

EXHIBITOR PROSPECTUS



CNS

2023 ANNUAL MEETING

IMAGINE
INNOVATE
INSPIRE

WASHINGTON, D.C. • SEPTEMBER 9-13, 2023



Dear Industry Partner,

On behalf of the Congress of Neurological Surgeons, I would like to extend an invitation for you to exhibit at the 2023 CNS Annual Meeting, taking place September 9-13, 2023 at the Walter E. Washington Convention Center in Washington, D.C.

The CNS enhances health and improves lives through innovative neurosurgical education, advancement of clinical practice and scientific exchange. The 2023 CNS Annual Meeting theme is “Imagine, Innovate, Inspire”. We are looking forward to connecting with colleagues, members, and friends, making new connections, and discovering what connects us! With highlights including cutting-edge studies and technology, 100+ educational opportunities, substantial CME, and engaging speakers who are experts at evaluating scientific content, it is our goal to inspire and inform.



As a CNS Annual Meeting exhibitor, we are looking to improve our connection with you and provide you with valuable opportunities to network with key decision makers from institutions and practices across the US looking for information about your technology, products, and services. As numerous residents also attend this meeting, you have the chance to build relationships with those who will decide trends and technological advances in the future.

While you renew relationships with existing contacts and meet new ones, we will present you with many occasions to interact and connect with CNS Annual Meeting medical attendees, from multiple daily Beverage Breaks to the Opening Reception. To further enhance your ability to get in front of attendees, the CNS offers a wide array of industry sponsor opportunities that increase brand awareness and position your company as a supporter of neurosurgical education.

Exhibit at the 2023 CNS Annual Meeting and take advantage of this well-respected and highly engaging meeting as an opportunity to educate thousands of neurosurgeons and allied health professionals about your most significant products and services. Reserve your booth today and do not forget to take advantage of our Support Opportunities that involve sponsorship and promotional activity and allow you to extend your presence outside the Exhibit Hall. Please join us and help continue the success of this meeting. We look forward to seeing you in Washington, D.C.!

Sincerely,



Khoi D. Than, MD
Development Committee Co-Chair
Congress of Neurological Surgeons



Ashok R. Asthagiri, MD
Development Committee Co-Chair
Congress of Neurological Surgeons



Laura A. Snyder, MD
Development Committee Vice Chair
Congress of Neurological Surgeons

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Important Dates

Friday, March 31

- Early Bird discount deadline and last day to cancel for a 50% refund

Monday, May 8

- Exhibitor Registration & Housing opens

Monday, June 12

- Service Kit Available

Thursday, June 16

- Payment due in full
- Last day to cancel for a 25% refund

Friday, June 17

- CNS Retains 100% of Booth Fee if cancellation occurs.

Tuesday, August 9

- Registration & Housing Advance Deadline

Friday, September 8

- Exhibit Move-In for 1,600+ square-foot booths

Saturday, September 9

- Exhibit installation for all booths

Monday, September 11

- Exhibit Hall Opens

Wednesday, September 13

- Exhibit Move-Out (*once the Exhibit Hall hours conclude*)

CNS Mission

The CNS enhances health and improves lives through innovative neurosurgical education, advancement of clinical practice & scientific exchange.

CNS Vision

Empower the neurosurgical community to restore, sustain, and improve patient health.

Our Work

Our mission drives us to cultivate great neurosurgeons. We advance the practice of neurosurgery globally by inspiring and facilitating scientific discovery and its translation to clinical practice through six basic activities:

Live Courses

Specialized courses designed to enhance knowledge through interaction with leaders in the field. (Hands-on and/or didactic)

Virtual Courses

Virtual educational courses for CME provided throughout the year. (Available live and archived)

Publications

Neurosurgery, Operative Neurosurgery, Congress Quarterly, Clinical Neurosurgery, and Congress Quarterly.

Guidelines

In-house infrastructure that leads, promotes, and supports the creation and methodological processes to produce evidence-based guidelines.

Advocacy

Advocate for our members and keep them informed about legislative affairs affecting their practices.

Annual Meeting

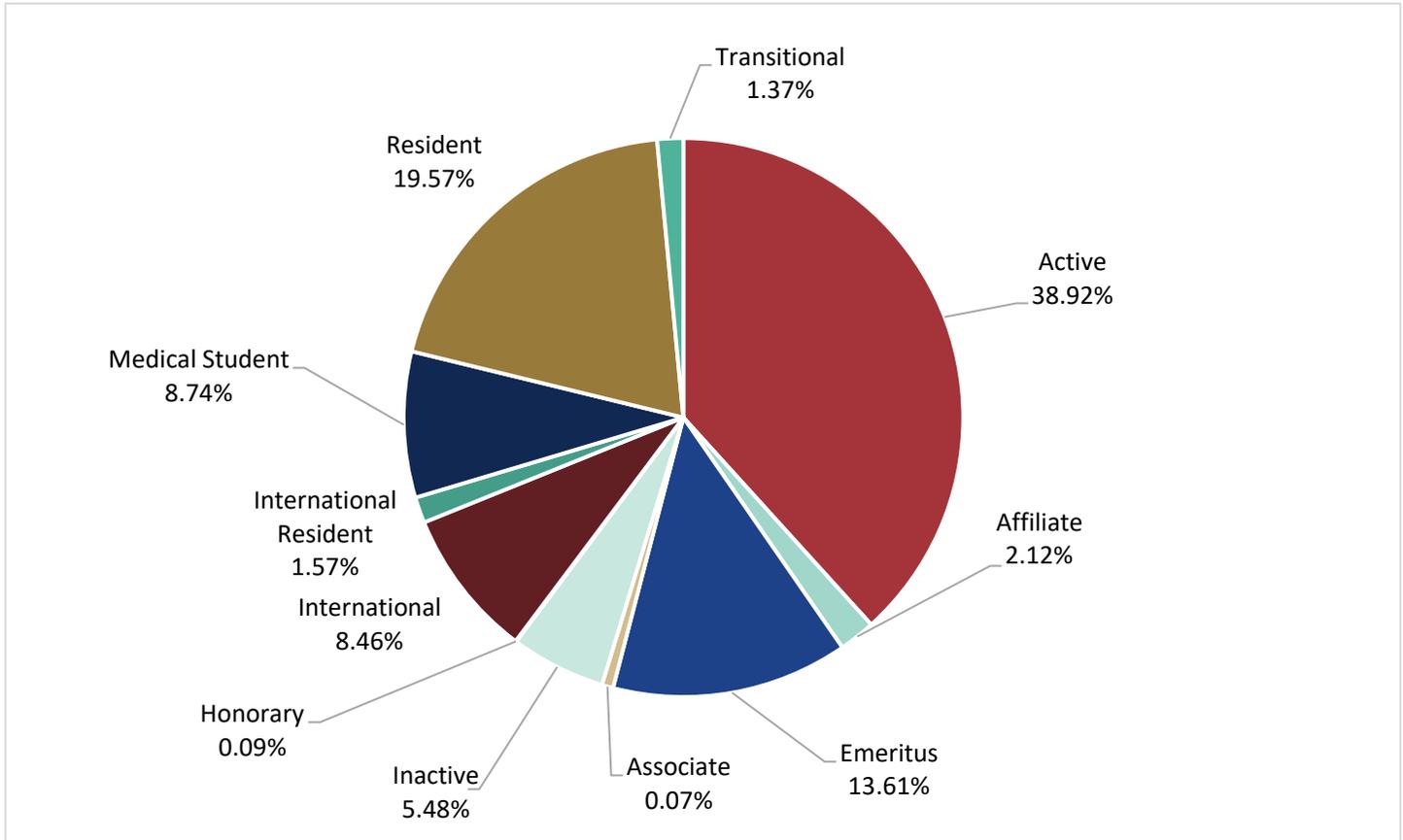
Opportunity for all members to gather, further their education, earn CME, and network with peers and industry alike.



