

# EXHIBIT & SUPPORT PROSPECTUS

## ACNS FALL COURSES



September 21-22, 2019  
ATLANTA, GEORGIA

## ABOUT THE AMERICAN CLINICAL NEUROPHYSIOLOGY SOCIETY (ACNS)

ACNS is a professional association dedicated to fostering excellence in clinical neurophysiology and furthering the understanding of central and peripheral nervous system function in health and disease through education, research, and the provision of a forum for discussion and interaction.

Founded in 1946 and originally named the American Electroencephalographic Society (AEEGS), ACNS is the major professional organization in the United States devoted to the establishment and maintenance of standards of professional excellence in clinical neurophysiology in the practice of neurology, neurosurgery and psychiatry. ACNS members utilize neurophysiology techniques in the diagnosis and management of patients with disorders of the nervous system and in research examining the function of the nervous system in health and disease.

### ACNS EDUCATIONAL MISSION STATEMENT

#### CONTENT

ACNS is committed to providing continuing medical education to its members and others interested in clinical neurophysiology. Educational objectives include 1) Reviewing current knowledge of clinical neurophysiology including: electroencephalography, evoked potentials, electromyography, nerve conduction studies, intraoperative monitoring, polysomnography and other sleep technology, quantitative neurophysiological methods, magnetoencephalography, sleep disorders, epilepsy, neuromuscular disorders, brain stimulation, brain-computer interfacing, and related areas; and 2) Informing course and meeting attendees of recent technological developments and their implications for clinical practice.

#### TARGET AUDIENCE

The Society's educational activities are directed to clinical neurophysiologists, neurologists, psychiatrists, physiatrists, neurosurgeons, trainees in these disciplines and other physicians and researchers who utilize clinical neurophysiological techniques and knowledge in the diagnosis and management of patients with disorders of the nervous system.

#### EXPECTED RESULT

Attendees will improve competence in clinical neurophysiology procedures and incorporate new technological advancements into their practice.

### ACNS COUNCIL

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**Cecil D. Hahn, MD, FACNS**

Hospital for Sick Children

#### 1ST VICE PRESIDENT

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Duke University Medical Center

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**Jaime R. Lopez, MD, FACNS**

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Children's Hospital Boston

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Councilors-at-Large

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University of Kentucky

**Giridhar Kalamangalam, MD, DPhil, FACNS**

University of Texas

**Jong Woo Lee, MD, PhD, FACNS**

Brigham & Women's Hospital

**Daniel L. Menkes, MD, FACNS**

William Beaumont Hospital

**Eva K. Ritzl, MD, FACNS**

Johns Hopkins University

**Devon I. Rubin, MD, FACNS**

May Clinic

**Sarah E. Schmitt, MD, FACNS**

Medical University of South Carolina

**Tammy Tsuchida, MD, PhD, FACNS**

Children's National Health System

**Courtney J. Wusthoff, MD, FACNS**

Stanford University

#### AMA DELEGATE

**Marc R. Nuwer, MD, PhD, FACNS**

UCLA

#### JOURNAL EDITOR

**Aatif M. Husain, MD, FACNS**

Duke University Medical Center

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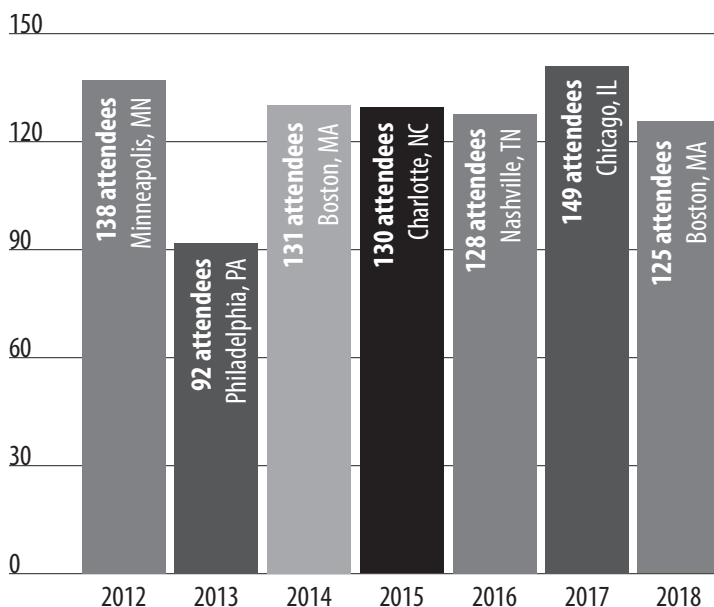
## ABOUT THE FALL COURSES

