

# Exhibitor Prospectus: Courses



Improving lives through the prevention and  
treatment of anogenital & HPV-related diseases

# ASCCP Comprehensive Colposcopy Courses

Join ASCCP for the upcoming 2024 Comprehensive Colposcopy Courses, which appeal to a wide variety of interdisciplinary medical professionals.

January 24-27, 2024 - Tampa, Florida



May 2-4, 2024 - New Orleans, LA

*This is a special course co-located with the ASCCP Scientific Meeting. See [www.asccp.org/2024meeting](http://www.asccp.org/2024meeting) for more details.*

July 10-13, 2024 - San Diego, California



October 23-26, 2024 - Atlanta, Georgia



## Plan Now to Exhibit at One or More Courses!

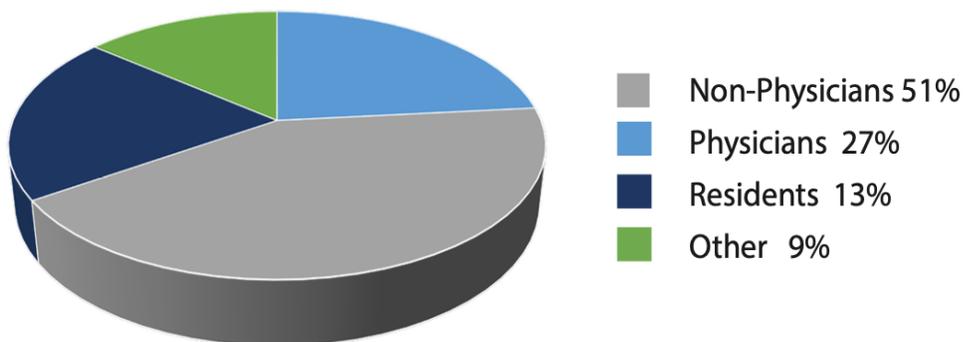
Exhibiting will give you the opportunity to:



- Connect with existing and potential customers
- Introduce new products
- Build brand visibility

## Meeting Demographics

Breakdown of Attendees



Course attendance  
up to  
250 attendees

*Appeal to decision makers AND end users. Onsite CME courses bring together all levels of the medical community – a chance to establish relationships for the long term.*

# Tabletop Exhibits

## Reserve Your Space Early! Space is Limited



### Exhibit Space Includes:

- (2) 6" draped tables
- 2 chairs
- 110 – electric power to the booth, includes a 4-outlet power strip

Up to 2 Exhibitor Representatives are included in the following price.

### Cost:

\$1,750 per course

### Exhibit Hours

Contact ASCCP for course-specific hours

## Select Past Exhibitors

American Distributors of  
Colon and Rectal Supplies,  
LLC  
American Express  
Calmoseptine, Inc.  
Conmed  
CooperSurgical, Inc.  
Durso Medical Devices  
DySIS Medical  
Elsevier  
Femasys, Inc.  
Gen-Probe Incorporated  
Gynex  
Histologics, LLC  
Hologic, Inc  
International Anal Neoplasia  
Society  
Lippincott Williams & Wilkins

Lutech Industries, Inc.  
Medical Diagnostic  
Laboratories, LLC  
Merck & Co., Inc.  
mtm laboratories, Inc.  
NTL Co., Ltd.  
Qiagen  
Redfield Corporation  
Roche Diagnostics  
Corporation  
Seiler Precision Microscopes  
Shared Medical Resources  
Utah Medical Products, Inc.  
Wallach Surgical Devices  
Wolters Kluwer Health  
Zinnanti Surgical Design  
Group, Inc.





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# Course Exhibit Form

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_

Please select the course(s) where you plan to exhibit:

- |   |               |                     |            |
|---|---------------|---------------------|------------|
| <input type="checkbox"/> Comprehensive Colposcopy | Tampa, FL     | Jan 24-27, 2024     | \$1,750.00 |
| <input type="checkbox"/> Comprehensive Colposcopy | San Diego, CA | July 10-13, 2024    | \$1,750.00 |
| <input type="checkbox"/> Comprehensive Colposcopy | Atlanta, GA   | October 23-26, 2024 | \$1,750.00 |

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

Photographs taken at the course may be used in future ASCCP marketing, publicity, promotions, advertising, social networking, and training activities. By registering and attending, you agree to allow ASCCP to use the photographs and/or video materials.

