

# All About Exhibition

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[EXHIBITION FLOORPLAN- CLICK HERE](#)

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	<b>Inline Booth</b>	<b>Corner Booth</b>
Early Pricing (before Dec 31, 2024)	€ 660 per sqm	€ 705 per sqm
Late Pricing (after Jan 1, 2025)	€ 725 per sqm	€ 775 per sqm

Space only rental does not include any furniture, electrical usage or stand cleaning. All these services and others will be available to order in the Exhibitors' Technical Manual.

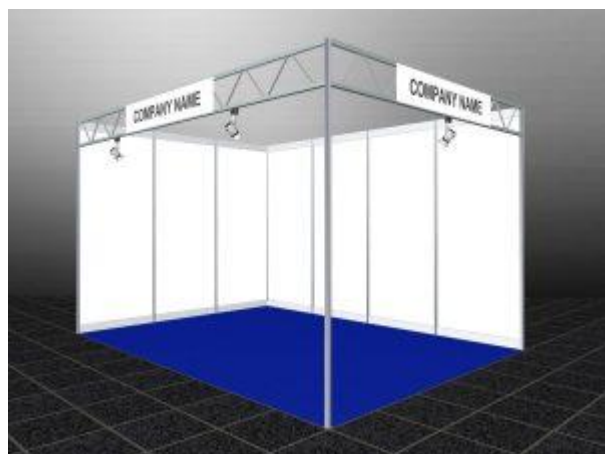
## Exhibit Space

Fees for exhibit booth space include the following:

- Assigned exhibit space
- Booth number identification
- Complimentary exhibit booth listing on ISAKOS Congress mobile app
- Two complimentary exhibitor representative badges for each 3m x 3m booth (if provided by March 20, 2025)
- Access to hotel information and reservations through the ISAKOS website
- Access to scientific sessions, if space permits

## Shell Scheme Booths

Please note, for all booths 12 sqm or less in size, it is mandatory to order a Shell Scheme structure and carpet via the Exhibitor Technical Manual.



## Additional Benefits

When you exhibit your company will receive the following additional benefits:

- Company logo on Congress Website and Mobile App, as an Exhibitor prior to the Congress.
- Listing and profile in the Final Program.

**Note:** If you are planning to have a joint booth with another company, a co-exhibitor fee of **1,500 €** applies.

## Exhibitors Badges Rules & regulations

### ALLOCATION OF EXHIBITION SPACE

Space Allocation will be made on a “first come, first served” basis. Once you click, “Book Now” you will receive an online booking form. Please complete the information and send it to confirm your booking. Upon receipt of the Exhibition Booking Form and Contract, space will be confirmed and an invoice will be sent. Please note that three alternative booth choices should be clearly indicated on the application form. Space allocations will be made in the order in which application forms with payment are received.

### ACCESS TO OTHER EXHIBIT BOOTHS

**Exhibitors are not allowed to enter other exhibitor booths, unless invited. This is in respect of the rights of all exhibitors to conduct business during the exhibition hours without interference or improper intervention. ISAKOS, its representatives and employees, shall have free access to any exhibit at all times.**

Any efforts to photograph, video, or remove displayed instruments in an exhibit, or to visit an exhibitor’s booth to engage or lure away customers of another company, will not be tolerated at ISAKOS 2025. Anyone found to be engaging in such activity will be promptly removed from the ISAKOS Congress and banned from re-entry to the meeting and future ISAKOS events.

### EXHIBITOR REGISTRATION

All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. Two exhibitor badges will be given for the first 9sqm booked and one additional for each 9sqm after. Any additional exhibitors will be charged an exhibitor registration fee. Companies can purchase a maximum number of exhibitor registrations as follows:

### EXHIBITOR REPRESENTATIVE BADGE

€ 949	(January 1-March 31, 2025)
€ 1149	(After March 31, 2025)

Exhibitor registrations allow access to the exhibition area only and shall be used by company staff only. An exhibitor registration form will be included in the Exhibitor’s Manual.