The 2019 Fall Courses are designed around rapidly-evolving areas of clinical neurophysiology. Few practicing neurologists have adequate training in these techniques, and physicians with competence in these areas in great demand. Educational activities will cover both basic methodologies, and innovative techniques.

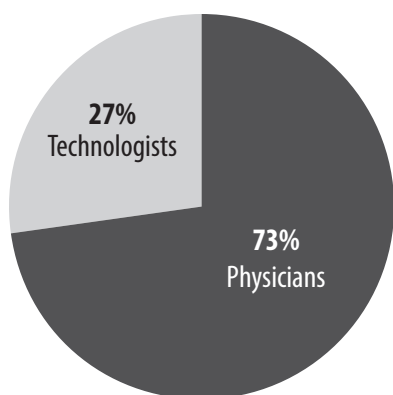
### TARGET AUDIENCE

Clinical neurophysiologists, neurologists, physiatrists, neurosurgeons, technologists, trainees in these disciplines and other physicians and researchers who specialize in clinical neurophysiology.

### PAST ATTENDANCE



### 2018 ATTENDANCE BY TYPE



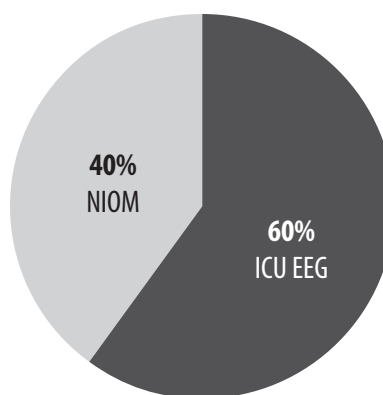
### PAST EXHIBITORS

ABRET & ABCN	mytaMed, Inc.
Blackrock NeuroMed	Natus Neurology
Brain Sentinel Diagnostic Services, LLC	Neuroelectronics
Cadwell Laboratories, Inc.	Neuropace
Carolinas Healthcare System	Neurotech
Compumedics USA, Inc.	Nihon Kohden America, Inc.
CortiCare, Inc.	Persyst Development Corporation
Demos Medical Publishing	PMT Corporation
Electrical Geodesics, Inc.	RhythmLink International, LLC
G.TEC Neurotechnology USA, Inc.	Rochester Electro-Medical, Inc.
Ideal Health Careers, Inc.	Signal Gear, LLC
Ives EEG Solutions	Specialty Care
Lifelines Neurodiagnostic Systems	UCB
Lundbeck	
Mission Health	
Moberg	

### IMPORTANT DATES

Exhibitor Booth Registration Opens	June 1, 2019
Exhibitor Staff Registration Opens	June 1, 2019
Exhibitor Booth Application Deadline	August 15, 2019
Exhibitor Space Cancellation Deadline	August 20, 2019