By completing this form, my company is agreeing to the exhibitor rules and regulations listed in the Course Prospectus.

### Payment Information:

**Method:**  Check (Drawn on U.S Bank. Checks may be mailed to the ASCCP Office at the address below.)

Credit Card:  Visa  American Express  Discover  MasterCard

Credit Card Number: \_\_\_\_\_

Expiration Date \_\_\_\_\_ / \_\_\_\_\_ Security Code: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
(Month) (Year)

Name on Card: \_\_\_\_\_

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

Cancellation Policy: Written cancellation must be received at least 30 days prior to the start of the course. Any notice received by this time will be refunded, less a \$100.00 administrative fee. No refunds will be made after this time.

ASCCP, 23219 Stringtown Rd, #210, Clarksburg, MD, 20871 | P: (301) 857- 7877 | [info@asccp.org](mailto:info@asccp.org)

# Rules and Regulations

## PURPOSE

ASCCP is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians. The attendees of the meetings are obstetrician-gynecologists, family physicians, pathologists, gynecologists, residents, nurse practitioners, and related, licensed healthcare professionals. To complement the meetings, exhibits of the latest developments in equipment, supplies and services available in the marketplace add value to the professionals' learning experiences. Therefore, companies providing relevant goods and services can rent booth space to showcase their products and services. ASCCP strictly adheres to the ACCME's Standards for Commercial Support regarding exhibits, which state:

The distribution or granting of CME credits, in any category, from an exhibit booth is strictly prohibited.

Exhibits - When commercial exhibits are part of the overall program, arrangements for these shall not influence planning or interfere with the presentation of CME activities. Exhibit placement shall not be a condition of commercial support for a CME activity.

Commercial Activities During Education Activities - No product promotion material or product-specific advertisement shall be displayed or distributed in the education space immediately before, during, or immediately after a CME activity certified for credit.

Commercial Supporters at Educational Activities - Representatives of commercial interests may attend an educational activity, but may not engage in sales or promotional activities while in the space or place of the CME activity. Any representative of a commercial supporter wishing to attend the educational activity may do so at the corporate representative rate but is strictly prohibited from the sale of and/or discussion of products while attending the educational activity.

2009 PhRMA Code – By applying for exhibit space, the commercial interest agrees to adhere to the 2009 PhRMA Code on Interactions with Healthcare Professionals. The exhibitor agrees that interactions between company representatives and healthcare providers should be focused on providing information on products and scientific and educational information. The code prohibits distribution of non-educational items such as pens, mugs, and other logo-branded items, as well as items for personal benefit (e.g., tickets to recreational or entertainment events).

## CODES AND REGULATIONS

By applying for exhibit space, an exhibitor agrees to adhere to and be bound by ASCCP's Exhibit Rules and Regulations. Exhibitors shall not permit others to do anything to the booth or do anything in the facility that will in any way increase the insurance premiums payable by ASCCP or the owners or managers of the facility. Exhibitor shall not sublet the booth, or any equipment provided by ASCCP, nor shall the exhibitor assign its lease in whole or in part to any party without prior written notice to and approval from ASCCP. The exhibitor further agrees to adhere to and be bound by 1) all applicable fire, utility, and building codes and regulations; 2) any and all rules and regulations of the facility where the program is held; 3) applicable terms of all leases and agreements between ASCCP and the managers or owners of the facility; and 4) the terms of any and all leases and agreements between ASCCP and any other party relating to the exhibit.

## DEMONSTRATIONS

All demonstrations, displays, and audio equipment must be confined to the booth and regulated so as to not disturb neighboring exhibits. ASCCP shall have the right to exclude or to require modification to any display or demonstration that, in its sole discretion, is considered unsuitable to, or not in keeping with, the character of the exhibition.