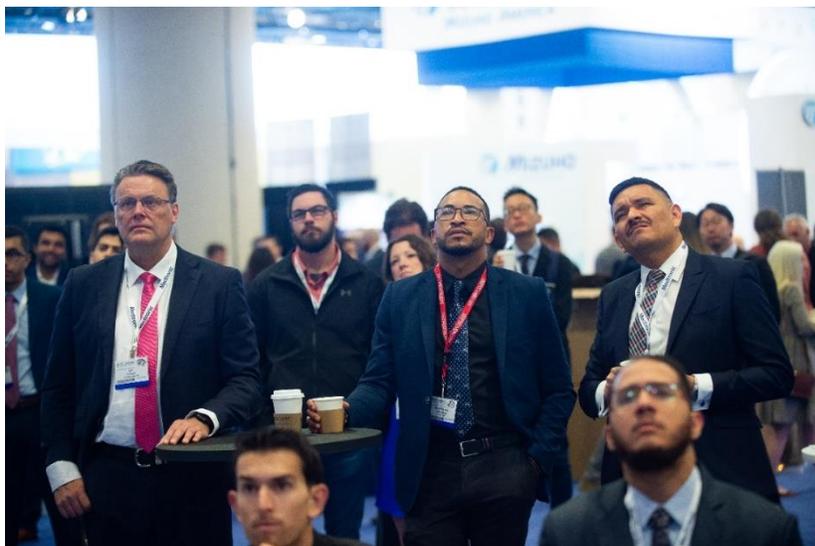
Member Data

**Stats below are from November 2022.*

CNS Membership by Member Type

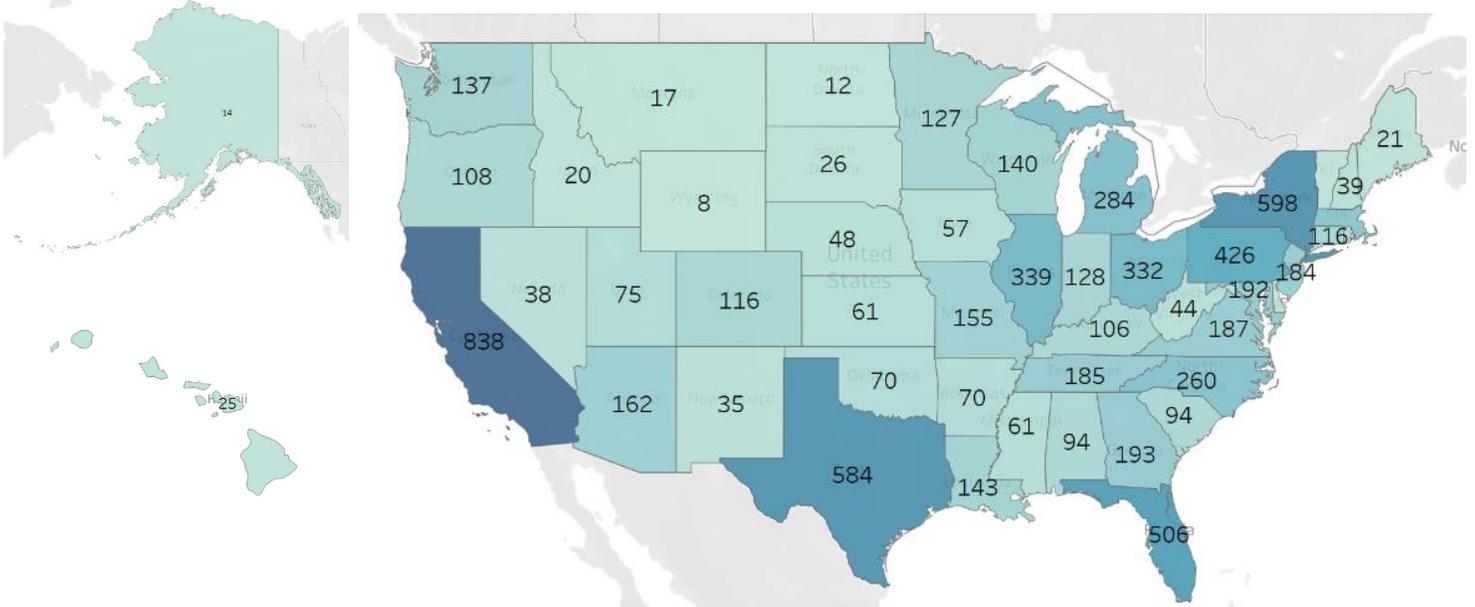


CNS Membership Total: 10,585



Membership Distribution

Map showing distribution of the CNS Membership in the United States.



We also have International Members in the following countries:

- | | | | |
|--------------------|-------------|---------------------------|----------------------|
| Afghanistan | Ecuador | Kenya | Serbia |
| Argentina | Egypt | Lebanon | Singapore |
| Armenia | El Salvador | Libya | Slovak Republic |
| Aruba | England | Macedonia | South Africa |
| Australia | Finland | Malaysia | South Korea |
| Austria | France | Mexico | Spain |
| Bahamas | Georgia | Morocco | Sri Lanka |
| Bangladesh | Germany | Nepal | Sudan |
| Barbados | Ghana | Netherlands | Suriname |
| Belgium | Greece | New Zealand | Sweden |
| Bolivia | Grenada | Nigeria | Switzerland |
| Bosnia-Herzegovina | Guatemala | Norway | Taiwan (ROC) |
| Brazil | Guyana | Oman | Thailand |
| Bulgaria | Honduras | Pakistan | Trinidad Tobago |
| Canada | Hong Kong | Panama | Turkey |
| Cayman Islands | Hungary | Peoples Republic of China | Ukraine |
| Chile | India | Peru | United Arab Emirates |
| Colombia | Indonesia | Philippines | United Kingdom |
| Congo | Iran | Poland | Uruguay |
| Costa Rica | Iraq | Portugal | Venezuela |
| Croatia | Ireland | Puerto Rico | Vietnam |
| Cuba | Israel | Qatar | West Bank and Gaza |
| Cyprus | Italy | Romania | Yemen |
| Czech Republic | Jamaica | Russia | Yugoslavia |
| Denmark | Japan | Saudi Arabia | Zimbabwe |
| Dominican Republic | Jordan | Scotland | |

Meet the 2023 CNS Executive Committee

Our officers and executive committee are dedicated to helping the CNS achieve our mission and vision.