### 2018 ATTENDANCE BY COURSE



## PRELIMINARY PROGRAM

### SATURDAY, SEPTEMBER 21, 2019

<b>7:00 – 9:00am</b>	<b>Stereo EEG – Part I</b> Co-Chairs: <i>Stephan U. Schuele, MD, MPH, FACNS and Giridhar Kalamangalam, MD, PhD, FACNS</i>	<b>Pediatric/Neonatal EEG</b> Chair: <i>Arnold J. Sansevere, MD</i>
<b>8:45 - 9:20am</b> Breakfast in Exhibit Hall		
<b>9:20am – 1:00pm</b>	<b>ICU EEG - Part 1</b> Co-Chairs: <i>Hiba A. Haider, MD and Sarah E. Schmitt, MD, FACNS</i>	<b>NIOM - Part 1</b> Co-Chairs: <i>Leslie H. Lee, MD, FACNS and Jaime Lopez, MD, FACNS</i>
<b>1:00 – 2:00pm</b> Lunch in Exhibit Hall PRODUCT THEATER OPPORTUNITES AVAILABLE – See page 7		
<b>2:00 – 5:00pm</b>	<b>ICU EEG - Part 1 (continued...)</b>	<b>NIOM - Part 1 (continued...)</b>
<b>5:15 – 7:00pm</b>	NEW for 2019! <b>CPT Coding Changes: EEG Monitoring &amp; Neurostimulation</b> Co-Chairs: <i>Marc R. Nuwer, MD, PhD, FACNS; Jonathan C. Edwards, MD, MBA, FACNS; and Eva K. Ritzl, MD, FACNS</i>	
<b>7:00 – 8:30pm</b>	Welcome Reception in Exhibit Hall	

### SUNDAY, SEPTEMBER 22, 2019

<b>7:00 – 9:00am</b>	<b>Stereo EEG – Part 2</b> Co-Chairs: <i>Stephan U. Schuele, MD, MPH, FACNS and Giridhar Kalamangalam, MD, PhD, FACNS</i>	
<b>8:45 - 9:20am</b> Breakfast in Exhibit Hall		
<b>9:20am – 1:00pm</b>	<b>ICU EEG - Part 2</b> Co-Chairs: <i>Hiba A. Haider, MD and Sarah E. Schmitt, MD, FACNS</i>	<b>NIOM - Part 2</b> Co-Chairs: <i>Leslie H. Lee, MD, FACNS and Jaime Lopez, MD, FACNS</i>
<b>1:00 – 2:00pm</b> Lunch in Exhibit Hall PRODUCT THEATER OPPORTUNITES AVAILABLE – See page 7		
<b>2:00 – 5:00pm</b>	<b>ICU EEG - Part 2 (continued...)</b>	<b>NIOM - Part 2 (continued...)</b>

FOR COMPLETE COURSES, VISIT:  
[www.acns.org/meetings/fall-courses/2019-fall-courses/program](http://www.acns.org/meetings/fall-courses/2019-fall-courses/program)



## GENERAL EXHIBITOR INFORMATION

### MEETING VENUE

JW MARRIOTT ATLANTA BUCKHEAD

3300 Lenox Rd NE

Atlanta, GA 30326

(404) 262-3344

Exhibits are an important part of the educational experience for Fall Course attendees. Breakfast, lunch and coffee breaks will be served in the exhibit hall, which is adjacent to both course session rooms. A reception will also be hosted for meeting delegates on Saturday evening, October 20 in the exhibit hall.

### BOOTH FEES - \$800 PER 6' TABLE

Tabletop exhibits include:

- One (1) 6' draped & skirted table;
- Complimentary registration for one (1) company personnel;
- Acknowledgement in the Fall Courses final program materials and ACNS website;
- Acknowledgement in the winter issue of *Clinical Neurophysiology News*, the official newsletter of ACNS, distributed electronically to the 1,200+ ACNS members and archived to the Members-Only section of the ACNS website.

### EXHIBIT HOURS (SUBJECT TO CHANGE)

SATURDAY, SEPTEMBER 21, 2019

7:00 – 8:00am Exhibitor Move-In

8:30am – 8:30pm Exhibits Open

SUNDAY, SEPTEMBER 22, 2019

8:30am – 2:00pm Exhibits Open

2:00 – 5:00pm Exhibitor Move-Out

### The following times of high traffic are expected:

8:45 – 9:20am	Breakfast
10:30 – 11:00am	Morning Breaks
1:00 – 2:00pm	Lunch
1:45pm & 3:15pm	Afternoon Breaks
7:00 – 8:30pm	Welcome Reception (Saturday only)

### EXHIBIT PERSONNEL REGISTRATION

All exhibitor personnel must be registered. One (1) complimentary registration is provided to each exhibitor. Exhibitor registrations provide access to the exhibit hall and food and beverage functions. Exhibitor staff may attend the courses, space permitting, but may not claim CME credits for attendance at the courses.

Each exhibiting company is allowed additional exhibitor registrations at \$675 per additional individual before September 3, 2019 or \$775 per additional individual onsite.

