



## Mid-Atlantic Section of the American Urological Association

68<sup>th</sup> Annual Meeting || Nemacolin Woodlands || Farmington, PA

September 23-26, 2010

# INDUSTRY INFORMATION SHEET

### EXHIBIT HOURS\*

Thursday, September 23 5:30 p.m. – 7:30 p.m.\*\*  
Friday, September 24 7:00 a.m. – 3:45 p.m.  
Saturday, September 25 7:30 a.m. – 11:10 a.m.

\*Times subject to change based on final program.

\*\*Reception in Exhibit Hall

### EXHIBIT DETAILS

The Exhibit Hall is located in Marquis Ballrooms 1 & 2 and Marquis Foyer adjacent to the Scientific Sessions in Marquis Ballrooms 3 & 4. This year, we will once again offer both booth and table top display spaces.

**10'x10' BOOTH** space will include:

Side and back drape  
1 - 6' x 20" draped table  
2 –chairs

**TABLE TOP** exhibit space will include:

1 - 6' x 20" draped table  
2 –chairs

Standing equipment in table top exhibit spaces, such as lithotriptors, will be permitted provided it fits in the 6' x 30" space. In most cases this would preclude the use of the 6' x 30" table. Should equipment be larger than table top exhibit space reserved, that equipment will not be allowed to be displayed. Companies bringing in standing equipment must notify Show Management in writing, prior to the meeting.

### EXHIBIT REGISTRATION

All exhibit personnel must be registered and employed by the Exhibitor or have a direct business affiliation. Each registered exhibitor will be issued an exhibitor badge. Each company is allotted three (3) badges per table top purchased. Additional badges are \$100. The Exhibitor Registration form is in the online service kit.

Please return your registration form **NO LATER THAN August 23, 2010**. Changes may be made at no charge until September 12 after this date changes must be made on-site at a charge of \$25 per badge. Additional registrations over the 3 badge allotment will be assessed a \$100 per badge charge, payable before or at the time of registration. Refunds will not be issued for unclaimed badges.

### INSTALLATION

The exhibit hall will be available for set-up from 11:00 a.m. - 4:30 p.m. on Thursday, September 23. All exhibits must be set by 4:30 p.m. without exception. Assembly of exhibits during regularly scheduled exhibit hours will not be permitted.

### FUNCTIONS EXHIBITORS ARE INVITED TO ATTEND

#### Thursday, September 23<sup>rd</sup>

**Welcome Reception** 6:00 p.m. – 7:30 p.m.  
Exhibit Hall

#### Friday, September 24<sup>th</sup>

**Cont. Breakfast** 7:00 a.m. – 7:30 a.m.  
Exhibit Hall

**Coffee Break** 9:00 a.m. – 9:30 a.m.  
Exhibit Hall 3:15 p.m. – 3:45 p.m.

**Themed Reception** 6:00 p.m. – 10:00 p.m.

All badged exhibitors are invited to attend the Themed Reception. Please make sure to wear your badges at all time, you will need them to attend the reception.

#### Saturday, September 25<sup>th</sup>

**Cont. Breakfast** 7:30 a.m. – 8:30 a.m.  
Exhibit Hall

**Coffee Break** 10:40 a.m. – 11:10 a.m.  
Exhibit Hall

**President's Reception** 6:00 p.m. – 10:00 p.m.

Two tickets will be given to each space purchased by a company and additional tickets are available for \$100 each. They may be purchased on site at registration.

### PROGRAM BOOKS

One program book will be provided to each company at registration.

### DISMANTLING

All exhibits must remain intact until the official closing time of 11:10 a.m. on Saturday, September 25, 2010, and may not be dismantled or removed, in whole or in part, before that time. After the close of exhibits, all material must be removed no later than 2:00 pm.

### SHIPPING INSTRUCTIONS

Stetson Exhibits is the official contractor and drayage company.

Shipments delivered to the Warehouse must arrive between August 16 and September 15<sup>th</sup>. Any materials received outside of these dates will incur a 25% surcharge per CWT.

### Warehouse Shipping:

Exhibit Company Name, Booth #  
c/o Stetson Convention Services  
2900 Stayton St.  
Pittsburgh, PA 15212



**Mid-Atlantic Section of the American Urological Association**

*68<sup>th</sup> Annual Meeting || Nemaocolin Woodlands || Farmington, PA*

*September 23-26, 2010*

Direct Shipments to the Hotel will ONLY be received starting on September 20, 2010. Any packages or boxes larger than a combination of 500 pounds must be stored at the Stetson Expo Warehouse and will incur a material handling fee.

**Return Shipping:** Stetson can assist with outbound shipping.

**Direct Shipping:**

MAAUA 2010

Attn: Receiving Department

c/o Stetson Convention Services

Company Name / Rep Name

CSM: Ashley Riebel

Sept 23-26, 2010

1001 Lafayette Drive

Farmington, PA 15437

**MA-AUA ONSITE CONTACT**

Stan Alger, Executive Director

Jill West, Meeting Manager

Taylor Shockley, Meeting Coordinator

Jennifer Gecawicz – Exhibits Coordinator

**MA-AUA Contact Information**

Mid-Atlantic Section of the

American Urological Association

900 Cummings Center, Suite 221-U

Beverly, MA 01915

978-927-8330 Telephone 978-524-0498 Fax

Email: [jgecawicz@prri.com](mailto:jgecawicz@prri.com) Website: [www.maaua.org](http://www.maaua.org)