



Annual Meeting

October 22-23, 2017
Loews O'Hare | Chicago, Illinois

chss.org



EXHIBITION INFORMATION

EXHIBIT SPACES

Exhibit spaces are 6' x 30" table top only. A maximum of two spaces are allowed per non-sponsoring exhibitor.

\$3,500 per table top exhibit space. Your exhibit fee includes:

- 1 6' x 30" skirted table top
- 2 chairs
- Use of contracted space
- Daily cleaning
- Two registrations
- Listing on CHSS website
- Program Guide listing

Space assignment is based on the order of application receipt. If two applications are received at the same time, priority will be given to 2017 CHSS sponsors. Space will be assigned and confirmed after July 14, 2017.

EXHIBIT DATES AND HOURS*

Sunday, October 22, 2017	12:00pm – 3:00pm	Installation
	4:00pm – 7:45pm	Exhibit Hall Hours
Monday, October 23, 2017	7:00 am – 3:30pm	Exhibit Hall Hours
	3:30 pm – 5:00 pm	Dismantle**

**Times are subject to change based on final program*

***Exhibitors may not dismantle in whole or in part before the close of the exhibit hall*

LOCATION OF EXHIBITS

The exhibits will be located in Guggenheim 1 adjacent to the scientific session room, in Guggenheim 2 & 3.

ADDITIONAL REGISTRATION BADGES

Each exhibit space includes 2 complimentary registrations for your company. You may register additional industry personnel at the price of \$125 per badge. Industry registration includes Scientific Sessions, Dinner on Sunday evening, and Continental Breakfast, and morning and afternoon Coffee Breaks.

APPLICATION AND DEPOSIT

Your exhibitor application must be accompanied by 50% of the amount due in order to reserve space and must be received by July 14, 2017. The balance of the amount due must be paid in full by July 14, 2017. Credit card information or checks (in U.S. funds only) should be sent to:

CHSS
500 Cummings Center, Suite 4400
Beverly, MA 01915
Fax: 978-524-0461

EXHIBITOR GUIDELINES

GENERAL

All matters and questions not covered by the regulations are subject to the decision of CHSS. "The Society" or "CHSS" shall mean the Congenital Heart Surgeons Society, its committees, agents or employees acting for the management of the Scientific Meeting and Exhibition.

NATURE OF EXHIBITION

The CHSS Annual Meeting includes a scientific exhibit designed to provide a showcase of products and services either specifically designed for, or customarily used in, purchasing or delivery of congenital heart surgery products.

CHSS reserves the right to refuse rental space to any company whose products and services are not, in the opinion of the Society, compatible with the mission of CHSS and the objectives of the CHSS exhibition. The Society does not guarantee that any space will be available to any applicant. If space is not available, a waiting list will be held in the order of receipt of application and 50% deposit. CHSS will either apply payment for the following year or refund all payments received in the event space does not become available. This will occur two weeks after the meeting.

TERMS IN CASE OF DEFAULT

If any exhibitor or partner fails to pay, when due, any sum agreed upon, or if any exhibitor or sponsors fails to meet any term or condition of the application, or fails to observe and abide by these Rules & Regulations, CHSS reserves the right to terminate the contract immediately without refund of any monies previously paid. In any case, no refunds will be made on or after July 14, 2017.

EXHIBIT SERVICE KIT

The Service Kit will provide you with complete information regarding:

- Shipping
- Utility services
- Personnel registration
- Pre-registration mailing labels
- Program guide product description requirements
- Hotel reservations
- Any additional information needed during installation, exhibiting and dismantling of your exhibit

CHANGES

All times, program schedules and floor plans in this prospectus are subject to change. All changes will be communicated in subsequent material.

PRELIMINARY PROGRAM

The CHSS Preliminary Program will be posted on the CHSS website as soon as it is available.



SPECIAL NEEDS

Please contact the CHSS office if you have a disability, which requires special accommodations.

INSURANCE

The Exhibitor, Hotel and CHSS each agrees to carry adequate personal property, liability and other insurance protecting itself against any claims arising from any activities conducted in the Hotel during the CHSS Annual Meeting. Upon request, the Exhibitor shall provide a certificate evidencing such insurance to the Hotel and CHSS. The Hotel and CHSS shall not be responsible for the security of exhibits, presentation materials or other personal property of the exhibitor. The Exhibitor acknowledges that CHSS and the Hotel, its owner and operator do not maintain insurance covering such exhibits, materials or personal property.

INDEMNIFICATION

The exhibitor hereby agrees to indemnify and hold harmless CHSS and Loews Chicago O'Hare from and against loss, liability, costs or damages resulting from claims arising out of or resulting from the gross negligence or willful misconduct of the exhibitor or any of its members or participants, unless such claim has resulted, in whole or in part, from the acts or omissions of CHSS, the Loews Chicago O'Hare Hotel Loews Chicago O'Hare or its employees acting within the scope of their employment. CHSS, Loews Chicago O'Hare Hotel Loews Chicago O'Hare hereby agrees to indemnify and hold harmless the exhibitor from and against loss, liability, costs or damages resulting from claims arising out of or resulting from the gross negligence or willful misconduct of CHSS, Loews Chicago O'Hare or any of its employees acting within the scope of their employment, unless such claim has resulted, in whole or in part, from the acts or omissions of the exhibitor or any of its members or participants.