### CANCELLATION POLICY

Requests for cancellation of exhibit space must be made in writing. Written cancellation requests received before August 20, 2019 will receive a refund, less a \$20 processing fee. Refunds will not be issued after August 20, 2019.

### SERVICE CONTRACTOR

Due to the limited nature of the Fall Courses exhibition, a general service contractor will not be available. Exhibitors are responsible for shipping to and from show site, provision of labor, set-up, removal, etc.

### ELECTRICITY

Electrical drops are not included in the standard exhibit fee. Companies wishing to arrange for electricity to their exhibit table may make arrangements directly with the venue.

### INSURANCE

Each exhibitor is responsible for maintaining insurance against injury to person or damage to or loss of property in such amounts as the exhibitor shall deem adequate. Insurance protection will not be afforded to the exhibitor by ACNS or the hotel.

### LIABILITY & INDEMNIFICATION

The exhibitor will be fully responsible for any claims, liabilities, losses, damages, or expenses, including attorney's fees, relating to or arising out of any loss of injury to, or damage to any person or property of the exhibitor or any other property where such injury, loss or damage is incident to, arises out of or is in any way connected with the exhibitor's participation in the exhibition. The exhibitor shall protect, indemnify, hold harmless, and defend ACNS, its officers, directors, agents or servants, and employees from and against any and all such claims, liabilities, losses, damages, and expenses, including attorneys' fees, provided that the foregoing shall not apply to injury, loss, or damage caused by or resulting from the negligence or willful misconduct of ACNS, its officers, directors, agents, or employees.

### FIRE & SAFETY REGULATIONS

Exhibitors must comply with all federal, state, and local fire building codes that apply to the facility.

### LABOR REGULATIONS

Exhibitors are required to conform to all local labor regulations.

### SMOKING

Smoking is prohibited at the ACNS Fall Courses.

### INTERPRETATION & APPLICATION OF RULES & REGULATIONS

Show management reserves the right to: (a) reject for any reason, without explanation, any exhibit application submitted for the ACNS Fall Courses; (b) reject, prohibit, restrict, or otherwise require modification of any exhibit for any reason; and (c) evict or bar any exhibitor whose exhibit, materials, or conduct is objectionable to show management for any reason. Violation of any regulations on the part of the exhibitor, its employees or agents shall void the right to occupy space, and such exhibitor will forfeit to ACNS all monies which may have been paid. Upon evidence of violation, management may re-enter and take possession of the space occupied by the exhibitor, and may remove all persons and goods at the exhibitor's risk. The exhibitor shall pay all expenses and damages which management may incur thereby.

## **GENERAL EXHIBITOR INFORMATION**

### **EXHIBITOR APPLICATION INFORMATION**

To reserve a table, complete the application and contract for exhibit space and return it with full payment to the ACNS Executive Office. Exhibit space is assigned based on the date the application is received.

### **APPLICATION REVIEW**

ACNS will review all exhibit applications to determine whether they satisfy basic criteria such as: whether the product/services described specifically relate to the practice of clinical neurophysiology, and whether the exhibit is of informational value to Fall Course delegates.

### **PRODUCT/SERVICE DESCRIPTIONS**

Product and/or service descriptions are a required part of the application process. The description will appear under the company name in the final program under the exhibit directory. All descriptions should be in paragraph format, typed and no longer than 100 words. Descriptions longer than 100 words will be edited for length. Descriptions for the final program will be accepted until August 20, 2019. Please attach description to the application or email it to [etrimmer@acns.org](mailto:etrimmer@acns.org).

### **EXHIBITOR RELOCATION**

If it becomes necessary to relocate an exhibitor after a space assignment has been made, ACNS will contact the company involved and every effort will be made to reassign the exhibitor to a similar space.

## ADVERTISING & GRANT SUPPORT OPPORTUNITIES

Gain increased exposure by supporting the 2019 Fall Courses. Your contribution helps support ACNS educational programs and attendee services. In addition to valuable networking opportunities, you will receive the following benefits:

### GRANT SUPPORT

#### Wireless Internet

**\$2,500**

Help Fall Courses delegates stay in touch and informed by providing wireless Internet access. Access to the Internet is available in all public areas of the meeting place for those delegates traveling with their laptops. ACNS will distribute to delegates a card containing log-on instructions and passwords. A single supporter (subject to ACNS approval) will be acknowledged on the cards and in the Final Program.

