

# GEORGIA NEUROSURGICAL SOCIETY ANNUAL SPRING MEETING



**MAY 25-27, 2012**  
THE RITZ CARLTON, AMELIA ISLAND, FL



## *Annual Spring Meeting*

The GNS meeting will take place on Friday, May 25 - Sunday, May 27, 2012 at the Ritz-Carlton in Amelia Island (4750 Amelia Island Parkway, Amelia Island, FL, 32034). For more information regarding the resort, please call (904) 277-1100.

## *Amelia Island, FL*

Located in the northeastern tip of Florida, Amelia Island offers an unspoiled setting for relaxing and rewarding getaways. Thirteen miles long and two miles wide, the northern and southern tips of the island are park preserves, which make up nearly 10 percent of the entire island. Surrounded by the Atlantic Ocean, Intra-coastal waterway, strong-currented Nassau Sound and one of the East's largest and deepest inlets - Cumberland Sound - Amelia Island is edged with natural Appalachian quartz beaches and framed by sand dunes as high as 40 feet.

Recently named among the Top 10 North American islands by Conde Nast Traveler's Reader's Choice Awards, Amelia Island is treasured for its long stretches of quiet beaches, natural beauty, unique history, and charming seaport character. The island is home to an irresistible mix of spa, golf, and dining, shopping and leisure activities, but for those who want pure rest, relaxation and quality time with loved ones, there is no better place than Amelia Island.

## *Resort Accommodations*

Group room rates are available. Please mention 'Georgia Neurosurgical Society' when booking your room. To book your hotel reservation at The Ritz-Carlton Amelia Island, please call (800) 241-3333.

- Group room rates:
  - Coastal View Rooms - \$299.00/night
  - Ocean View Suites - \$429.00/night

The Ritz-Carlton, Amelia Island hotel is a resort that features:

- Four restaurants and lounges
- More than 35,000 square feet of function space, and several oceanside outdoor venues
- The Ritz-Carlton Spa
- Fitness center
- On-site tennis facilities
- 18 holes of PGA championship golf available at the front door of our Amelia Island hotel
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**Reservations must be made by Friday, April 20, 2012 in order to be guaranteed.**

# Exhibitor Information

## AGENDA

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### Friday, May 25\*

4:00 PM - 6:00 PM  
6:30 PM - 8:30 PM

Exhibitor Registration & Set-Up  
Friday Night BBQ  
*(Reception is open to exhibitors, meeting attendees, and families. # of Tickets based on Sponsor Level)*

### Saturday, May 26\*

6:30 AM - 7:30 AM  
7:00 AM - 1:00 PM  
7:30 AM - 8:30 AM  
8:00 AM - 1:00 PM  
6:30 PM - 8:00 PM

Exhibitor Registration & Set-Up  
Exhibitor Viewing  
Continental Breakfast  
General Session  
Cocktail Reception & Exhibitor Viewing

### Sunday, May 27\*

7:00 AM - 12 NOON  
7:30 AM - 8:30 AM  
8:00 AM - 1:00 PM  
1:00 PM

Exhibitor Viewing  
Continental Breakfast  
General Session  
Exhibitor Break-down

*\*Times and dates are subject to change without notice.*

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## SET-UP & BREAK-DOWN

The Exhibit Hall will be open for set-up from 4:00 PM until 6:00 PM on Friday, May 25, 2012. If you are unable to set up between these hours, you must set-up on Saturday morning, May 26, 2012 beginning at 6:30 AM and be ready to exhibit promptly at 7:00 AM. Only one table per exhibitor is allowed unless additional tables are purchased.

You may break down your exhibit at anytime; however, all exhibits must be fully broken down by 2:00 PM, Sunday, May 27, 2012. Due to strict rules and regulations all exhibit areas must be clean and free of debris before departing. If you wish, you may neatly leave additional materials for attendees to take on their own.

