Sartorius
College of American Pathologists	Luminex	Sebia
Copan Diagnostics, Inc.	McKesson Corporation	SiO2 Medical Products
Corgenix	MediaLabs Inc.	Siemens Healthcare Diagnostics
CLSI	MedicalLab Management	Sol-Millennium Medical Inc.
CSP Technologies	Magazine	Stago
Diagnostica Stago, Inc.	MedTox Diagnostics, Inc.	Systemex
Dino-Lite	Meridian Life Sciences, Inc.	Thermo Scientific
Eppendorf North America	Microscan	US Diagnostics
Focus Diagnostics, Inc.	Mini Grip	Wheaton
Genova Diagnostics	Neogen Corporation	Zeus Scientific
Gilson	Nikon Instruments Inc.	
Greiner Bio-One, Inc.	Nova Biomedical Corporation	
	OPTI Medical Systems	

CONFERENCE LOCATION

All conference sessions, meetings, breaks, and vendor exhibits will be held on the campus of The University of West Florida (UWF) conference center located at 11000 University Parkway, Pensacola, FL 32514 building 22. Parking for the conference will be in lot K located adjacent to the Conference Center. For a virtual tour and a list of the amenities that the Conference center offers please review the workshop room configuration found at <https://uwf.edu/enrollment-and-student-affairs/departments/conference-and-event-services/spaces/auditorium/>.

HOTEL/ACCOMMODATIONS

A block of rooms has been set aside for all conference attendees from Sept. 25th-27th at the Margaritaville Hotel located at 165 FORT PICKENS ROAD, PENSACOLA BEACH, FL 32561.

Conference attendees are encouraged to make their reservations early and secure the conference pricing by mentioning ASCLS Region III when making reservations. Conference attendees may make reservations by calling the hotel directly at 850-916-9755 or by accessing this link:

<https://www.margaritavillehotel.com/reservations>

Group Blocking Code# 274646

The confirmed group rate is \$189.00/night ASCLS REGION III TRIENNIAL MEETING (plus tax/fees). This price includes free parking & free high-speed internet access. Reservations by attendees must be received on or before August 25th, 2019. After that date, the hotel will release the unreserved rooms for general sale and determine whether it can accept reservations based on a space- and rate-available basis at the American Society of Clinical Laboratory Sciences ASCLS's group rate.

Conference Exhibitor and Sponsor Levels

Platinum \$4000***

- 1 available
- Booth space in premium locations (based on sponsorship level and first-paid assigned basis).
- 2 booths included (Your choice: one in welcome lobby and exhibit hall OR two in exhibit hall)
- Conference Program:
 - All attendees will be given a program; sponsor logo will be printed on the front page of the program.
 - Sponsor a Guest Speaker
- Lanyard
 - A highly visible item that all attendees will wear throughout the conference; sponsor logo will be imprinted on the lanyard
- Exclusive advertising and booth at the afterhours social at Landshark Landing
 - Signature Cocktail to be served at the event
 - Booth at event
 - Signage and flyers available at social

Gold \$2000***

- 2 available
- Booth space in premium locations (based on sponsorship level and first-paid assigned basis).
- 1 Booth
- Lunch: sponsor will be acknowledged in the program materials, and with signage at the event
- Advertisement in the Program

Silver \$1500***

- 2 available
- Booth space in premium locations (based on sponsorship level and first-paid assigned basis).
- 1 Booth
- Breakfast: sponsor will be acknowledged in the program materials, and with signage at the event
- Advertisement in the Program

Bronze \$1000***

- 2 available
- Booth space in premium locations (based on sponsorship level and first-paid assigned basis).
- 1 booth
- Vendor Reception: Hors d'oeuvres and dessert

Black \$800

- Exhibit only
- First come, first serve after sponsorships

Blue \$300 each – a la carte options

• Break sponsor (3 available)	• Travel Grant (professional or student)
• Sponsor a guest speaker	• Student Bowl Sponsor

Teal \$100 – Ad only

Each sponsorship level includes: one six foot table, one outlet hookup, two chairs, advertisement at the meeting, on ASCLS Florida website, and on our Facebook page, and up to two lunch tickets

EXHIBITOR GUIDELINES

Exhibit Dates & Hours

Wed, September 25th	1:00 pm to 7:00 pm
Thur, September 26	8:00 am to 5:00 pm
Fri, September 27	8:00 am to 1:00 pm

Exhibit Installation Dates & Hours

Tues, September 24th	11:30 am to 1:00 pm
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Exhibit Dismantle Dates & Hours

Fri, November 18	1:00 pm to 3:00 pm
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Please let us know if times are not sufficient for installation and dismantle.

The ASCLS triennial vendor committee will see that the proper type and limits of insurance are in force and avoid any conflict with facility regulations and requirements.

