



43RD ANNUAL MEETING

THE SOUTHERN ASSOCIATION
FOR VASCULAR SURGERY

JANUARY 23-26, 2019

BOCA RATON HOTEL

Boca Raton, Florida

EXHIBITOR INFORMATION SHEET

EXHIBIT HOURS*

Wednesday, January 23

Welcome Reception

LOCATION:

No Exhibit Hours

7:00 pm – 8:30 pm (Exhibitors Invited)

Garden Pool

Thursday, January 24

Continental Breakfast

Coffee Break

Cocktail Reception

7:00 am – 11:00 am

7:00 am – 8:00 am

10:05 am – 10:35 am

6:00 pm – 7:00 pm

Friday, January 25

Continental Breakfast

Break

6:30 am – 11:00 am

6:30 am – 7:30 am

9:00 am – 9:30 am

Saturday, January 26

Continental Breakfast

Break

6:30 am – 11:00 am

6:30 am – 7:30 am

10:00 am – 10:30 am

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

EXHIBIT DETAILS

The exhibits will be located in the Great Hall North, next to the scientific session room, which is located in the Great Hall South.

TABLE TOP exhibit space will include:

- ✓ 1 6' x 30" skirted table top
- ✓ 2 chairs
- ✓ Use of contracted space
- ✓ Daily cleaning
- ✓ Two registrations
- ✓ Listing in Program Guide

Standing equipment in table top exhibit spaces 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. Equipment larger than the table top exhibit space will not be allowed to be displayed unless the company purchases additional space. Companies bringing in standing equipment must notify Show Management in writing, prior to the meeting.

EXHIBITOR REGISTRATION

Wednesday, January 23

6:30 am – 6:30 pm

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 two (2) badges per table top or booth purchased. Additional badges are \$100. *Refunds will not be issued for unclaimed badges.*

INSTALLATION

The exhibit area will be available for set-up from 1:00pm – 5:00pm on Wednesday, January 23. All exhibits must be set by 5:00 p.m. without exception. Assembly of exhibits during regularly scheduled exhibit hours will not be permitted.

ELECTRICAL AND AUDIO VISUAL NEEDS

Please refer to the Exhibitor Services form in the online service kit for information.

DISMANTLING

Saturday, January 26

11:00 am – 1:00 pm

All exhibits must remain intact until the official closing time of 11:00 am and may not be dismantled or removed, in whole or in part, before that time. After close of exhibits, all material must be removed by 1:00 pm.

SHIPPING INSTRUCTIONS*

Shipments **must** be received by the hotel no earlier than 5 days prior to the show or Friday, **January 18, 2019**. Packages will be accepted Monday-Friday 7:00 am to 5:00 pm and Saturday-Sunday 7:00 am to 3:00 pm. Please refer to the shipping form in the online service kit for pricing and payment information.

OUTBOUND SHIPPING INSTRUCTIONS*

Outbound shipping must be sealed, labeled, and pick-up must be arranged with your shipping carrier or express carrier service. Any boxes left on the exhibit floor without proper arrangements will not be the responsibility of the hotel.

There is a Fedex Business Center located in the hotel.

SAVS CONTACT INFORMATION

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