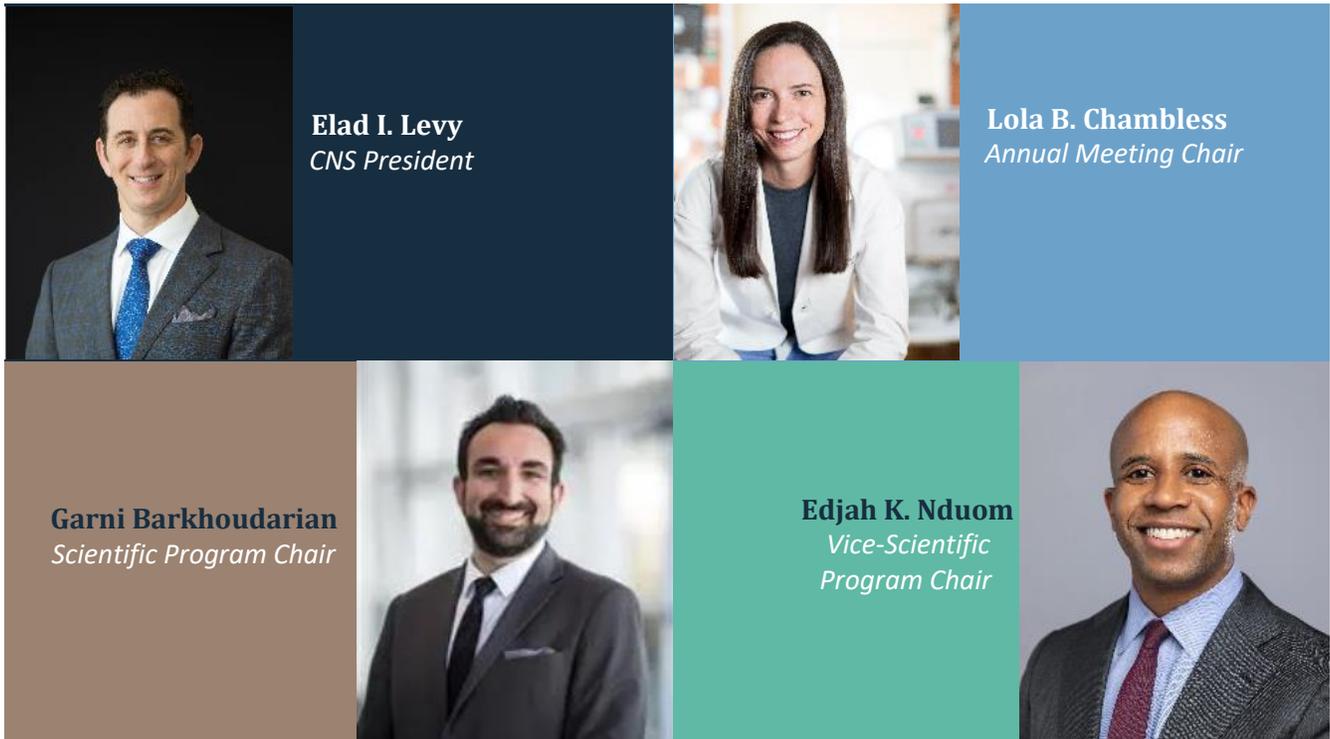
President Elad I. Levy	President-Elect Alexander A. Khalessi	Vice-President Jennifer A. Sweet
Secretary Martina Stippler	Treasurer Daniel J. Hoh	Past President Nicholas C. Bambakidis
Member-at-Large Laura A. Snyder	Member-at-Large Khoi D. Than	Member-at-Large Anand Veeravagu
Member-at-Large Theresa Williamson	Member-at-Large Edjah K. Nduom	Member-at-Large Sharona Ben-Haim
Ex-Officio Ellen L. Air	Ex-Officio Ashok R. Asthagiri	Ex-Officio Garni Barkhoudarian
Ex-Officio J. Nicole Bentley	Ex-Officio Mohamed Bydon	Ex-Officio Lola B. Chambless
Ex-Officio Jason Ellis	Ex-Officio Tiffany Hodges	Ex-Officio Jeffery P. Mullin
Ex-Officio Brian V. Nahed	Ex-Officio Peter Nakaji	Ex-Officio Akash Patel
Ex-Officio Nader Pouratian	Ex-Officio Clemens M. Schirmer	Ex-Officio Adnan Siddiqui
Ex-Officio Kunal Vakharia	CEO Regina Shupak	

2023 CNS Annual Meeting Overview

Meeting Theme: *Imagine, Innovate, Inspire*

This year our theme is “Imagine, Innovate, Inspire.” In D.C., connect with your colleagues, make new connections, and discover what connects us all! With highlights including cutting-edge studies and technology, 100+ educational opportunities, substantial CME, and engaging speakers who are experts at evaluating scientific content, it is our goal to inspire and inform the attendees.

2023 CNS Annual Meeting Committee



2023 Honored Guests



L. Nelson “Nick” Hopkins

S SUNY Distinguished Professor of Neurosurgery, University at Buffalo; Founder and CSO, Jacobs Institute; Founder, Gates Vascular Institute, Kaleida Health; Emeritus Professor and Chairman, University at Buffalo Neurosurgery, Jacobs School of Medicine.



Douglas Kondziolka

Gray Family Professor of Neurosurgery, NYU Langone Health, and Editor-in-Chief of **Neurosurgery Publications**

Exhibit Hall **source: survey of the 2022 CNS medical attendees*

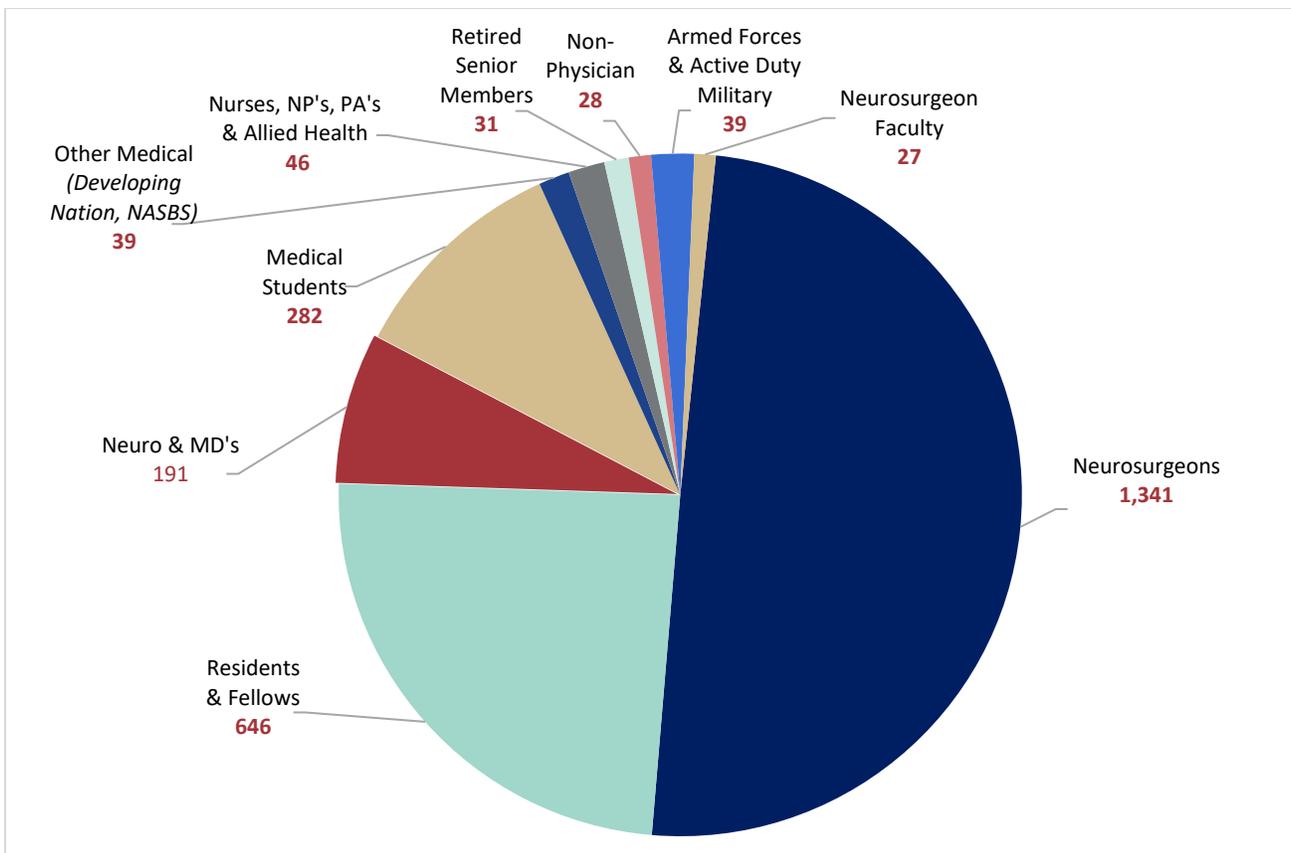
- ▶ **96.9%** of attendees visited the Exhibit Hall
- ▶ **77.6%** of attendees have buying power