## SHIPPING

The following information should be included on all packages to ensure proper delivery:

1. Georgia Neurosurgical Society Annual Spring Meeting
2. Client's Name
3. May 25, 2012
4. The Ritz Carlton, Amelia Island  
Attention: Meetings and Special Events Manager  
4750 Amelia Island Parkway  
Amelia Island, FL 32034

## LOAD-IN

Please ship all deliveries to arrive no earlier than 3 days prior to the event. All deliveries must be cleared and scheduled with the Event Services Department. The Ritz Carlton takes no responsibility for delivered items and cannot inventory items when they arrive. Equipment must be loaded and unloaded at the loading dock or pre-loading dock in accordance with the Resort's rules and local ordinances. Exhibitors are responsible for covering the costs of their shipping fees.

## LOAD-OUT

If items need to be shipped out after the meeting, representatives may leave their deliveries in the exhibitor room; however, all shipping materials must be labeled. Representatives should have all the necessary forms needed to ship out packages as they will not be provided.

# Patron Levels

## Platinum Level

\$2,800

- One month online banner on the GNS website  
(Includes your company's logo, clickable link to your company's website and a short 75-words or less "About Us")
- A/V Support - Your company name and logo will be displayed in the conference room on the overhead until the scientific meeting begins. (Logo to be removed at meeting start time in accordance with CME regulations)
- 50-words or less company description in activity program
- Company logo on the website noted as a Platinum Patron with live link to company's website.
- Company logo on patron signage throughout the activity
- Company logo in activity program noted as a Platinum Patron
- One full-page color advertisement in activity program (Only 4 available)
- Complimentary registration for (5) company representatives
- Complimentary tickets for (4) representatives for the Friday Night Barbecue
- One minute company introduction at beginning of activity
- Exclusive top-placement in exhibit hall
- Patron level ribbons on name badges
- One 6' exhibit table

## Gold Level

\$2,100

- One month online banner on the GNS website  
(Includes your company's logo, clickable link to your company's website and a short 75-words or less "About Us")
- Company logo on the website noted as a Gold Patron with live link to company's website
- Company logo on patron signage throughout the activity
- Company logo in activity program noted as a Gold Patron
- One half-page black & white advertisement in activity program (Only 4 available)
- 50-words or less company description in activity program
- Complimentary registration for (4) company representatives
- Complimentary tickets for (3) representatives for the Friday Night Barbecue
- Priority placement in exhibit hall
- Patron level ribbons on name badges
- One 6' exhibit table

## Silver Level

\$1,700

- Company name on GNS website noted as a Silver Patron
- Company name on patron signage throughout the activity
- Company name in activity program noted as a Silver Patron
- 50-words or less company description in activity program
- Complimentary registration for (3) company representatives
- Complimentary tickets for (2) representatives for the Friday Night Barbecue
- Assigned placement in exhibit hall
- Patron level ribbons on name badges
- One 6' exhibit table

## Bronze Level

\$1,000

- Company name on GNS website noted as a Bronze Patron
- Company name on patron signage throughout the activity
- Company name in activity program noted as a Bronze Patron
- Complimentary registration for (2) company representatives\*
- Complimentary tickets for (1) representative for the Friday Night Barbecue
- Assigned placement in exhibit hall
- Patron level ribbons on name badges
- One 6' exhibit table

\*Additional company representatives may not be purchased at this patron level

# Exhibitor Support

## FOOD & BEVERAGE STATIONS

Your exhibit booth will be strategically placed next to your selected food or beverage station. This is a great opportunity to ensure that your sales representatives will be able to interact and establish relationships with physicians and speed up the buying process.

Food & Beverage Station Perks:

- Ability to provide cocktail napkins with your company logo on them
- Ability to provide coffee mugs with your company logo on them (Available to Coffee/Tea Hosts only)
- Company signage will be provided at a station

FOOD & BEVERAGE	
Coffee/Tea*	\$1,000
Soft Drinks/Water	\$600
Snack Breaks	\$400

\*Only two available

## COCKTAIL RECEPTION

Sponsor the Georgia Neurosurgical Society's social functions: The Friday Night Family BBQ and the Saturday Night Cocktail Reception. Support in increments of \$500. Signs will be displayed at the events.

COCKTAIL RECEPTION	
Friday Night BBQ	min of \$500
Cocktail Reception	min of \$500

## AUDIO/VISUAL & TECHNICAL SUPPORT

When you support audio & visual, company signage (printed or electronic) will be on display for all attendees to see noting your support.