#### Breakfast

**\$2,000 per day**

Reach all 120+ delegates first thing each morning as they prepare for a day of education. Continental breakfast will be served in the exhibit hall. As a supporter of one of the daily breakfasts, your company will be identified on signage as well as in Final Program materials. If possible, catering stations may be strategically placed in proximity to the supporters' booth.

#### Beverage Break

**\$1,000 per break**

As a supporter of one of the breaks, your company will be allowed to include educational materials in the beverage break areas to draw attendees to your booth and will be acknowledged in the Final Program and on signage in the break area. Both morning and afternoon refreshment breaks will be scheduled.

#### Boxed Lunch

**\$5,000 per day**

Lunches will be provided for delegates in the exhibit hall. As a supporter of the boxed lunches, your company will be identified on signage as well as in Final Program materials. If possible, catering stations may be strategically placed in proximity to the supporters' table.

#### Unrestricted Educational Grant

By providing an educational grant in any amount, your company can help offset Fall Courses expenses, and help keep meeting registration fees low.

### ADVERTISING

#### Final Program Advertising

Advertising space is available in the 2019 Fall Courses Final Program, which is distributed to all delegates upon check-in and posted to the ACNS website in advance of the meeting. The Final Program will contain information on the scientific program, catered functions, program CME and ACNS membership.

##### Inside front cover

**\$1,500**

Your full page ad (designed at supporter's discretion, subject to ACNS approval) will appear just inside the program's cover, opposite the table of contents and is sure to grab delegate's attention.

##### Inside back cover

**\$1,000**

Your full page ad (designed at supporter's discretion, subject to ACNS approval) will appear at the end of the program, opposite notes pages.

Artwork specifications for front and back covers:

- Dimensions: 5 ¾" x 8 ¾" (with bleeds)
- Finish Size: 5 ½" x 8 ½"
- Color: CMYK
- File Format: High resolution (at least 300 dpi); PDF, TIF, JPG or EPS.

#### Notes pages

**\$500 each page**

Place your logo and tagline as the header or footer on a series of blank pages at the back of the program, designed for delegates to take notes on presentations, write down contact information while networking, and to serve as a reference following the meeting.

### PRODUCT THEATERS

**\$7,500**

ACNS will again offer supporters the opportunity to extend their reach outside the exhibit hall with sponsored Product Theaters. Space will be made available to supporters over lunch to more directly reach the Fall Courses audience. Companies may program session content and are responsible for the costs of speakers and materials. Acknowledgement will be made in a special section of the Final Program and on signage outside the session. Sponsored session space is limited and will be sold on a first-come, first-served basis determined by date of receipt of program fees.

Sponsored session support includes:

- Standard classroom set-up;
- Standard meeting room AV, including a laptop, LCD projector, screen, and appropriate microphones/speakers;
- One (1) complimentary registration for a session instructor, including access to the Exhibit Hall and course sessions (not eligible to receive CME credit);
- Catering, to include beverages and snacks on Saturday evening and boxed lunches on Sunday;
- Acknowledgement in the Fall Courses final program materials and ACNS website;
- Acknowledgement in the winter issue of Clinical Neurophysiology News, the official newsletter of ACNS, distributed electronically to the 1,200+ ACNS members and archived to the Members-Only section of the ACNS website.

### FREQUENTLY-ASKED QUESTIONS

#### Who chooses product theater speakers/instructors?

The sponsoring company is welcome to invite the speakers/instructors of their choice, and any number they wish.

- Either company personnel or physicians may serve as instructors.
- Faculty speaking in ACNS-programmed Fall Courses sessions may serve as product theater instructors, as long as they do not receive compensation of any kind from sponsored session supporters.
- Product theater supporters are responsible for contacting chosen instructors to invite them to participate and then to communicate the names of confirmed instructors to ACNS. ACNS will not contact potential instructors and will assume that names submitted have been confirmed in advance.