Medical Attendance

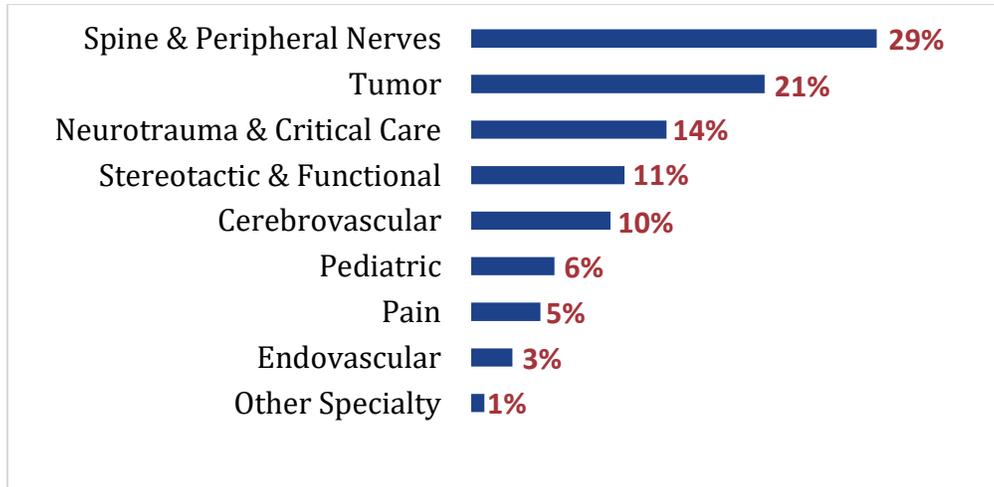
2022	2021	2019	2018	2017
2,670 <small>(San Francisco)</small>	2,912 <small>(Austin)</small>	2,858 <small>(San Francisco)</small>	2,303 <small>(Houston)</small>	2,543 <small>(Boston)</small>

2022 Medical Attendee Breakdown

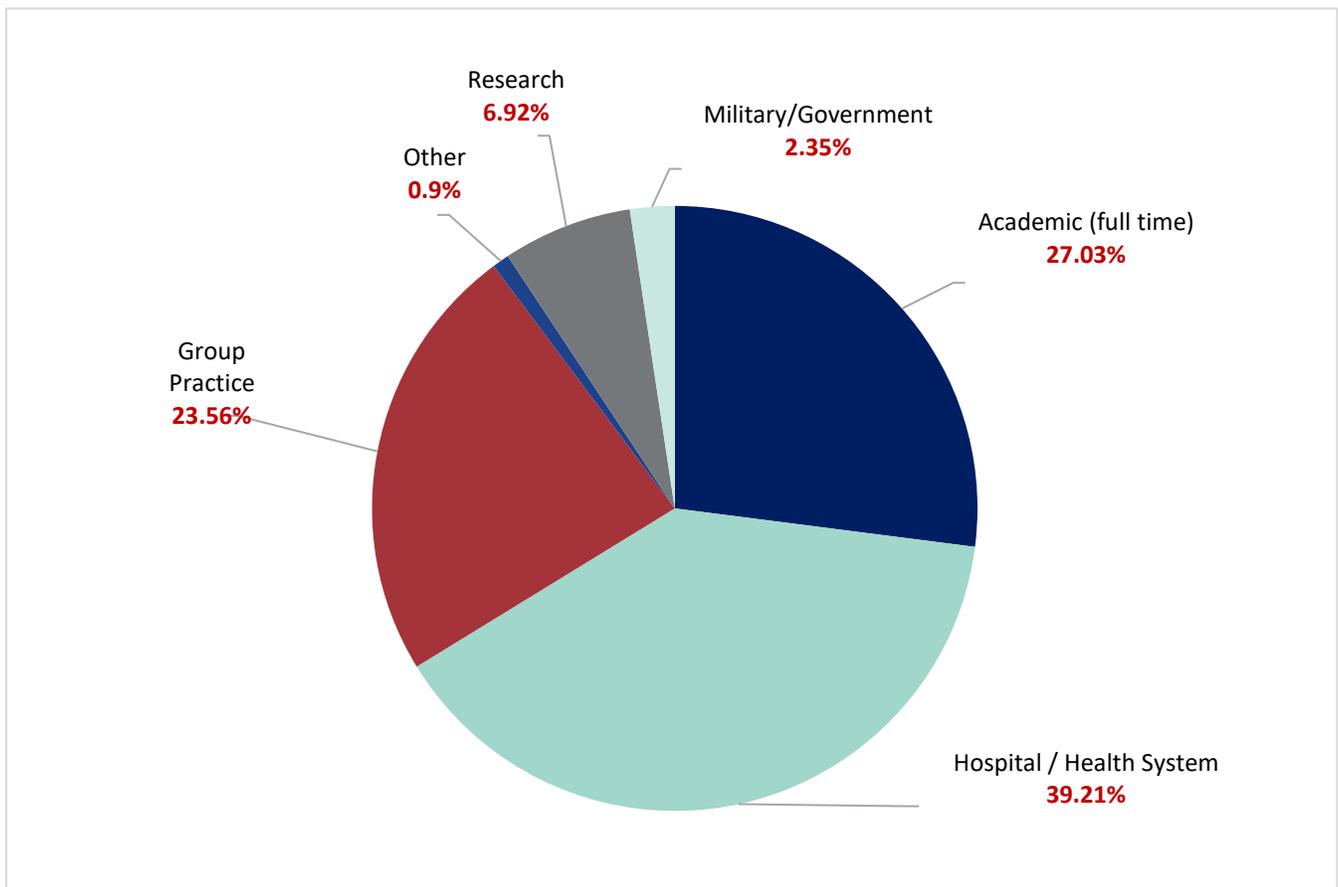
Number of Attendees by Type



Percentage of Attendees by Identified Specialty



Percentage of Attendees by Practice Type/Work Settings



Program at-a-Glance *(subject-to-change)*

- This program is subject to change. The official Preliminary Scientific Program will be available in May.
- Please check www.cns.org/2023 at that time for a more detailed scientific program
- Exhibitor specific information is **red**
- Unopposed Exhibit Hours are **blue**

Saturday September 9

8:00 am - 4:30 pm: Exhibit Hall Move In

8:00 am - 4:15 pm: Half Day and Full Day Symposia Courses

5:00 pm – 7:00 pm: International Reception and Residents’ Reception

6:30 pm - 8:30 pm: Dinner Seminar I: *Managing and Preventing Intraoperative Vascular Complications*

Sunday September 10

8:00 am - 4:30 pm: Exhibit Hall Move In

8:00 am - 4:15 pm: Half Day and Full Day Symposia Courses

1:00 pm - 3:00 pm: Resident SANS Challenge Preliminary Rounds

4:30 pm - 6:30 pm: General Scientific Session I

6:30 pm - 8:30 pm: Opening Reception at the Marriott Marquis Washington, D.C.