AUDIO/VISUAL	
A/V & Technical Support*	\$1,500

\*Included in Platinum Patron Level

## ONLINE MARKETING

Online Banner\*  
(7.5" x 1") Your advertisement will be featured on our website. Includes a clickable link to your website.

\*Limited availability. Included in Platinum and Gold Levels.

Company Spotlight  
Features your logo, clickable link to your website, headshot of your local sales representative, contact information, and a short 50-words or less "About Us".

Company Logo & Clickable Link	
Home Page Banner (7.5" x 1")	\$400/mo.
Single Page Banner (7.5" x 1")	\$300/mo.
Company Spotlight	
Home Page (3.5" x 4.5")	\$500/mo.
Single Page (3.5" x 4.5")	\$350/mo.

## PRINT MARKETING

Conference Program Advertisement  
Your advertisement will be featured in our meeting program and is handed out to all meeting attendees.

Conference Programs	
Full Page* (5.5" x 8.5")	\$200/ea.
Half-Page* (4.25" x 5.5")	\$125/ea.
Quarter-Page* (4.25" x 2.75")	\$75 /ea.
*Additional \$125 for color (Limited availability)	

## USB DRIVES

Have your company's logo on a USB drive that is distributed out to all attendees. The USB drives will contain all speaker lectures from the meeting.

USB DRIVES	
Logo on USB drive*	\$1,000

\*Only one available

# Exhibitor Registration Form

## Georgia Neurosurgical Society's Annual Spring Meeting

May 25-27, 2012 - The Ritz Carlton, Amelia Island

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### CONTACT INFORMATION

Company Name

Office Contact

Address

City, State, Zip

Phone (Required)

Email Address (Required)

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### EXHIBITOR ATTENDEES & ACTIVITIES

Main Attendee/Name Badge 1

Phone

E-mail Address

Additional Name Badges (# of reps is included in Patron level. Any rep above what is noted in your patron level is an additional \$200/rep.)

### ACTIVITIES

We will attend the Friday Night Barbecue  
 \_\_\_\_\_ Number Attending (Tickets Indicated in Sponsor Level)  
 \*Additional Tickets must be purchased

We will attend the Saturday Night Cocktail Reception  
 \_\_\_\_\_ Number Attending (All exhibitors are invited to the cocktail reception. It will be held in the Exhibit Hall)

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### PATRON LEVELS

On or Before May, 10, 2012

After May 10, 2012

- Platinum - \$2,800
- Gold - \$2,100
- Silver - \$1,700
- Bronze\* - \$1,000

- Platinum - \$2,900
- Gold - \$2,200
- Silver - \$1,800
- Bronze\* - \$1,100

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### ADDITIONAL FEES

- Additional Representatives - \$200 each\*  
\*Additional company representatives may not be purchased at the Bronze patron level
- Additional Table(s) - \$500 each
- Additional Adult Barbecue Tickets - \$75 each
- Additional Children Barbecue Tickets (Ages 6-17) - \$35 each

Quantity

Total

\$ \_\_\_\_\_  
 \$ \_\_\_\_\_  
 \$ \_\_\_\_\_  
 \$ \_\_\_\_\_

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### EXHIBITOR SUPPORT ADD-ONS

- Coffee/Tea - \$1,000
- Soft Drinks/Water - \$600
- Snack Breaks - \$400
- A/V Support - \$1,500
- USB Drives - \$1,500

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### SOCIAL EVENTS SPONSOR

- Friday Night BBQ Sponsor - Support in increments of \$500
- Cocktail Reception Sponsor - Support in increments of \$500