## ADVERTISING & GRANT SUPPORT OPPORTUNITIES

### Who is responsible for funding speakers/instructors?

- The sponsoring company is responsible for all expenses incurred by their instructors, subject to the company's own internal guidelines and agreements with the instructors.
- ACNS will not pay for instructor expenses, unless the individual is also participating in the Fall Courses.
- Sponsoring companies may not provide compensation of any kind to members of the ACNS-selected program faculty. ACNS will provide for travel expenses and an honorarium for participation in the Fall Courses and prohibits these faculty from receiving additional funding from sponsors.

### PRODUCT THEATER RULES AND REGULATIONS

#### Program Entries

ACNS will include information on the product theaters both on the Fall Courses website in advance of the meeting, and as part of the Final Program distributed to delegates onsite. A "Product Theater Details Form" will be distributed to companies upon confirmation of participation and receipt of the fee. The form includes space for each company to indicate the title and topic of the product theater, the names of the instructors participating, and a brief description of the session. Supporting companies will be responsible for providing specific information on their program no later than August 20, 2019. ACNS cannot guarantee that information received after August 20 will be included in Final Program materials. ACNS highly encourages supporters to submit as much information as possible in advance for inclusion on the website and Final Program. Companies submitting thorough descriptions, including the names of instructors, report significantly higher attendance at similar programs.

### Product Theater Instructor Eligibility

The sponsoring company is welcome to invite the instructors of their choice, and any number they wish, including either company personnel or physicians, provided that they do not provide compensation of any kind to members of the ACNS-selected Fall Course faculty.

### Promotion

Supporters are welcome to promote their sessions using their own contacts or distribution channels in advance of the Fall Courses. However, all promotional materials, including both print and electronic messages, must be approved by ACNS prior to distribution. Please send a draft of the materials to ACNS Erin Trimmer ([etrimmer@acns.org](mailto:etrimmer@acns.org)) for prompt review. Distribution of materials onsite is restricted - flyers may NOT be placed in session rooms or any other part of the meeting space without written consent from ACNS. Flyers may be distributed from a company's own exhibit booth.

In addition, ACNS makes available mailing labels for all ACNS members for a fee. Please contact ACNS Senior Meetings Manager Erin Trimmer ([etrimmer@acns.org](mailto:etrimmer@acns.org)) for more information. Apologies, email lists are not available for purchase.

## BENEFITS OF SUPPORT

### Gold Level Support (\$3,000+)

- Acknowledgement as outlined pertaining to specific grant opportunities chosen;
- Acknowledgement in the Fall Courses final program materials and ACNS website;
- One (1) full-page acknowledgement in the winter issue of *Clinical Neurophysiology News*, the official newsletter of ACNS, distributed electronically to the 1200+ ACNS members and archived to the Members-Only section of the ACNS website.

### Silver Level Support (\$1,000 - \$2,999)

- Acknowledgement as outlined pertaining to specific grant opportunities chosen;
- Acknowledgement in the Fall Courses final program materials and ACNS website;
- One (1) half-page acknowledgement in the winter issue of *Clinical Neurophysiology News*, the official newsletter of ACNS, distributed electronically to the 1200+ ACNS members and archived to the Members-Only section of the ACNS website.

### Bronze Level Support (up to \$999)

- Acknowledgement as outlined pertaining to specific grant opportunities chosen;
- Acknowledgement in the Fall Courses final program materials and ACNS website.



## EXHIBIT APPLICATION & CONTRACT

Deadline for application: August 15, 2019

### ORGANIZATION /CONTACT INFORMATION

Organization: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
Country: \_\_\_\_\_ Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

(all exhibitor information will be sent to the e-mail address specified)

EXHIBIT TABLE APPLICATION # OF TABLES \_\_\_\_\_ X \$800 = \_\_\_\_\_ (TOTAL DUE)

### COMPLIMENTARY EXHIBITOR REGISTRATION

EACH COMPANY IS ALLOWED ONE COMPLIMENTARY REGISTRATION, WITH ADDITIONAL REGISTRATIONS CHARGED AT \$650 PER INDIVIDUAL (UP TO FOUR).