Registration

All exhibitor personnel must be registered for name badges. Registration cannot occur without full payment of exhibiting fees. Unlimited exhibitor badges are provided at no charge. An exhibitor badge allows admission to the exhibit hall only. Exhibitor personnel interested in attending educational sessions and ticketed sessions must register as a paid delegate.

Americans with Disabilities Act

Each exhibitor is responsible for compliance with the Americans with Disabilities Act (ADA) within its booth space.

Attire

Attire of all exhibit personnel should be consistent with the professional atmosphere of the Regional Meeting.

Audio/Visual Equipment

If closed sound systems cannot be arranged, open sound systems will be permitted. However, sound “leakage” must not interfere with other exhibitors. ASCLS Region III reserves the right to request the reduction in volume or cessation of use of any system that creates such interference. Audio/visual equipment order forms will be included in the exhibitor service manual.

Booth Assignment

Companies with Platinum, Gold, Silver, and Bronze packages will receive priority assignment. All other applications will be assigned booth space on a first-come, first-served basis.

Booth/Promotional Activity

Booth/promotional activities, such as demonstrations, live interviews, market research, etc., may not interfere with normal traffic flow nor infringe on neighboring exhibits. Booth/promotional activities will not be permitted outside of the exhibitor’s assigned booth space. Exhibitors should reserve a reasonable portion of their exhibit space for the crowds or lines that popular activities may attract. “Meet the expert” panels and product theaters are not allowed in the exhibit hall. Consult with vendor committee about scheduling a room for these activities.

Distribution of Advertising Material

EXHIBITOR AND SPONSOR CONTACT:

Canvassing or distribution of advertising material by an exhibitor or anyone representing a non-exhibiting firm is strictly prohibited outside of the exhibitor's booth space or in any part of the exhibit hall, meeting rooms, press rooms or public areas of the convention center or headquarters hotel.

Drawings/Prizes/Raffles, Etc.

Prize contests, awards, drawings, raffles or lotteries are permitted.

Electrical Regulations

All equipment must comply with federal, state and local electrical codes. All exhibitor equipment must be UL-approved. Exhibitors should contact the vendor committee with any special requirements.

Exhibit No-Shows

A company that reserves booth space and fails to inform ASCLS Region III in writing of its plans not to attend automatically forfeits 100% of the total cost of the exhibit space assigned. Exhibiting companies will be considered a no-show if the booth space is unoccupied by 8:00 am on Thursday, September 26th, 2019.

Facility Regulations

No tape, tacks, nails, pins, staples, etc. may be used on any surfaces (such as paint, wood or glass) that may be damaged. Edit signs must not be obstructed in any fashion.

No glitter is allowed. Only weighted helium filled balloons or weighted balloon trees and arches may be used for events within the building to prevent balloons from going into light fixtures and ceilings. All decorations and equipment used in events must be removed immediately after the event has ended.

FDA Regulations

Exhibitors must abide by all applicable Food and Drug Administration (FDA) regulations, including but not limited to any or all approval requirements. Exhibitors are reminded that the FDA generally prohibits the advertising or other promotion of investigational or unapproved drugs and devices. The FDA also forbids the commercial

promotion of approved drugs or devices for unapproved uses. Unapproved devices may be displayed only if they are the subject of an effective investigational device exemption (IDE) or if they are the subject of a pending 510(k) pre-market notification application. Any investigational product that is displayed or graphically depicted within the exhibit must (a) contain no claims of safety or effectiveness, (b) contain no comparative claims to other marketed products, and (c) be accompanied by a sign clearly and prominently stating that the device is limited by federal law to investigational use and is not approved by the FDA for commercial distribution in the United States.

Exhibitors may not sell, commercialize, or take orders or names with respect to an investigational drug or device, or a device that is the subject of a pending 510(k) application, unless limited to research or investigational use. These restrictions are not intended to limit the full exchange of scientific information regarding an investigational drug or device. If the FDA or a court of competent jurisdiction determines that a company's exhibit at an ASCLS Region III meeting is in violation of any FDA regulations, including but not limited to the promotional restrictions and rules described above, the company may be subject to sanctions, including but not limited to exclusion from exhibiting at subsequent ASCLS Region III meetings.

Concerns or questions regarding compliance with FDA regulations should be addressed to the FDA as follows: FDA Division of Drug Marketing Human Drug Information Division of Drug Information (CDER) Office of Communications W051-2201 10903 New Hampshire Avenue Silver Spring, MD 20993 Phone: (888) 463-6332 Email: druginfo@fda.hhs.gov

Fire & Safety Regulations

Exhibitors must comply with all federal, state and local fire and building codes that apply to the facility.

Food and Beverage

Exhibitors may not distribute food and beverage items from their booth space without prior ASCLS Region III approval.

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ASCLS Region III reserves the right to interpret and make final decisions regarding all rules and regulations.

