February 2020

Dear Prospective Exhibitor:

On behalf of the California Society of Plastic Surgeons (CSPS), we wish to extend an invitation to exhibit at the CSPS 70th Annual Meeting. As CSPS is the nation’s largest state society, exhibiting at the CSPS Annual Meeting is an excellent opportunity to promote your company’s products and services to a highly select and influential group of plastic surgeons. Our meeting pattern is from Friday to Monday. We anticipate 250 Board Certified Plastic Surgeons, Residents, Medical Students, office staff and spouses in attendance at the meeting.

**Location of the 2020 CSPS Annual Meeting:**
The 70th CSPS Annual Meeting will take place at the **The Pendry San Diego Hotel – May 22-25, 2020**. The Pendry Hotel San Diego is located downtown in the heart of the Historic Gaslamp Quarter. The Pendry San Diego is near blocks dozens of bars and eateries, vibrant nightlife, beaches, shopping, and more. San Diego International Airport is 4.2 miles away from the Pendry Hotel (roughly a 10 minute car ride, depending on traffic). Please mark your calendars for our upcoming CSPS Annual Meeting!

**NEW EXHIBIT Opportunities:**
For the 2020 CSPS Annual Meeting, we are offering table-top exhibits to include a 6.5’ x 2’ draped table and two (2) chairs. This is all included in your Exhibit Registration Fee. Shipments/Electrical/WiFi will all be handled directly with the Pendry Hotel - **this will save your Company money** by going through the Pendry and not having to go through an exhibitor drayage company.

**Premier Partnership Information:**
This year the CSPS is excited to offer, for the first time, four (4), “Premier Partnership” opportunities. For those who are **Premier Partners**, the CSPS has reserved the four (4) “FACE” prominent location exhibit space. The exhibit space includes a couch, two comfy chairs and more space! (Separate fee applies for the tabletop exhibit space).

In addition, your company will also receive many additional incentives as listed in the attached [CSPS Partner, Advertising, Marketing, Grant & Exhibiting Opportunities Form](#)

The CSPS has many other Partnership opportunities and we encourage you to become a Partner for the 70th CSPS Annual Meeting.

**Partnership Opportunities**

- **PREMIER PARTNER:** $20,000  
  [Only Four (4) Available]
  - **GOLD:** $10,000
  - **BRONZE:** $7,500

**Additional Partnership Opportunities:**
Companies who submit their Exhibitor Agreement and Partner form by February 4, 2020 will be eligible for prime exhibit space and special partner opportunities. **NOTE:** “Partnerships” DO NOT include the cost of the tabletop. Fees for tabletop displays must be paid separately.
If you would like to become a 2020 Partner, please complete the attached CSPS Partner, Advertising, Marketing, Grant & Exhibiting Opportunities form & return it with your Exhibitor Agreement via fax (510) 243-1663 or email: cspsoffice@att.net

**Reservation Information:**
The Pendry Hotel is located at 550 J Street, San Diego, CA 92101. The CSPS negotiated a room rate of $229+/+per night.

THE PENDRY HOTEL SAN DIEGO ROOM RESERVATION NUMBER: (619) 738-7000

You can make Online Reservations through CSPS’ website (CLICK HERE TO ACCESS CSPS WEBSITE) at and click on The PENDRY HOTEL SAN DIEGO (CLICK HERE TO ACCESS HOTEL RESERVATIONS)

**ROOM RATES: $229.00**

**Room Rate: $229/night +. All room rates are quoted exclusive of 10.5% Transient Occupancy Tax (TOT) and 2% Tourism Marketing District (TMD) assessment and .298% California Tourism Assessment, which are subject to change without notice.**

To receive the convention room rate, reservations must be made under the CSPS Group Code name:

CSPS2020

or CALIFORNIA SOCIETY OF PLASTIC SURGEONS

Rooms are limited, so we encourage you to make reservations early.

**Parking at The Pendry Hotel San Diego:** Daytime Valet Parking is $25.00 total per car, per day. Overnight Valet Parking is $35.00 total, per car, per day.

**Opening Reception:**
This year’s Opening Reception will take place in the Exhibits and is scheduled for the evening of Saturday, May 23rd. There will be plenty of food, drink, entertainment and most importantly, TRAFFIC. This is another great opportunity to promote your company’s name services and product(s).