\$ \_\_\_\_\_  
 \$ \_\_\_\_\_

**Total Amt**

**\$ \_\_\_\_\_**



# Contract

## EXHIBITOR CONTRACT TERMS

1. If purchased, each company will have one (1) table for the Annual Georgia Neurosurgical Society Annual Spring Meeting.
2. Exhibitors are required to have a representative at their table at all times during exhibit hours.
3. The number of sales representatives allowed to exhibit at the meeting is based upon the number assigned in patron level. Each additional representative is \$200.
4. Exhibitor set-up begins on Friday, May 25, 2012 at 4:00 PM. You may break down your exhibit at anytime; however, all exhibits must be fully broken down by 2:00 PM, Sunday, May 27, 2012.
5. All sound equipment must be regulated so that it does not disturb neighboring exhibits. Georgia Neurosurgical Society (GNS) reserves the right to determine at what point sound constitutes interference with others and must be discontinued.
6. Due to regulations by the music industry regarding music at public meetings, conventions and shows, exhibitors may not play music during the trade show, either live or recorded.
7. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allotted to them.
8. GNS authorizes exhibitors to make retail sales of tangible personal property or service subject to sales tax. The exhibitor shall be solely responsible for any local, state or federal tax liability resulting from this contract or other tax implication arising from activities while exhibiting at the meeting.
9. Booths must be kept clean. The floor and display areas of the booth must be clear of debris. Exhibitors will be liable for any extra clean-up costs incurred due to displays, food machines and other means.
10. Use of electrical current is confined to lighting or the operation of such equipment that is harmless, noiseless and does not release undesirable odors.
11. Objectionable practices by exhibitors or official suppliers should be reported immediately to GNS management and not after the show is completed.
12. No children under 16 years of age will be allowed in the exhibit area at any time, unless accompanied by an adult.
13. It is agreed that GNS and the host facility shall not be liable for any damage to, or destruction of, any exhibit from any cause or for the theft or disappearance of any exhibit or any property contained in or about the exhibit booth area.
14. The exhibitor agrees to indemnify and hold harmless GNS and the host facility or their employees or their representatives against any and all liabilities for damage, injury or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees or their representatives.
15. GNS will only refund exhibitors who are pre-registered the cost of booth space and will not be held responsible or liable for charges or damages for any failure of performance due to acts of nature, labor disputes, and shortage of materials, governmental authority, or other circumstances beyond reasonable control of either party.
16. Neither GNS nor The Ritz Carlton Amelia Island maintains insurance covering property brought onto or stored on the resort's premises by exhibitors and it is the responsibility of the exhibitor to obtain or maintain such coverage at their own expense.
17. Exhibitors will not offer educational/training programs within the show facility simultaneous to the GNS and related programs.
18. This agreement includes a one-time list of pre-meeting and post-meeting attendees.

## BOOTH CONSTRUCTION

19. All electrical work and electrical wiring must be approved and installed in accordance with regulations established by the officials of the Fire Marshal's Office.
20. No construction will be allowed at the sides or above the booth that may obscure the view of any adjacent booths.
21. All materials used for decorating must be flameproof.
22. Construction and signs that are above 8 feet in height must be approved by the GNS.
23. All applicable cities, county and state codes and ordinances must be complied with as well as those of the host facility.
24. Nothing shall be posted on, tacked, nailed or otherwise affixed to columns, walls, floors or other parts of the buildings, furniture or equipment.
25. In order to meet the set-up deadline, the GNS management reserves the right to order labor to set-up any exhibit that is not in the process of being erected by 7:00 AM Saturday, May 26, 2012. The cost for this labor will be paid by the exhibitor. All exhibits must be fully broken down by 2:00 PM, Sunday, May 27, 2012.
26. The interpretation of all rules and regulations is the responsibility of the GNS Executive Committees or their designated representative. All decisions of said group or representatives are final.

## REFUND POLICY

Cancellations for all registered exhibitors 30+ days prior to May 25, 2012 are eligible for 50% refund. Cancellation 29 days or less before May 25, 2012 are not eligible for a refund.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

By signing this document, I agree and adhere to all policies and regulations. I guarantee payment in full due to the amount indicated on the exhibitor registration form before or on the date of the meeting or I understand that my company will not be able to exhibit. If for any reason, the 2012 GNS Annual Meeting must be cancelled, management is not liable for any costs other than entry space fees that are already pre-paid. If the date or location must be changed for any reasons beyond management's control, it is agreed that the booth fee is non-refundable as a date or location change will be provided. Should my company decide to cancel this agreement and not exhibit at the event, a 50% refund will be issued if cancelled 30+ days prior to May 25, 2012. Cancellations 29 days or less before May 25, 2012 are not eligible for a refund. Must allow 6-8 weeks for refund processing.



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[www.GAneurosurgical.org](http://www.GAneurosurgical.org)