1. Name: \_\_\_\_\_ Email: \_\_\_\_\_  
2. Name: \_\_\_\_\_ Email: \_\_\_\_\_ (\$675)  
3. Name: \_\_\_\_\_ Email: \_\_\_\_\_ (\$675)  
4. Name: \_\_\_\_\_ Email: \_\_\_\_\_ (\$675)

### EXHIBIT DIRECTORY INFORMATION

All information will appear in the Final Program exactly as it appears below.

Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
Country: \_\_\_\_\_ Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Website: \_\_\_\_\_

### PRODUCT /SERVICE DESCRIPTION

Submit, in 100 words or less, a description of the products, equipment, services or facility that will be exhibiting. ACNS reserves the right to edit text to conform to length limit. Description may also be emailed to [etrimmer@acns.org](mailto:etrimmer@acns.org).

### METHOD OF PAYMENT

APPLICATIONS WILL NOT BE PROCESSED WITHOUT PAYMENT AND SIGNATURE

Company Check – Make check payable to American Clinical Neurophysiology Society (in US Dollars, drawn on a US bank)

Credit Card (check one): ☐ VISA ☐ MasterCard

Amount to Charge: \$ \_\_\_\_\_ Card Number: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_ Card Holder Name: \_\_\_\_\_  
Billing Address: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
Card Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### SIGNATURE OF AGREEMENT

PLEASE RETAIN A COPY FOR YOUR RECORDS.

You are hereby authorized to reserve space for the company/organization listed above in the exhibition of the 2019 ACNS Fall Courses, September 21-22, 2019, at the JW Marriott Atlanta Buckhead. We understand that the assigned space will be rented at the rate quoted in the prospectus. We understand further that all space must be paid in full upon completion of the application. If assigned space is not paid for in full at time application is submitted, it may be reassigned to another exhibitor at the discretion of ACNS.

The company agrees to abide by all rules and regulations governing grants set forth in the prospectus, which is made part of this contract by reference and fully incorporated herein. Further, the company agrees to adhere to all ACCME, PhRMA, AdvaMed, FDA, and IRS guidelines regarding development of educational activities, interactions with health care professionals, and disclosure of support, including formal Letters of Agreement and acknowledgement of support to participants in the educational activity.

Print Name: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_

Please return this application with required payment to:

**American Clinical Neurophysiology Society** • Attn: Erin Trimmer • 555 E. Wells Street, Suite 1100 • Milwaukee, WI 53202  
Phone: (414) 918-9803 • Fax: (414) 276-3349 • E-mail: [etrimmer@acns.org](mailto:etrimmer@acns.org)

# ADVERTISING & GRANT SUPPORT APPLICATION & CONTRACT

Deadline for application: August 15, 2019

## ORGANIZATION /CONTACT INFORMATION

Organization: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
Country: \_\_\_\_\_ Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
*(all exhibitor information will be sent to the e-mail address specified)*

- ☐ Wireless Internet \$2,500
- ☐ Breakfast \$2,000 per day  
(circle one) Saturday Sunday
- ☐ Beverage Break \$1,000 per break  
(circle one) Saturday AM Saturday PM Sunday AM Sunday PM
- ☐ Boxed Lunch \$5,000  
(circle one) Saturday Sunday
- Final Program Advertising
- ☐ Inside front cover \$1,500
- ☐ Inside back cover \$1,000
- ☐ Notes pages \$500 each page
- ☐ Product Theater \$7,500  
(circle one) Saturday Sunday
- ☐ Unrestricted Educational Grant \$ \_\_\_\_\_
- TOTAL DUE** \$ \_\_\_\_\_

## METHOD OF PAYMENT APPLICATIONS WILL NOT BE PROCESSED WITHOUT PAYMENT AND SIGNATURE

Company Check – Make check payable to American Clinical Neurophysiology Society (in US Dollars, drawn on a US bank)

Credit Card (check one): ☐ VISA ☐ MasterCard

Amount to Charge: \$ \_\_\_\_\_ Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Card Holder Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Card Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## SIGNATURE OF AGREEMENT

*Please retain a copy for your records.*

You are hereby authorized to reserve the support items for the company/organization listed above with regard to the 2019 ACNS Fall Courses, September 21-22, 2019, at the JW Marriott Atlanta Buckhead. We understand that the selected grants will be charged at the rates quoted in the support prospectus, with acknowledgement as indicated in the support prospectus. Receipt of payment in full constitutes a confirmation of the selected grant. If grants are not paid in full at time application is submitted, items may be sold to another supporter at the discretion of ACNS.