**President’s Dinner:**
The President’s Dinner [private event] will be held on Friday, May 22nd at the Provisional Restaurant at the Pendry. For those companies who are Partners at the Premier level will be given two (2) tickets to the event. For those who Partner for a dedicated station will also receive one (1) ticket for the event. [Limited to four (4) Partners].

**President’s Reception & Awards Ceremony:**
The President’s Reception & Awards Ceremony will be in held on Sunday, May 24th, at 6:30 p.m. in the Oxford Club at the Pendry. For those companies who are Partners at the Premier, Gold or Bronze level will be given two (2) tickets to the event. For those who Partner for a dedicated station will also receive one (1) ticket for the event. [Limited to four (4) Partners].

**Continental Breakfasts/ Coffee Breaks/Lunch Break:**
All continental breakfasts, coffee breaks, and lunches will be served in the Exhibits at The Pendry Hotel with the meeting’s attendees in the Exhibit area on Saturday, May 23rd & Sunday, May 24th, 2020 just prior to the closing of the Exhibits.

Please contact the CSPS Executive Office at (510) 243-1662 if you have any questions or need additional information. We look forward to hearing from you and hope to welcome you to the CSPS 70th Annual Meeting!
PARTNER, ADVERTISING, MARKETING, GRANT & EXHIBITING OPPORTUNITIES

We encourage you to become a “Partner” by supporting our 70th Annual Meeting. By becoming a “Partner”, you will be recognized at the CSPS Annual Meeting, its upcoming Newsletters, be listed in the 2020 CSPS Program & CSPS Directory, CSPS Website and receive other incentives.

Depending on your level of Partnership, you may also be entitled to many additional benefits as follows: (Partnerships do NOT include a tabletop exhibit. If your company wishes to exhibit at the CSPS Annual Meeting, your company must register as an exhibitor and pay applicable fees for a tabletop display):

LEVELS OF PARTNER SHIP

(Please indicate your company’s Partnership level below and return this with your Exhibitor Agreement Form and payment)

- **PREMIER PARTNERSHIP: $20,000 [ONLY (4) AVAILABLE]**
  Entitles your company to the following:
  - “Face” tabletop space - tabletop exhibitor fees still apply
  - Special Recognition on the CSPS Channel Broadcast in room block hotel rooms
  - A 4-color advertisement in the 2020 Directory (a savings of $5,000 - all advertisements are subject to CSPS’ approval prior to placement)
  - Special recognition in the CSPS Annual Meeting Program Materials
  - Two (2) tickets to the: President’s Dinner [private event] & the President’s Dinner & Awards Ceremony
  - Registration Bag “Stuffer” (limited to (1) flyer [not to exceed 8’’x10’’]) or a (1) - day Door-Drop (materials to be provided by your Company)
  - (1) time use for a mailing to CSPS’ database
  - Access to, and use of, the Pool Super Cabana Suite (stipulations apply)
  - Access to CSPS Meeting Space for your Company to have a Program (stipulations apply)

- **GOLD - $10,000**
  Entitles your company to the following:
  - A 4-color advertisement in the 2020 Directory (a savings of $5,000 - all advertisements are subject to CSPS’ approval prior to placement)
  - Special Recognition on the CSPS Channel Broadcast in room block hotel rooms
  - Two (2) tickets to the President’s Dinner & Awards Ceremony
  - Special recognition in the CSPS Annual Meeting Program Materials
  - Registration Bag “Stuffer” (limited to (1) flyer [not to exceed 8”x10”] or a one-day Door-Drop (materials to be provided by your Company)
  - (1) time use for a mailing to CSPS’ database
  - Access to, and use of, the Pool Super Cabana Suite (stipulations apply)
  - Access to CSPS Meeting Space for your Company to have a Program (stipulations apply)

