

## Exhibitor Rules and Regulations Agreement

The following rules and regulations have been designed for the benefit of all exhibitors. The *Controversies and Conversations in Laser & Cosmetic Surgery: An Advanced Symposium* (Symposium) requests full cooperation of exhibitors in their observance. Please ensure that your promotional department or anyone else involved in the arrangement for your exhibit has a copy of these rules and regulations. It is the responsibility of the exhibiting company to see that all booth personnel are aware of and adhere to these rules and regulations and conduct themselves in a professional manner throughout the Symposium.

**EXHIBIT SPACE RENTAL** Your exhibit space includes one 6' wide x 30" deep table and two side chairs. Floor displays may be used when set behind the table so as not to obstruct the sightlines to other exhibitors and are limited to a maximum of 8' in height.

### EDUCATIONAL CONTENT

As the ACCME-accredited provider for the Symposium, the *American Society for Dermatologic Surgery* (ASDS) must ensure all guidelines are followed with regard to educational content that is fair, balanced and free of commercial bias. Exhibitors may not influence the content for CME sessions. As part of the ACCME Guidelines for Commercial Support, there must be clear separation between continuing medical education and any commercial promotional activities. As such, promotions referencing or linking to CME presentations at the Symposium is prohibited, including mention of session titles, faculty names, etc.

**EXHIBIT TIMES:** 7:00 a.m. - Noon on Friday, August 19, Saturday, August 21 and Sunday, August 22

**SET UP:** Thursday, August 18, between 3:00 p.m. - 6:00 p.m.

**TEAR DOWN:** Sunday, August 22, AFTER 10:30 a.m.

### MEDICAL EQUIPMENT/PRODUCT DISPLAY

Exhibitors may display medical equipment and/or products that they manufacture. Medical equipment (e.g., energy-based devices) are to be displayed only, i.e., not operated in the exhibit hall.

### REGISTRATION & BADGES

All representatives of exhibiting firms must register by July 9, 2022 and wear their Symposium badge while working in the exhibit hall; company badges will not be accepted in lieu of the official badge.

### USE OF CONTROVERSIES & CONVERSATIONS AND/OR ASDS NAME, INSIGNIA, LOGO OR ACRONYM

The Controversies & Conversations and ASDS names, insignias, logos and acronyms are proprietary marks and may not be used in signs, advertising, or promotions in any media or product literature either inside or outside of the exhibit area unless prior written approval has been received from the conference organizers.

### SUPPORTER/EXHIBITOR FUNCTIONS & MEETING SPACE REQUESTS

The Symposium strictly prohibits the scheduling of supporter or exhibitor events at times that conflict with the Symposium's educational program, exhibit hours, and social activities. All functions must be approved by the Symposium organizers in advance. There is a limited amount of ad boards permitted at select times. Please contact Controversies staff to reserve your ad board.

### FDA REGULATIONS

Exhibitors must abide by all applicable Food and Drug Administration (FDA) regulations, including but not limited to any or all approved requirements. Exhibitors are reminded that the FDA prohibits the advertising or other promotion of investigational or unapproved drugs or devices. Products that are not FDA-approved for a particular use in humans or that are not commercially available in the U.S. will be permitted to 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. The FDA forbids the promotion of approved drugs or devices for unapproved uses. In

addition, under FDA rules, the background of the exhibit must show the generic name of any product featured.

**ADVERTISING & PROMOTIONS** Exhibit items, advertising literature or pamphlets that are distributed may contain only recognized indications and claims. Advertising materials cannot be distributed outside the exhibitor's booth. This applies to distributing fliers, handbills, invitations, magazines or other advertising materials to hotel rooms of the Symposium attendees.

**GIVEAWAYS TO PHYSICIANS** The American Medical Association (AMA) has adopted guidelines governing gifts to physicians from industry. These guidelines have been adopted by ASDS and other medical organizations and by the Pharmaceutical Manufacturers Association. Gifts must be of minimal value, practice-related (related to the physician's work) and entail a benefit to patients.

**SELLING OF PRODUCTS OR SERVICES** There are to be no retail sales on the show floor resulting in the exchange of currencies.

**LIABILITY AND SECURITY** Exhibitors must make provisions for safeguarding their display and property at all times. The exhibitor is responsible for all liability, losses, claims, and damages relating to any injury, death, or damage to property (including within the conference property), however occurring, arising from the acts of the exhibitor, his or her employees, agents, licensees, or contractors. The exhibitor agrees to indemnify and hold harmless the ASDS and the Controversies & Conversations organizers from and against any and all liability, losses, claims, and damages that may arise from or be asserted in connection with the foregoing undertaking and responsibilities of the exhibitor.

**CANCELLATION POLICY** Refunds, less a \$500 administrative fee, will be allowed for cancellations received, in writing via email to [ltusinski@samiworks.net](mailto:ltusinski@samiworks.net) or [controversiesinfo@samiworks.net](mailto:controversiesinfo@samiworks.net), on or before June 30, 2022. After that date no refunds will be permitted.

**TERMS AND CONDITIONS** As a condition for exhibiting, each exhibitor shall agree to observe all stated policies in this agreement. The Controversies & Conversations organizers reserve the right to refuse exhibit space to any applicant at its sole discretion. By the act of participating as exhibitors we acknowledge and agree to the provisions set forth in this letter for the Controversies Symposium August 19-22, 2022.