The company agrees to abide by all rules and regulations governing grants set forth in the prospectus, which is made part of this contract by reference and fully incorporated herein. Further, the company agrees to adhere to all ACCME, PhRMA, AdvaMed, FDA, and IRS guidelines regarding development of educational activities, interactions with health care professionals, and disclosure of support, including formal Letters of Agreement and acknowledgement of support to participants in the educational activity.

Print Name: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_

Please return this application with required payment to:

**American Clinical Neurophysiology Society** • Attn: Erin Trimmer • 555 E. Wells Street, Suite 1100 • Milwaukee, WI 53202

Phone: (414) 918-9803 • Fax: (414) 276-3349 • E-mail: [etrimmer@acns.org](mailto:etrimmer@acns.org)



## Exhibitor Order Form - JW Marriott Atlanta at Buckhead

3300 Lenox Road NE, Atlanta GA 30326 - Direct: 404.262.8684

### ALL VENDOR INFORMATION FIELDS REQUIRED

Company Name

Booth #

Company Address

City

State

Zip

Contact

Phone

Email

Set Date

Strike Date

General AV Equipment	Qty	Days	Rate	Total
24" Flat Screen Monitor			\$250	\$0
42" Flat Screen Monitor			\$500	\$0
55" LED Monitor w/ Stand			\$735	\$0
Flipchart Package w/ Markers			\$80	\$0
Power & Equipment				
Dedicated 20A Circuit			\$185	\$0
Dedicated 30A Circuit			\$485	\$0
Power Strip & Extension Cord			\$40	\$0
Office Equipment				
Laptop Computer			\$260	\$0
LCD Support Pkg (No Proj)			\$167	\$0
LCD Projector Package			\$748	\$0
Printer (B&W)			\$190	\$0
Printer (Color)			\$225	\$0
Internet Services				
Simple Wireless Connection			\$30	\$0
Superior Wireless Connection			\$40	\$0
Wired Internet Connection			\$190	\$0

Please email this form to:  
JULIO RODRIGUEZ - SALES MANAGER  
[JRODRIGUEZ@PSAV.COM](mailto:JRODRIGUEZ@PSAV.COM)

Equipment & Services Total	\$0
Labor Set/Strike/Support	\$45
Sub Total	\$45
Tax (8.9%)	\$0.00
<b>TOTAL</b>	<b>\$45.00</b>



### Credit Card Consent Form

PSAV LOCATION NUMBER: 3317 Property Name: JW Marriott Atlanta Buckhead

Credit Card Type: American Express \_\_\_\_\_ Discover \_\_\_\_\_ MasterCard \_\_\_\_\_ Visa \_\_\_\_\_

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

Expiration Date: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_

*(As it appears on credit card)*

Cardholder Billing Address: \_\_\_\_\_ Zip Code (REQUIRED): \_\_\_\_\_

*(Only numeric portion required)*

Cardholder email address: \_\_\_\_\_

Cardholder's Phone Number: \_\_\_\_\_

Customer Name: \_\_\_\_\_

*(Name as it should appear on the invoice)*

Invoice/Order Number(s): \_\_\_\_\_ Customer PO: \_\_\_\_\_

*(If a PO # is not provided use loc # and Order ID XXXX XXXX)*

I, (please print) \_\_\_\_\_, certify the above information to be true and correct to the best of my knowledge. As the cardholder, I am authorizing the above credit card account to be charged for the attached order and any additional amounts incurred as a result of all show site changes ordered by my representatives and/or place my card on file for Security Deposit purposes in the event of payment default, cancellation fees or damages/losses owed per PSAV Terms and Conditions – See Terms and Conditions.

Signature \_\_\_\_\_ Date \_\_\_\_\_





[www.acns.org](http://www.acns.org)

FEBRUARY 5-9, 2020



# 2020 Annual Meeting & Courses

*New Orleans, Louisiana*

THE ROOSEVELT NEW ORLEANS

# *Save the Date*