## U.S. FOOD AND DRUG ADMINISTRATION (FDA)

ASCCP requires that all exhibitors must be in compliance with FDA regulations regarding all products or devices regulated by the FDA. Any mention of product names that are accompanied by information on usage and indications is considered advertising and subject to applicable FDA guidelines. Exhibitors shall comply with all applicable FDA regulations, including, without limitation, FDA restrictions on the promotion of investigational and pre-approved drugs and devices and the FDA prohibition on promoting approved drugs and devices for unapproved uses. Any product not FDA-approved for a particular use or not commercially available in the U.S. may be exhibited only if accompanied by easily visible signs indicating the status of the product. Exhibitors shall have available at their exhibit space a letter from the FDA that describes the allowable use of any drug or device exhibited. Information and guidance may be obtained from the FDA's information line at 1-888-463-6332 or 1-301-796-5000, or through the FDA Division of Drug Marketing, Advertising and Communications Research by email at [DTCP@fda.hhs.gov](mailto:DTCP@fda.hhs.gov).

## SPACE ASSIGNMENT

Whenever possible, space will be assigned according to the exhibitor's choice, but the final arrangements will be determined by ASCCP. Booths will be assigned on first come, first-served basis. Deposit or receipt of an exhibitor's funds does not guarantee placement as an exhibitor.

## BOOTH CONSTRUCTION

ASCCP will provide (2) 6' draped tables, 2 chairs and a wastebasket for use by the exhibitor with 110-electric power to the booth to include a 4-outlet power strip. Booth contents may not exceed 8 feet in height, including signs, banners and displays.

## **SHIPPING INSTRUCTIONS**

Materials shipped in advance should be sent directly to the course location, but not more than three days before the meeting. The Company will receive instructions regarding shipment and the person to whom the shipment should be addressed upon receipt of the Company's application and payment for the exhibit space. Exhibitor is responsible for all shipping and handling costs, including any internal handling fees charged by the conference hotel.

## **CRATE STORAGE**

Empty crates, boxes and cartons must be removed from the exhibit area by 6:00 a.m. the day the conference begins. These materials should be nested as much as possible to conserve precious storage space. Containers or skids left on the display floor after 6:00 a.m. on the day the conference begins will be considered refuse and disposed. You are encouraged to store crates, boxes and cartons of a size that will fit beneath the skirted exhibit tables. Please do not store anything of value in crates that will be placed in storage.

## **DISMANTLING OF EXHIBITS**

Exhibits can be dismantled on the last day of the conference after the final break or session that participants will be visiting the exhibit area. All exhibits should be packed within 2 hours following the close of the conference.

## **LIABILITY**

ASCCP and the hotel will not be responsible for loss or damage to displays or exhibits, including but not limited to damage incurred during the installation, removal, maintenance, occupancy or use of the display or exhibit. The exhibitor further agrees to protect, defend, indemnify and save ASCCP and the Hotel, its owners and operators, and their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses, or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by the installation, removal, maintenance, occupancy or use of the display or exhibit. In all cases, the exhibitors will assume responsibility for damage of property and accidents and injuries to exhibitors, employees, contractors, or meeting participants.

## **SECURITY**

ASCCP and the hotel assume no responsibility for the safety of property of the occupant of the booth, Company officers, agents, or employees from theft, damage by fire, accident, or other causes. ASCCP will take necessary and reasonable measures to assure that the hotel will lock the exhibit or display room at the close of each day that the exhibit or display room is in use.

## **FIRE REGULATIONS**

All display and exhibit material must be flame proof and subject to inspection by the local Fire Marshal. No illegal, hazardous or flammable fluids or substances may be brought into, used, or shown in the display or exhibit area.

## **RESPONSIBILITY FOR DAMAGE TO PROPERTY**

The exhibitor is responsible for any damage to the meeting venue by company representatives or their exhibit. No signs or other articles can be affixed, nailed, or otherwise attached to walls, doors, etc., in such a manner that may deface or destroy hotel property. Likewise, no attachments can be made to the floors by nails, screws or any other devices that would cause damage. All space is leased subject to these restrictions.

## **VIOLATION OF RULES AND REGULATIONS**

Violation of any of ASCCP's regulations or FDA regulations may lead to immediate closure of the exhibitor's booth, banning of an exhibitor representative, or barring of an exhibitor's representative at future meetings. No monetary adjustments will be made for exhibit shutdowns.

## **CANCELLATION**

Notification of an exhibitor's decision to cancel exhibit space must be submitted, in writing, to ASCCP. A full refund minus \$100 processing fee will be possible only if a cancellation notice is received in writing at least 30 business days prior to the official opening of the meeting. No refunds will be issued for cancellations received less than 30 days prior to the start of the meeting.