Monday September 11

7:00 am - 8:30 am: Guidelines, Sunrise, and Late-Breaking Abstracts Sessions

8:15 am - 4:00 pm: Exhibit Hall open

8:40 am - 12:10 pm: General Scientific Session II

9:40 am - 10:40 am: Beverage Break in the Exhibit Hall

10:00 am - 10:30 am: Live Surgery in the Exhibit Hall

12:20 pm - 1:50 pm: **Industry Sponsored Lunch Symposia (non-CME)** and CME Luncheon Seminars

1:50 pm - 2:50 pm: Beverage Break in the Exhibit Hall

2:05 pm - 2:35 pm: Live Surgery in the Exhibit Hall

2:50 pm - 4:20 pm: Section Sessions and Oral Presentations

4:30 pm - 6:00 pm: Operative Techniques and Case-based Sessions

6:00 pm - 7:30 pm: Medical Student Town Hall

7:30 pm - 9:30 pm: Dinner Seminar II: *The Importance of Negotiating as a Neurosurgeon*

Tuesday September 12

7:00 am - 8:30 am: Guidelines, Sunrise, and Late-Breaking Abstracts Sessions

8:15 am - 3:00 pm: Exhibit Hall open

8:40 am - 12:10 pm: General Scientific Session III

9:40 am - 10:40 am: Beverage Break in the Exhibit Hall

10:00 am - 10:30 am: Live Surgery in the Exhibit Hall

12:20 pm - 1:50 pm: **Industry Sponsored Lunch Symposia (non-CME)** and CME Luncheon Seminars

1:50 pm - 2:50 pm: Beverage Break in the Exhibit Hall

2:50 pm - 4:20 pm: Section Sessions and Oral Presentations

4:30 pm - 6:00 pm: Operative Techniques and Case-based Sessions

6:00 pm - 7:30 pm: Interactive Poster Presentation Session

Wednesday September 13

7:00 am - 8:30 am: Guidelines, Sunrise, and Late-Breaking Abstracts Sessions

8:15 am - 1:30 pm: Exhibit Hall open

8:40 am - 12:10 pm: General Scientific Session IV

9:40 am - 10:40 am: Beverage Break in the Exhibit Hall

10:00 am - 10:30 am: Live Surgery in the Exhibit Hall

12:20 pm - 1:50 pm: **Industry Sponsored Lunch Symposia (non-CME)** and CME Luncheon Seminars

1:50 pm - 3:20 pm: Medical Student Symposium

1:30 pm - 8:00 pm: Exhibit Hall Dismantlement

Exhibitor Specifics

Plan now to participate in the CNS Annual Meeting

We look forward to seeing you in Washington D.C.!

MEETING DATES
September 9-13, 2023

EXHIBIT DATES
September 11-13, 2023

LOCATION
Walter E. Washington Convention Center 801 Mt Vernon Pl NW Washington, D.C. 20001

EXHIBIT HALL HOURS*
Monday, September 11 8:15 am-4:00 pm
Tuesday, September 12 8:15 am-3:00 pm
Wednesday, September 13 8:15 am-1:30 pm

*Exhibit Hall hours are subject to change, based on the final approval of the Scientific Program. Please be sure to check back in May once the Preliminary Scientific Program is complete. The CNS Staff will make every effort to inform you of any changes.

MOVE-IN

DATE	TIMES	WHO
Friday, September 8	8:00 am-4:30 pm	1,600 square feet and larger
Saturday, September 9	8:00 am-4:30 pm	All booth sizes
Sunday, September 10	8:00 am-4:30 pm	All booth sizes

*Please note that Freeman will leave at 4:30 pm each day. Exhibiting companies may stay and work on booth set up for as long as necessary, however once you leave the hall, you will not be allowed to re-enter.

MOVE-OUT

DATE	TIMES	WHO
Wednesday, September 13	1:30 pm-8:00 pm	All booth sizes
Thursday, September 14	8:00 am-12:00 pm	All booth sizes

ANNUAL MEETING OFFICE
Congress of Neurological Surgeons 10 N. Martingale Road, Suite 190 Schaumburg, IL 60173-2294 Tel: 847-240-2500 Fax: 847-240-0804 E-mail: corporatedevelopment@cns.org

EXHIBIT MANAGER CONTACT
Dan Corcoran Email: cns@corcexpo.com Phone: 312-265-9635 Checks payable to: Congress of Neurological Surgeons PO Box 485 LaGrange, IL 60525-0485

Exhibitor Specifics *(continued)*

Rules & Regulations

Please visit page 17 for all of the details. These were created for the best interest of the exhibitors, attendees, and the CNS Annual Meeting office. It is important that each exhibitor abide by these regulations. Failure to comply with any rule set forth may result in the denial of future participation.

Eligibility to Exhibit

The exhibit is designed for the display, demonstration, and sale of products and services relating to the practice and advancement of the art and science of neurological surgery and the professional education and support of the members of the CNS. The CNS reserves the right to refuse space to any company who has failed to meet prior financial commitments to the CNS, or whose products or services, in the opinion of the CNS, do not meet the educational, scientific, or practice needs of the CNS members. The CNS reserves the right to limit the number of exhibitors in a given product or service category.

Non-Contracted Exhibit Space

Any person, firm, or organization not having contracted with the CNS for the occupancy of space in the exhibit hall will not be permitted to display or demonstrate any products, processes, services, or solicit orders, or reserve meeting spaces within the convention center or within the CNS block.

Exhibit Fees

Early Bird Rates! Applications submitted with a deposit before March 31 will save \$100 per 10' x 10' exhibit space.

Rental of Exhibit Space	On or before March 31*	After March 31
Inline Booths	\$33.00 per square foot	\$34.00 per square foot
Corner Booths	\$35.00 per square foot	\$36.00 per square foot
Island Booths (20' x 20' and larger)	\$37.00 per square foot	\$38.00 per square foot

*Applications received on or before **June 16, 2023** must include a deposit of 50% of the total amount due. Applications submitted without a deposit will not be processed nor space assigned. Applications received after **June 16, 2023**, must be accompanied by a full payment. Payments over \$20,000 must be submitted by check only.