Giveaways

Giveaways and product samples may be distributed from your exhibit booth.

Security

UWF Police provides 24-hour security to the entire UWF campus which includes the exhibit hall within UWF Hill Center. Neither the UWF Police, UWF, nor ASCLS is responsible for any loss or damage to exhibitor property.

Selling of Products and Services

Sales and order taking are permitted in the exhibit hall provided all transactions are conducted within the professional nature of the meeting. It is the responsibility of the exhibitor to have all licenses, permits, and/or registrations required by the venue, city, municipality and/or state. The exhibitor is responsible for compliance with all applicable tax laws.

Smoking

Smoking is prohibited on the UWF campus

Subletting Space

Subletting of exhibit space is prohibited. Sharing of exhibit space is not permitted unless it is within divisions of the same company and approved by ASCLS Region III.

VENDOR REGISTRATION FORM (PAGE 1 OF 2)

Company Information	
Company:	Country:
Address:	City/Town:
Prov/State:	Postal Code/Zip:
Phone:	Fax:
Website:	Spotlight Product:
Primary Contact	
Name:	Title:
Phone:	Email:
Vendor Staff Registration	
Name:	Name:
Name:	Name:
Name:	Name:
Vendor Levels	
Please make your selection by checking the box.	
<input type="checkbox"/>	Platinum (Exhibitor, Welcome, Social, & Lanyard) \$4000
<input type="checkbox"/>	Gold (Exhibitor and Lunch,) \$2000
<input type="checkbox"/>	Silver (Exhibitor, Breakfast, Ad) \$1500
<input type="checkbox"/>	Bronze (Exhibitor & Vendor Reception) \$1000
<input type="checkbox"/>	Black (Exhibitor Only) \$800
<input type="checkbox"/>	Blue (a la carte choices) \$300 each
	<input type="checkbox"/> Sponsor a speaker <input type="checkbox"/> Student Bowl Sponsor <input type="checkbox"/> Travel Grant Sponsor
	<input type="checkbox"/> Break sponsor
<input type="checkbox"/>	Teal (Ad Only) \$100
Exhibit Space Planning	
Name that should be listed on booth sign:	
<input type="checkbox"/> Electrical Outlet	<input type="checkbox"/> Tablecloth
<input type="checkbox"/> Catered food/Beverages	<input type="checkbox"/> Chairs How many: _____
Other items needed:	
Booth Location Requests	
DON'T assign us next to:	
DO assign us next to:	

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VENDOR REGISTRATION FORM (PAGE 2 OF 2)

Payment

Submit your registration as soon as possible for priority. Payment must be received in 5 business days.

DESCRIPTION	QTY	PRICE	TOTAL
Platinum, Gold, Silver, Bronze, or Black	N/A		
Blue (a la carte options)			
Teal (Ad)			
Additional Booth		\$700	
Social Tickets		\$40 per person	
Lunch Tickets		\$10 per person	
		BALANCE DUE	

Method of Payment

<input type="checkbox"/>	Company check payable to: ASCLS Region III Triennial (Tax ID# 64-6024302)																												
<input type="checkbox"/>	<table border="0"> <tr> <td>Credit Card Type (circle):</td> <td>VISA</td> <td>MASTERCARD</td> <td>AMEX</td> </tr> <tr> <td>Charge my card in the amount of:</td> <td>\$</td> <td></td> <td></td> </tr> <tr> <td>Card number:</td> <td colspan="3"></td> </tr> <tr> <td>Exp Date:</td> <td colspan="3">CVV/CVC/CID:</td> </tr> <tr> <td>Cardholder Name:</td> <td colspan="3"></td> </tr> <tr> <td>Billing Address: (if different from above)</td> <td colspan="3"></td> </tr> <tr> <td>Authorized Signature:</td> <td colspan="3"></td> </tr> </table>	Credit Card Type (circle):	VISA	MASTERCARD	AMEX	Charge my card in the amount of:	\$			Card number:				Exp Date:	CVV/CVC/CID:			Cardholder Name:				Billing Address: (if different from above)				Authorized Signature:			
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Billing Address: (if different from above)																													
Authorized Signature:																													

Contract Agreement

It is understood that this application will become a binding contract for space and services at the 2019 ASCLS Region III Triennial Meeting, scheduled September 25-27, 2019, at the University of West Florida, Pensacola, FL upon acceptance of the application by ASCLS Region III. The Exhibitor/Sponsor agrees to the terms, conditions, rules, and regulations contained herein, as well as within the Exhibitor Prospectus. The application will be returned if not properly signed.

Name:	Title:
Signature:	Date:

Forms may also be submitted by email, fax, or mail.

Please submit form to: ASCLS Region III Triennial; Attn: Krystal Bullard, 63 N Auburndale Street, Apartment 1, Memphis, TN 38104 | Email: krystal.bullard@stjude.org

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