

### *Sponsor and Exhibitor Information*

The Canadian Biosafety Symposium 2010 enables companies and other organizations involved in biosafety to connect with leaders and decision makers from across Canada's biosafety and biosecurity community. The Symposium provides the venue to feature the availability and value of biosafety products and services, and to gain the attention of people who make the crucial decisions in their selection and procurement.

The event will bring together more than 200 biosafety professionals, biocontainment facility managers and laboratory scientists from government facilities, universities and the private sector. It will feature presentations and posters on an array of biosafety topics, including microbiological techniques, laboratory facilities and equipment, biosecurity measures, and infectious diseases affecting humans and animals. This annual event enables the Canadian biosafety community to learn and share knowledge with colleagues from across Canada and other countries.

**You have the opportunity to become a sponsor, exhibitor and participant in the Canadian Biosafety Symposium. Just fill out and fax back the attached sponsorship form.**

All sponsors will:

- be featured and acknowledged in the Symposium signs, promotional materials, and program, with specific signage and recognition at the event you are sponsoring.
- be given two free conference registrations for your personnel to attend and participate in all Symposium activities, which includes two banquet tickets.
- act with the other sponsors and exhibitors as host of an opening reception in the exhibit area.
- be given booth exhibit display space in close proximity to the events, refreshment areas and social activity of the Symposium.

All exhibitors will:

- be featured in the Symposium program.
- be given one free registration for your personnel to attend and participate in all Symposium events (which include one banquet ticket), and two registrations limited to activities in the booth exhibit area.
- act with the sponsors and other exhibitors as host of an opening reception in the exhibit area.

***Sponsorship Opportunities***

**Gold Sponsor Events (\$7,000)**

- Monday evening dinner
- Monday luncheon
- Tuesday luncheon

**Silver Sponsor Events (\$5,000)**

- Sunday evening reception
- Monday morning breakfast
- Tuesday morning breakfast

**Bronze Sponsor Events (\$3,500)**

- Monday morning coffee/nutrition break
- Monday afternoon coffee/nutrition break
- Tuesday morning coffee/nutrition break
- Tuesday afternoon coffee/nutrition break

**Exhibitor (\$1,300)**



## **Exhibitor Guidelines**

Dear Exhibitor:

The Symposium displays will be set in the West Ballroom, this will allow for maximum exposure of your booth display. The tradeshow will begin on Monday, June 7, 2010, from 6:30pm to 9:00pm during the opening reception. The trade show will continue on Tuesday, June 8, from 7:30 am until 5:00pm and from 7:30am until 3:00pm on Wednesday, June 9, 2010. Attendees will have a chance to visit the displays prior to the opening Keynote, during the breaks, at lunch and before the banquet reception.

The following times are guidelines for set up and take down of booths and materials.

**Set up** **Monday, June 7, 2010**  
**2:00pm – 4:00pm**

On-site, an exhibitor registration table will be located at the main entrance of the West Ballroom. At this location, Planners Plus will provide you with your booth location, name tags and any other pertinent information. Each draped exhibit booth will include one decorated table and 2 chairs. If you require an internet connection or electrical outlet please contact [sonya@plannersplus.ca](mailto:sonya@plannersplus.ca) as additional charges may apply.

**Monday, June 7, 2010**  
**6:30pm – 9:00pm**

**Tuesday, June 8, 2010**  
**7:30am – 5:00pm**

**Wednesday, June 9, 2010**  
**7:30am – 3:00pm**

### **Trade show hours**

It is important that trade show exhibitors are on-site and adhere to the times noted for the tradeshow hours. Please take note of the exhibit hours and plan to have a representative in attendance for those times.

**Take down** **Wednesday, June 9, 2010**  
**3:00pm - 5:00pm**

### **Exhibitor Registration**

Each exhibit booth allows for two designated exhibitors (names):

1. \_\_\_\_\_
2. \_\_\_\_\_

### **Symposium Registration**

Each exhibit booth price allows for one free symposium registration (which includes one banquet ticket):

1. \_\_\_\_\_

Organization/Company name: \_\_\_\_\_

Mailing address (street, city, province/state, country, postal/zip code):

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Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email address: \_\_\_\_\_

**Fees** – Your exhibit fees include one 8' X 10' exhibit space, one decorated table and two chairs. **One Symposium registration** is included which will allow access to the displays, seminars, opening reception on Monday, June 7, 2010, and reception and dinner on Tuesday, June 8, 2010. Fees are in Canadian dollars and **include two booth personnel**.

Exhibitor  \$1,300.00

Additional Booth Personnel  \$150.00

Additional Banquet Ticket (for one)  \$80.00 (number of tickets \_\_\_\_\_)

Taxes included in price.

Total remittance: \_\_\_\_\_

**Please indicate your method of payment (payment in Canadian dollars):**

VISA

MasterCard

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

Expiry date: \_\_\_\_\_

Name on card: \_\_\_\_\_

Signature: \_\_\_\_\_

Cheque (payable to "Planners Plus")

**Please note credit card statement charges will appear as Planners Plus.**

Forward payment and exhibitor registration form by **Thursday, April 23rd, 2010** to:

Canadian Biosafety Symposium 2009

c/o Sonya Penner, Planners Plus

115 Briarlyn Road

Winnipeg, MB R3T 6A2

Fax: 204.275-1749

**Cancellation:**

In the event that notification of intent to cancel is received by the exhibit management at least 45 days prior to the opening of the exhibition, all sums paid by the exhibitor, less a service charge of \$60.00 per booth, will be refunded. No refunds will be made after this date.

For additional symposium information or registration please visit our website at [www.icid.com/biosafety](http://www.icid.com/biosafety) or contact Sonya at [Sonya@plannersplus.ca](mailto:Sonya@plannersplus.ca) or call 204-261-7290