Exhibit Package

- **Five complimentary** exhibitor badge registrations for each 10'x10' exhibit booth space contracted
- Exhibitor badges with **access** to the Exhibit Hall and General Scientific Sessions
- **Two complimentary** tickets to the Opening Reception for each 10'x10 exhibit booth space contracted *(maximum of 24 tickets)*
*** Exhibitors must stay in the CNS Housing Block to be eligible to receive **complimentary** tickets to the **Opening Reception**
- Exhibitor Listing in the Online Floor Plan
- Exhibitor Listing in the CNS Annual Meeting Mobile App *(there will not be a printed Program Book onsite)*
- Complimentary pre-meeting **medical attendee registration list** on Monday, August 14, 2023
- Opportunity to purchase additional pre-meeting list after August 14th and a post-meeting medical attendee registration list
- Opportunity to purchase **discounted housing** within the CNS Housing Block

Exhibitor Service Kit

The Exhibitor Service Kit will be available online starting on June 12, 2023. This document will contain information pertaining to exhibiting at the CNS Annual Meeting and order forms for all exhibitor services. An online password will be e-mailed to each exhibiting company after contracted exhibit space is paid in full. This email communication will be sent to the contact provided on the exhibit space application.

Registration

Only confirmed exhibitors may register for the meeting. Badges will be distributed to booth personnel at Exhibitor Registration. Exhibiting companies may register up to five (5) employees complimentary for each 10' x 10' exhibit booth space purchased; your on-site representative is included in this count. All registrations over the complimentary allotment made by Wednesday, August 9, 2023, are \$200 each. Additional badges over the complimentary allotment made after Wednesday, August 9, 2023, are \$250 each. No exceptions will be made. Representatives without a badge or with badges not prepared by the CNS will not be admitted into the Exhibit Hall. Badges are personal and non-transferable and must be worn in the exhibit area at all times. Attaching unapproved cards, ribbons, or other items to badges is not permitted. On-site badge changes, or replacements for lost or stolen badges may be purchased for \$50 each on site.

- **Advance Registration Deadline:** Wednesday, August 9, 2023

Housing

A special exhibitor housing block has been reserved in various hotels around D.C. As a CNS Annual Meeting exhibitor, you are eligible for discounted housing when booking through our block. Housing will open on Monday, May 8, 2023.

Exhibit Location

All technical exhibits will be located at the Walter E. Washington Convention Center in the Exhibit Hall D on Level Two.

Exhibit Hall Access

Exhibitor personnel will be permitted on the exhibit floor one hour prior to opening and may remain thirty minutes after the daily closing of the Exhibit Hall, except for Wednesday, September 13, 2023, when dismantling begins. All booth personnel meetings must be conducted within these hours and within the confines of your booth. Admittance other than at the above specified times are not permitted.

General Scientific Session Access

Exhibitors may attend the daily General Scientific Sessions free of charge once all medical attendees are seated (located at the Walter E. Washington Convention Center in the Exhibit Hall E on Level Two).

CNS Annual Meeting Mobile App

There will not be a printed Program Book at the 2023 meeting. The **CNS Annual Meeting Mobile App** will contain all program and activity details. The instructions on how to download the mobile app will be provided at the registration desk onsite.

Neurosurgical Attendance

CNS members and other neurosurgeons or allied medical professionals who are not considered full-time employees of the exhibiting company may not register as an exhibitor. Neurosurgeon employees may register as representatives of exhibiting companies, but they will not receive CME credit or an attendance certificate.

Opening Reception

The Opening Reception will be on Sunday, September 10 from 6:30 – 8:30 pm. Exhibitors who book housing through the official CNS Annual Meeting's Housing Block will receive two (2) complimentary tickets per 10' x 10' exhibit booth space contracted with a maximum of 24 complimentary tickets. Additional tickets may be purchased on-site for \$150 each.

Contact Us

For Sponsorship, Advertising & Educational Grant Information as well as questions about the Scientific Program



Stephanie Garrow

Industry Relations & Sales Representative
Congress of Neurological Surgeons
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Email: cdunphy@cns.org



Sydney Manola

Director of Development
Congress of Neurological Surgeons
Phone: 847-805-4480
Email: smanola@cns.org

For Exhibit Information



Dan Corcoran

Exhibit Manager
Corcoran Expositions
Phone: 312-265-9635
Email: dan@corcexpo.com



Matt McLaughlin

Exhibit Sales
Corcoran Expositions
Phone: 312-265-9655
Email: matt@corcexpo.com

Rules & Regulations

The rules and regulations were created for the best interest of the exhibitors, attendees, and the CNS Annual Meeting office. It is important that each exhibitor abide by these regulations. Failure to comply with any rule set forth may result in the denial of future participation.

Interpretation of Rules

The following rules and regulations are part of the contract between the exhibitor and the Congress of Neurological Surgeons (the Association). The Association shall have full power in the interpretation and enforcement of rules and regulations governing exhibitors. All matters not covered in these rules and regulations shall be referred to the Association for adjudication and the decision of the Association shall be final. These rules and regulations may be amended at any time by the Association and all the amendments so made shall be binding upon the exhibitor equally with these rules and regulations, and shall become a part thereof, providing the exhibitor is notified of the amendments. Notice may be verbal or in writing, before or during the 2023 CNS Annual Meeting, and may be given to any authorized agent or representative of the exhibitor.

Purpose of Exhibit

The purpose of the exhibits, an integral part of the CNS Annual Meeting educational activity, is to complement the professional meetings and clinical sessions by enabling registrants to evaluate the latest developments in equipment, supplies, and services that are presented for use by neurosurgeons. The Association does not in any manner endorse any of the products or services related to the exhibits that have been accepted for display and sale during the Annual Meeting. The Association reserves the right to determine the eligibility of all exhibit space applicants.

Product Sales/ Solicitation of Orders

The sale of products and services is allowed on the exhibit floor provided such sales are conducted in a professional, business-like manner, in accordance with CNS guidelines, and the exhibitor complies with all state and local tax regulations. No signage or advertising of product pricing will be allowed. The Association reserves the right to restrict sales activities that it deems inappropriate or unprofessional. No sales or solicitation will be permitted in any CNS Annual Meeting space other than the Exhibit Hall and your assigned exhibit booth.

Market Research

Market research can only be conducted by firms hired by a 2023 CNS Annual Meeting exhibitor. With its application for exhibit space, the research company must submit a letter of authorization from its sponsoring company and a list of all premiums proposed for distribution. Market research booths must remain open and staffed throughout the Annual Meeting. All interviews must be conducted within the confines of the booth space—soliciting registrants in the aisles is strictly prohibited.

Exhibit Space Relocation

The Association reserves the right to change the exhibit floor plan if conflicts arise regarding space requests or conditions that are beyond the Association's control. The Association reserves the right to relocate exhibitors demonstrating loud apparatus or conducting odor-producing activities in an area where the noise or aroma will not interfere with other exhibits. The Association reserves the right to determine at what point sound or odor interferes with others and must be discontinued. The Association reserves the right to relocate an exhibitor at any time, (with the understanding that if the exhibitor does not agree with such relocation to the extent that the exhibitor cannot participate in the CNS Annual Meeting, the payment for exhibit space will be fully refunded, proportionate to the exhibitors' level of participation.)

Exhibit Space Reductions or Cancellations

Requests for cancellations or reductions in exhibit space must be sent in writing on company letterhead to the CNS Exhibit Office. Cancellation of all exhibit space will result in loss of all priority points earned to date. The CNS reserves the right to relocate booths that are reduced in size. The effective date of a space cancellation or reduction will be the date the written notice is received by CNS. Reductions in booth space will be treated the same as a cancellation according to the schedule listed below. (Space assignment of the smaller booth will be processed as a new booth purchase.) An exhibitor's cancellation of booth space will result in the release of all assigned hotel guest rooms and exhibitor badges. No refund will be allowed for exhibit space left unoccupied during the CNS Annual Meeting.