- **BRONZE - $7,500**
  Entitles your company to the following:
  - A 4-color advertisement in the 2020 Directory (a savings of $5,000-all advertisements are subject to CSPS’ approval prior to placement)
  - Two (2) tickets to the President’s Dinner & Awards Ceremony
  - Special recognition in the CSPS Annual Meeting Program Materials
  - Registration Bag “Stuffer” (limited to (1) flyer [not to exceed 5”x7”] provided by your company)
  - (1) time use for a mailing to CSPS’ database
  - Access to, and use of, the Pool Super Cabana Suite (stipulations apply)
  - Access to CSPS Meeting Space for your Company to have a Program (stipulations apply)
ADDITIONAL PARTNER, MARKETING & ADVERTISING OPPORTUNITIES

- **PRESIDENT’S Dinner $5,000** (Friday, May 22nd at the Provisional Restaurant at the Pendry - Private Event-Four (4) Available)
  - Includes a dedicated “food-station” for your company + one (1) ticket to the event

- **PRESIDENT’S Dinner & Awards Dinner $5,000** (Sunday, May 24th at the Oxford at the Pendry - Four (4) Available)
  - Includes a dedicated “food-station” for your company + one (1) ticket to the event

- **CSPS ANNUAL MEETING PROGRAM/DIRECTORY ADVERTISEM ENT $5,000**
  - If your Company would like to advertise in the 2020 CSPS Annual Meeting Program and Directory, the fee for a 4-color full-page advertisement is $5,000.

Please contact the CSPS Executive Office for more information (510) 243-1662.

Note: The CSPS, as a CME provider, strictly adheres to all of ACCME’s compliance rules and regulations in relation to Commercial Support.
The California Society of Plastic Surgeons

EXHIBITOR PROSPECTUS

CSPS 70th Annual Meeting
May 22 – 25, 2020
The Pendry Hotel-San Diego
**Exhibit Rules and Regulations**

**Installation & Operation of Exhibits**

Installation:  
Friday, May 22, 2020  
2:00 p.m. – 4:00 p.m.

Dismantle:  
Sunday, May 24, 2020  
2:30 p.m. – 5:00 p.m.

Tentatively, the exhibits will be open as follows:

- **Saturday, May 23, 2020**  
  7:30 a.m.–2:00 p.m.  
  Lunch & Exhibits (tentative)  
  1:00 p.m.  
  Opening Reception  
  5:30 p.m.–7:00 p.m.

- **Sunday, May 24, 2020**  
  7:30 a.m.–2:30 p.m.  
  Lunch & Exhibits (tentative)  
  12:45 p.m.

The Opening Reception is currently scheduled to take place in the Exhibits from 5:30-7:00 p.m. on Saturday, May 23, 2020. The CSPS will host two (2) lunches with the meeting attendees and the Exhibiting Companies in the Exhibit Hall.

During the breaks the airwalls will be opened between the Exhibit Spaces.

*A representative must be present during these hours. No exceptions can be made to the installation and dismantle times.*

**Delivery & Shipment of Materials**

Exhibitors agree to ship and store materials at their sole risk and expense. All exhibitor shipments should be prepaid, and you will be able to send them to the Pendry Hotel in advance. Boxes can be received no more than 3 business days in advance of the event. [Please click here to download the Pendry's Exhibitor Form](#) for more detailed information, including box handling fees, shipping notes, and AV needs (including electrical).

**Construction of Exhibits**

Exhibits consist of Tabletops only (no booths). Tabletops will consist of one draped table (6.5’ x 2’) and two (2) chairs. A standard identification sign containing the exhibitor’s name will be furnished for each space. The Exhibit Hall is carpeted.

**Subletting Space**

Exhibitors may not sublet nor assign space. Only those products, services, or goods manufactured, distributed or marketed by the exhibitor who contracts for the tabletop may be displayed in the exhibitor’s space.

**Installation and Dismantle**

In the interest of safety, continuity and control, the CSPS appoints The Pendry Hotel as the exclusive on-site contractor. If an individual exhibit chooses to utilize its own Exhibitor Appointed Contractor (“EAC”) to provide any of the non-exclusive services that the Pendry may otherwise perform, the CSPS authorizes the Pendry to enforce the mutually agreed upon policy to prohibit any EAC from working at the Show unless the exhibitor seeking to use the EAC delivers to the Pendry at least 10 days prior to the Show move-in date (i) a written statement setting forth the identity and intended use of the EAC, and (ii) the EAC provides evidence of insurance as required. Complete information will be provided in the Exhibitor Kit that will be provided after the Exhibitor agreement is received by the CSPS Executive Office.