## **EXHIBITOR ACTIVITIES**

Exhibitors must receive permission to hold any educational or social event (of any kind) taking place in Munich, Germany during the ISAKOS Congress dates (June 8-11, 2025). Please complete the [Exhibitor Activities form](#) located in the Exhibitor Service Manual and submit it to the ISAKOS Exhibit Manager by February 1, 2025. It is the responsibility of the exhibitor to ensure that all company personnel or third party agents that are involved in meeting or travel arrangements are aware of, and adhere to, the ISAKOS rules and regulations contained in the ISAKOS Exhibit Prospectus. Those relevant to meeting space or exhibitor events taking place outside of the exhibitor booth space are provided for your reference. Any exhibitor planning to hold an event or function that will take place outside of their assigned exhibit booth space during the ISAKOS.

## **EXHIBITORS' TECHNICAL MANUAL**

An Exhibitors' Technical Manual outlining all technical aspects of exhibiting will be available approximately 3 months prior to the Congress. It will include the following:

- Technical details about the Venue
- Final exhibition details and information
- Contractor details
- Services available to exhibitors and order forms

## **INSERT AND DISPLAY MATERIALS**

- Please note that all materials entering the venue incur a handling charge. This includes materials for inserts and display.
- In order to receive a price quote for handling and to assure arrival of your materials, please be sure to complete the "Pre-Advise" form included in the shipping instructions when you receive either the Exhibition or Symposia Technical Manuals.

## **SITE INSPECTIONS**

Exhibitors and Supporters are welcome to visit the Conference venue at their convenience. Please contact the venue directly to arrange this.

## **EXHIBITOR LOGO & PROFILE**

You can submit your logo and company's profile, read important exhibitor information and complete orders for your stand on the Kenes Exhibitors' Portal. The Exhibition Manager will contact you with the link to the Exhibitors' Portal, including your personal login details.

## **EXHIBITION TERMS & CONDITIONS**

The Terms and Conditions of exhibiting are included in the Online Prospectus and can be found here ([TERMS AND CONDITIONS.pdf](#)). Please note that signing of the BOOKING FORM AND CONTRACT indicates acceptance of these Terms and Conditions. The Exhibition Booking Form will be held as a valid liable contract, by which both parties will be bound. An exclusive handling agent will be designated to ISAKOS 2025. The exclusivity of an agent for the handling needs of conferences refers specifically to work inside the venue. Exhibitors may use their own couriers up to the venue door and from outside of the venue door at the end of the conference. This organisational decision has been made for the safety and efficiency benefits to exhibitors and for the successful flow of the conference.

## **FDA COMPLIANCE**

The following are signs that should be displayed if products are not FDA approved:

- This device is not cleared by the FDA for distribution in the United States.
- This device is a Class III device which is limited by Federal law for investigational use only.
- This device is a Class II device which is cleared for marketing use only.

Additionally, to remain within the limitations of the FDA's Guidelines on Notices of Availability, any investigational product that is graphically depicted on a commercial exhibit should:

- Contain only objective statements about the product
- Contain no claims of safety, effectiveness or reliability
- Contain no comparative claims to other marketed products
- Exists solely for the purpose of obtaining investigators
- Be accompanied by directions for becoming an investigator and a list of investigator responsibilities
- Contain a statement: "Caution-Investigational Device-Limited to Investigational Use" (or similar statement) in prominent size and placement.

These signs are required to be placed next to the product display and the exhibitors must also have a letter from the FDA describing the allowable status of the product or products at their booth at all times.

For more information, go to [www.fda.gov](http://www.fda.gov).

## **PROMOTIONAL ACTIVITIES**

All demonstrations or instructional activities must be confined to the limits of the exhibition stand. Advertising material and signs may not be distributed or displayed outside the exhibitor's stands. Sound equipment must be regulated and directed into the stand so that it does not disturb neighbouring exhibits. Exhibition Management reserves the right to require the exhibitor to discontinue any activity, noise or music that is deemed objectionable.

Further details will be included in the Exhibitors' Technical Manual.

## **IMPORTANT DATES**

Exhibitor Service Manual Available Online November 1, 2024

Exhibit Application and Payment Due      January 1, 2025

## **FAQ**

### **When is the exhibit floor open for attendees?**

Sunday, June 08	09:00-15:45
Sunday, June 08	17:30-19:00 (Opening Reception)
Monday, June 09	09:00-15:45
Tuesday, June 10	09:00-15:45
Wednesday, June 11	09:00-15:45

**What are the program hours for the ISAKOS Congress?**

Sunday, June 08	07:00-17:30
Monday, June 09	07:00-17:00
Tuesday, June 10	07:00-17:30
Wednesday, June 11	07:00-17:00