- If written notice is received on or before March 31, 2023, CNS will retain 50%
- If written notice is received between April 1 and June 16, 2023, CNS will retain 75%
- If written notice is received after June 17, 2023, CNS will retain 100%

Subletting Of Exhibit Space

The subletting, assignment, or apportionment of the whole or any part of an exhibitor's space by the exhibitor is prohibited. Exhibitors may not advertise or display goods in their exhibit other than those manufactured or sold by them in the regular course of their business. Exhibitors may not permit any other party to exhibit in their space any goods other than those manufactured or distributed by the contracting exhibitor.

Linear Exhibit Booths

All linear booths will be equipped with an 8' high back drape, 3' high side rails, and a 7" x 44" identification sign displaying the exhibitor's name and booth number.

Linear exhibit booths must not exceed 8' in height unless located at the hall perimeter—such booths may be 12' in height. Any construction that exceeds the 3' high side rail dividers shall not extend more than half the distance from the back wall of the exhibit nor will any display be allowed to limit or otherwise interfere with other exhibits. Electricity, audiovisual, telephone, internet access, carpeting, etc., will be at the expense of the exhibitor.

Booth Construction and Arrangement

All exhibits must be confined to the spatial limits of their respective booth(s) as indicated on the floor plan, and all equipment, products, or materials to be shown or demonstrated must be placed within the exhibitor's contracted exhibit space in order to ensure attendees viewing the exhibit will stand within said space, not in the aisles. All exposed parts of displays must be finished so as to present an attractive appearance when viewed from the aisles or from adjoining exhibits. If other exhibitors or the Association object to any exposed portions of a display, the exposed portions will be draped by the Association and billed to the exhibitor. All tables used in an exhibit space must be skirted.

Exhibit Booth Conduct

The Association reserves the right to approve all exhibits and activities related thereto. The Association may require that an exhibit be curtailed if it does not meet the standards set forth herein, if it reflects against the character of the CNS or the Annual Meeting, or if it exceeds the bounds of good taste as interpreted by the Association. An exhibitor of a questionable exhibit or activity relating thereto must submit a description of the exhibit or activity with the exhibit application for approval. Inspection of the Exhibit Hall will be made during installation hours. An effort will be made to advise exhibitors of any deviation from exhibit rules at that time. Exhibitors must make all corrections requested by the Association at their own expense or risk removal from the Exhibit Hall without notice and without obligation on the part of the CNS for any refund whatsoever. The Association reserves the right to expel or refuse admittance to any representative whose conduct is, in its opinion, not in keeping with the character and/or spirit of the CNS Annual Meeting. Exhibit personnel may not enter another exhibitor's booth without obtaining permission. Lingering in the aisles surrounding another exhibitor's booth for the purpose of obtaining product information or distracting booth personnel is strictly prohibited and may be cause for expulsion. Exhibitors may not sell any food or beverage on the exhibit floor without prior permission from the Annual Meeting office. Distribution of any literature outside of an exhibitor's own space is prohibited. No procedures may be performed on any live tissue on the exhibit floor. Exhibitors may not leave their booth unattended for an extended period of time. Exhibitors are not permitted to dismantle prior to 11:00 am on Wednesday, September 13, 2023. Dismantlement prior to this time will result in the loss of the current year's priority points.

Non-Contracted Exhibit Space

Any person, firm, or organization not having contracted with the Association for the occupancy of space in the Exhibit Hall will not be permitted to display or demonstrate any products, processes, services, or solicit orders.

Demonstration and Liability

Exhibitions or demonstrations by the exhibitor must be confined within the bounds of the exhibitor's assigned exhibit space and shall not interfere with aisle space. If the premises of the facility are defaced or destroyed by the exhibitor, its agent, or representatives, the exhibitor will be liable to the facility for such amount as shall be deemed necessary for restoration to the previous condition. This Agreement is made and to be performed in Washington D.C. and shall be construed in accordance with Washington D.C. law, but not against any party by reason of that party having drafted it. No representative of the Walter E. Washington Convention Center has been or is authorized to make any representation, which varies from the express terms of this contract, though the contract may be supplemented in writing. In any legal action or arbitration or other proceeding brought on account of a breach of any provision of this Agreement or to enforce any provision of this Agreement, the prevailing party shall be awarded its attorney's fees and other cost incurred in such action or proceeding, in addition to any other relief to which it may be entitled. Any modifications or changes to this Agreement must be made in writing and signed by both parties hereto. Any legal action in connection with this Agreement shall be brought in Washington D.C.

Fire Regulations

All material used in the exhibit must be flame proof and fire resistant in order to conform to local fire ordinances and in accordance with the regulations established by the hotel.

Restrictions

Exhibit booth lighting should be directed to the inner confines of the exhibit booth space and should not project onto other exhibits or aisles. Rotating lighting and other specialized lighting effects should be in good taste and not interfere with neighboring exhibitors or otherwise detract from the general atmosphere of the event. Exhibitors who use noisy electrical devices, sound-producing movies, or other devices which prove objectionable because of noise, odor, or other disagreeable features, must agree to keep the noise and/or odor of such devices at an absolute minimum. Exhibitors with such equipment must agree to accept space assignments, which will abate reasonable objections to these annoyances. X-ray equipment may be exhibited but not operated. Laser equipment may be operated only if the laser is contained within a safety shield.

Music Licensing

Exhibitors must receive relevant licenses from ASCAP and BMI if they plan to present live or pre-recorded music at any time during the meeting. Exhibitors are responsible for obtaining appropriate licenses for any copyrighted music used in connection with their exhibit.

Smoking

Smoking is prohibited inside the facility.

Food and Beverage

Non-alcoholic beverages and food products are permitted in the Exhibit Hall if ordered through the facility. Food and beverages distributed must not conflict with items served at an Association event or an Industry-supported event or opportunity. Information on catering opportunities can be found in the Exhibitor Service Kit.

Photography and Video

Only the official photographer may take photographs in the Exhibit Hall. Details about the official photographer will be included in the Exhibitor Service Kit. Exhibitors may have their own booth photographed. Videography is not allowed without the written consent of CNS.

FDA Compliance

All medical devices exhibited must have fulfilled all applicable Federal Drug Administration (FDA) regulations. Products that are not FDA approved for a particular use in humans, or which are not commercially available in the United States, may be displayed only when accompanied by appropriate signs that indicate the device's FDA clearance status. The signs must be easily visible and placed near the device itself and on any graphics depicting the device. Unapproved devices with pending premarket approval (PMA) applications or pre-market notification (510(k)) submissions must display a sign stating "Pending 510(k)/PMA. This device is not cleared by the FDA for sale in the United States." Unapproved devices without a pending 510(k) or PMA must display a sign stating, "This device is not cleared by the FDA for sale in the United States." Products in the development stage must bear a sign stating "Caution: investigational device. Limited to investigational use."

Children

Children under 18 years of age will not be permitted to enter the Exhibit Hall at any time during the meeting, including the installation and dismantling of exhibits.