All exhibitor materials must conform to national, state, and local fire and safety codes.

**Exhibitor’s Representative**

An exhibitor will name one person as its duly authorized representative, to have charge of the exhibit, and hereby accepts and assumes all responsibility for such representatives, or alternates, throughout the exhibit period.

Only employees of exhibiting companies may register for the meeting as exhibitors. No more than two (2) representatives are allowed per tabletop at any given time. Any on-site substitutions for previously registered exhibitors must be given to the Registration Desk in writing. Forms will be provided.
There is a $5.00 badge replacement fee for each lost badge. Each exhibiting firm is entitled to one copy of the official program for each tabletop.

**Fire Regulations**

All exhibit material must comply with the fire regulations of the area. Volatile or flammable oils, gases, smoke machines, decorations or artificial flowers made of polyethylene, unprotected photographic films, or other explosive or flammable matter, or any substance prohibited by law or insurance carriers are not permitted on the premises. No exhibit in the exhibit area may have a solid ceiling, whether of heavy construction or fabric, which would restrict the efficiency of the sprinkler system in the exhibit area.

**Conduct of Exhibits**

CSPS reserves the right to approve all exhibits and activities related thereto and may refuse to admit an exhibit or may require that an exhibit be curtailed, if it does not meet the standards herein set forth, if it reflects against the character of the CSPS or its meeting, or if it exceeds the bounds of good taste as interpreted by the CSPS Exhibits Committee. Any questionable exhibit or activity relating thereto should be submitted to the CSPS in advance to avoid unnecessary inconvenience.

Acceptance of an exhibit does not necessarily imply CSPS endorsement of a product or service. Exhibitors may not sell, serve, or dispense food or beverages without the express, written approval of CSPS.

There will be no aggressive solicitation in the aisles outside of the assigned tabletop area.

Violation will constitute grounds for removal of the exhibit without refund.

The exhibitor agrees that all public relations, press and media-related activity engaged in by said exhibitor must be approved and processed through CSPS.

Exhibitors with noisy electrical devices, sound-producing movies, or other devices that prove objectionable to other exhibitors, must agree to keep the noise and/or odor of such devices at an absolute minimum. X-ray equipment may be exhibited, but not operated.

Corrections to exhibits on-site are to comply with these rules will be at the exhibitor’s expense.

**Liability**

The exhibitor assumes full responsibility for damage to its properties or to the building structure of the exhibit hotel or to neighboring exhibits. Reasonable precautions will be taken by CSPS during the official period of installation, showing and dismantling to protect exhibits against ordinary damage or loss by theft. However, neither CSPS nor the exhibit hotel can guarantee or insure exhibitors against loss or damage of any type.

This lease is based on the exhibitor, its agents, and employees who use and occupy the exhibit space, to meet all terms and conditions of the agreement between CSPS and the exhibit hotel regarding the use and occupancy of the exhibit hotel and to all reasonable rules and regulations prescribed by the exhibit hotel.
EXHIBITOR AGREEMENT

California Society of Plastic Surgeons
CSPS – 4269 Valley View Road – El Sobrante, CA 94803 – Phone: (510) 243-1662 FAX: (510) 243-1663
70th CSPS Annual Meeting - The Pendry Hotel San Diego
May 22-25, 2020

NAME ___________________________________________ TITLE ____________________________________________

FIRM ______________________________________________________________________________________________

ADDRESS _________________________________________________________________________________________

CITY ___________________________ STATE ________ZIP _______________________________

PHONE ___________________________ FAX ___________________________

EMAIL ADDRESS: _______________________________ WEBSITE: _________________________________________

NAMES OF SALES REPS ATTENDING: _________________________________________________________________

Preference for tabletop:

☐ 6.5' Tabletop Fee: $2,995 - Please list 6.5' Tabletop preference: 1. ______________ 2. ___________ 3. ________

We do not wish the following exhibitors in close proximity:
______________________________________________________________________________________________________________

Please list how you wish your Company Name to be printed in the program materials along with a brief description of your Products/Services & Contact Information (please also include the phone number/address/email information you want listed in the printed materials, if different from what is listed above):
______________________________________________________________________________________________________________

______________________________________________________________________________________________________________

Our exhibit will involve the following form(s) of equipment, producing high-level noise, odor, or potential hazard.