Handouts and Giveaways

Distribution of samples of products and souvenirs is permitted within paid exhibit space. Approval of samples and souvenirs must be obtained by the CNS Annual Meeting office prior to the meeting. Distribution of such products or souvenirs will be allowed, provided it is done in a dignified manner, does not create a nuisance, and causes no interference with adjoining exhibits. Unapproved items will be removed from the exhibit floor. For approval, send a sample of all giveaways and handouts to the following address by Thursday, September 10, 2023. (Samples will not be returned.)

Congress of Neurological Surgeons
10 N. Martingale Road, Suite 190,
Schaumburg, IL 60173-2294

Contests, Raffles, and Drawings

Approved contests, drawings, or raffles must comply with all local, state, and federal laws governing such contest, raffles, or drawings, and have prior approval of the exhibits department. The rules must be posted at the booth and include: eligibility, date, time of the drawing, the words “No purchase necessary to enter,” along with the odds of winning, how winners are notified, how participants can find out who won, etc.

The exhibitor must agree to indemnify the Association, its Board of Directors, employees, and vendors in the event of any claims arising from the operation of the event. The Association must be notified of the winners and when the prize was awarded. The Association reserves the right to restrict contests, drawings, or raffles that it deems inappropriate or unprofessional. Requests for contests, raffles, and drawings must be submitted to the Exhibits Department for approval by Thursday, August 10, 2023.

Promotional Materials/ Use of Logo

Any promotional materials advertising your participation in the CNS Annual Meeting or directing attendees to your exhibit booth or Industry-supported events must be submitted to the Association for approval prior to distribution. The use of the name, insignia, logo, or other identifying marks of the CNS may not be used in signs, advertising, or promotions in any media, or on descriptive product literature without express written permission. The only exception is that exhibitors may reference the 2023 Congress of Neurological Surgeons (with overall dates and location) on their materials associated with the Annual Meeting. To prevent any misunderstanding, promotional copy for exhibitor meetings or functions may not be phrased “In conjunction with the Congress of Neurological Surgeons” or use similar language. By allowing the exhibitor to participate in the Annual Meeting, the Association does not endorse, either expressly or by implication, the exhibitor or its goods or services.

Awarding Of CME

The Congress of Neurological Surgeons, as CME provider for the 2023 CNS Annual Meeting, is the only organization authorized to grant CME credit for educational activities conducted during the Annual Meeting if delivered by an ACCME accredited organization. Companies wishing to provide CME for Satellite Symposia must notify the Association of this intent. No CME credit may be given from any source for activities on the exhibit floor.

Security

The Association will provide uniformed security guard service in the Exhibit Hall beginning with the delivery of exhibits to the hall through the closing of the Exhibit Hall on Wednesday, September 13, 2023. Neither the Association nor the Walter E. Washington Convention Center will be held responsible for any loss or damage to the exhibitor’s property. Exhibitors must take precautions to protect their property against pilferage.

Insurance

Exhibitors shall be fully responsible for any claims, liabilities, losses, damages, or expenses of whatever kind and nature relating to or arising from an injury to any person, or loss of or damage to property where such injury, loss, or damage is incident to, arises out of, or is in any way connected with the exhibitor’s participation in the exhibition. Exhibitors shall protect, indemnify, hold harmless, and defend the CNS, its officers, directors, agents, members, and employees against all such claims, liabilities, losses, damages and expenses, including reasonable attorney’s fees and cost of litigation, provided that the foregoing shall not apply to injury, loss, or damage caused by, or resulting from, the negligence of the CNS, its officers, directors, agents or employees.

Exhibitors should maintain general public liability insurance against claims of personal injury, death, or property damage incident to, arising out of, or in any way connected with their participation in the CNS Annual Meeting, in the amount of not less than one million dollars (\$1,000,000) for personal injury, death, or property damage in any one occurrence. Such insurance should include coverage of the indemnification obligations of exhibitors under the policy and procedures and should cover CNS as an additionally named insured. Each exhibit company is responsible for obtaining, for its protection and at its expense, such property insurance for its exhibit and display materials, as the exhibitor deems appropriate. Any policy providing such property insurance must contain an express waiver by the exhibitor’s insurance company of any right of subrogation as to any claims against the CNS, its officers, directors, agents, members or employees. The exhibitor further waives any claim against the CNS and its agents, employees, representatives, successors, and assigns, arising out of the oral or written publication of any statement made in connection with the Annual Meeting by anyone not an employee of the CNS concerning the exhibitor or their exhibit.

If any part of the Exhibit Hall is destroyed or damaged, preventing the CNS from permitting an exhibitor to occupy assigned space during part or all of the Annual Meeting, or in the event occupation of assigned space during part or all of the Annual Meeting is prevented by strikes, Acts of God, national emergency, or other causes beyond the control of the CNS, exhibitors will be charged for space during the period it was or could have been occupied; and exhibitors hereby waive any claims against the CNS, its directors, officers, agents, members, or employees for losses or damages that may arise in consequence of such inability to occupy assigned space, its sole claim against the CNS being a refund of exhibit fees for the period it was prevented from using the space.

Industry Support Events

Except to hold satellite symposia, social functions, or meetings inside a purchased meeting suite, exhibitors must confine their activities with medical attendees to their allotted exhibit space. No entertainment functions, meetings, courses, or social functions may be scheduled to conflict with CNS Annual Meeting program hours, activity hours, or exhibit hours. Entertainment and social functions must be in good taste and conform to the purpose of the meeting. The Association should be notified in writing of any special activities (whether entertainment, educational or promotional in nature) planned by an exhibiting company for the period beginning Thursday, September 7 through Wednesday, September 13, 2023. Announcements and invitations addressed to members of the medical profession concerning such corporate supported events should clearly indicate the name(s) of the corporate support and must in no manner imply directly or indirectly that the event is a part of, or an official activity of, the Association. Function space held by the Association will be released only to companies exhibiting at the CNS Annual Meeting.

Satellite Symposia

The CNS considers any activity or event that is designed by or on behalf of Industry & Corporations for 2023 CNS Annual Meeting attendees to be a **Satellite Symposium**, whether or not CME credit is offered. All such activities are bound by the **CNS Guidelines for Satellite Symposia** and subject to **Satellite Symposium** sponsorship fees.

The CNS goes to great lengths to gather neurosurgeon and allied professional attendees to Washington D.C. for the 2023 CNS Annual Meeting.

The sponsorship fee depends on how many invited and expected 2023 CNS Annual Meeting attendees will be present. Please contact the CNS Corporate Development Team at corporatedevelopment@cns.org and provide your invited and expected neurosurgeon attendee count and you will be provided with the CNS's **Satellite Symposium Application**.

Americans with Disabilities Act

Exhibitors are responsible for compliance with the Americans with Disabilities Act for their exhibit booth space.

Violations

Any violation of the Rules and Regulations shall subject the exhibiting company to the following penalties:

- **First Violation:** Loss of current year priority points.
- **Second Violation:** Loss of one-half accrued points.
- **Third Violation:** Loss of remainder of points.
- **Fourth Violation:** One-year suspension of exhibit privileges.

Disciplinary action will be progressive according to the above sequence. However, a more severe penalty may be levied at the discretion of the Association, without following the above sequence. The Association reserves the right to restrict and/or dismiss at any time any exhibit that it deems undesirable. In the event of eviction, the Association will not be liable for any refunds on rental or other exhibit expenses.



Congress of Neurological Surgeons