Check all that apply: ☐ Cutting ☐ Audiovisual ☐ Burning ☐ Other: Please specify:

WE WILL BE PAYING BY CHECK ☐ OR CREDIT CARD ☐

We authorize the CSPS to charge our credit card for exhibit fees and/or advertising/corporate partnership in the amount of: $ _________

NAME AS IT APPEARS ON THE CREDIT CARD:

AUTHORIZED SIGNATURE:

BILLING ADDRESS OF CARD HOLDER: ☐ SAME AS ABOVE–OR: ____________________________________________

CREDIT CARD NUMBER: _____________________________ EXPIRATION DATE: ________

SECURITY CODE (3 or 4 digit number found on the front or back of your card): _________________


CSPS OFFICE USE ONLY

Accepted and agreed to by: ___________________________ Date: ___________________________

Check/Credit Card: ___________________________ Amount: ___________________________ Date: ___________________________

Booth/Tabletop Assigned: ___________________________ Date: ___________________________

PLEASE READ REVERSE SIDE. MAINTAIN A COPY FOR YOUR RECORDS.
1. We agree that there will be a maximum of two company representatives for each of our tabletops present at any given time.

2. We understand and agree that this agreement will not take effect until approved by the California Society of Plastic Surgeons, Inc. (CSPS). The CSPS in its sole discretion has the right not to approve any proposed exhibitor or exhibit which the CSPS feels is not in accordance with the standards and principles of the CSPS.

3. We understand and agree that the exhibit space will be assigned by the California Society of Plastic Surgeons, Inc. (CSPS). Factors to be considered, in order of importance, include: (1) the exhibitor’s record of past participation at the Society’s meetings; (2) the number of tabletops requested; (3) the exhibitor’s requests regarding proximity to other exhibitors; (4) the date on which the agreement and payment were received; (5) the type of equipment to be demonstrated.

4. CSPS reserves the right to relocate tabletops at any time for the overall benefit of the convention.

5. The fee for each tabletop is $2,995.00. We understand the required fee is to be paid as part of the Agreement and should be returned with this form to the California Society of Plastic Surgeons, 4269 Valley View Road, El Sobrante, CA 94803 or by FAX (510) 243-1663 or email: cspsoffice@att.net. No exhibits will be allowed to set-up unless paid in full two weeks prior to the meeting. The exhibitor’s company will be listed in the CSPS Annual Program & CSPS Directory if payment is received before April 1, 2020.

6. We agree that any cancellations must be in writing and that booth fees cannot be refunded unless the cancellation is received in writing prior to April 20, 2020, and that a handling fee of $100 will be deducted from the rental fee. **No refunds will be given after April 20, 2020.**

7. No exhibit application forms will be accepted by the CSPS after May 8, 2020, two weeks before the meeting.

8. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, and defend, and save CSPS, the Pendry Hotel San Diego, the City of San Diego and their employees, agents, and contractors harmless against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney fees arising out of, or caused by exhibitor’s installation, removal, maintenance, occupancy, or use of the exhibit area or a part therefore, excluding any such liability caused by the sole negligence of the CSPS, the Pendry Hotel San Diego, the City of San Diego, its employees and agents.

9. We understand we must maintain sufficient liability insurance that covers all potential problems during the exhibit. In addition, we acknowledge that the CSPS, the Pendry Hotel San Diego, and the City of San Diego do not maintain insurance covering exhibitor’s property and that it is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses by exhibitor.

10. We agree to abide by the RULES AND REGULATIONS for exhibits set forth in the Prospectus for the 2020 CSPS Annual Meeting, which RULES AND REGULATIONS are made a part of this Agreement.

11. This Agreement will be effective upon acceptance by CSPS.
2020 CSPS
70th ANNUAL MEETING

The Pendry Hotel San Diego Diagram
SUBJECT TO CHANGE PENDING APPROVAL OF FIRE MARSHAL

CSPS 70th ANNUAL MEETING
4269 Valley View Road
El Sobrante, California 94803
510/243-1662 FAX 510/243-1663