

**DUKE PAIN MEETING CANCER PAIN, PALLIATIVE, CARE END OF LIFE  
APRIL 13-15, 2018**

# **EXHIBITOR PROSPECTUS**

## **DUKE PAIN MEDICINE'S**



# **CANCER PAIN, PALLIATIVE CARE AND END-OF-LIFE**

**APRIL 13-15, 2018**

**THE MARY DUKE BIDDLE TRENT SEMANS CENTER  
DUKE UNIVERSITY MEDICAL CENTER  
DURHAM, NORTH CAROLINA**

**JOINTLY PROVIDED BY AND IN COLLABORATION WITH**



**DUKE PAIN MEETING CANCER PAIN, PALLIATIVE, CARE END OF LIFE  
APRIL 13-15, 2018**

**EXHIBIT  
DATES & HOURS\***

**SET-UP**

**FRIDAY, APRIL 13, 2018**

**2:30-3:00**

**SHOW HOURS**

**FRIDAY, APRIL 13, 2018**

**3:00 P.M. – 6:00 P.M.**

**SATURDAY APRIL 14, 2018**

**7:30 A.M. – 4:00 P.M.**

**TEAR DOWN**

**SATURDAY, APRIL 14, 2018**

**4:00-5:00 P.M.**

**\*HOURS SUBJECT TO CHANGE**

**HISTORY**

Following the success of the Pain Addiction and the Law (“PAL”) and Duke Pain Medicine programs over the past 10 years, Duke Pain Medicine and the Pain Society of the Carolinas have identified a need for cancer pain, palliative care, and end of life education for practicing physicians and HCP’s. This program will address issues facing the pain patient and his health care provider.

We are pleased to announce that the 2018 program will address the conditions confronting patients who have cancer as well as those in pain near the end of life. As with PAL, this meeting will attract pain management and family practice physicians with a clinical interest in pain management as well as oncologists, surgeons, pharmacists, physician assistants, nurse practitioners, nurses, therapists, trainees, and healthcare professionals who wish to network and learn about the issues facing both the patient and their practice. We invite you to support and exhibit at the 2018 Duke Pain Medicine meeting.

**ATTENDANCE**

Projected attendance for this program includes an anticipated 150–plus pain management specialists, family physicians, oncologists, primary care, internal medicine, anesthesiologists, orthopedics, physiatrists, neurologists, surgeons, general practitioners, pharmacists, physician assistants, nurse practitioners, nurses, therapists, trainees and healthcare professionals with a clinical interest in cancer pain management, palliative care, and end of life.

**LOCATION**

Situated at Duke University Medical Center in Durham, North Carolina, **The Mary Duke Biddle Trent Semans Center (“Trent Semans Center”)** provides convenient access from all points in the North Carolina Research Triangle and beyond, **The Trent Semans Center** provides an ideal setting for ACCME, AANC, and ACPE accredited continuing education. To encourage optimum interaction, the Exhibit Hall will be located in close proximity to sessions and within the guidelines of ACCME, AANC, and ACPE rules. The Pain Society of the Carolinas 2018 Corporate Members will have priority display placement. The exhibit area will serve as the venue for all refreshment breaks and the Friday Welcome Reception.

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**EXHIBIT INFORMATION – ONLY 20 DISPLAYS AVAILABLE!**

**COST/PAYMENT**

Cost per -Tabletop is \$1,500 which includes:

- (1) 6' table (2) chairs - YOUR DISPLAY MUST FIT ON A 6-Foot TABLETOP.
- (2) Complimentary representative badges – Additional badges may be purchased for \$250.00 each.

A 50% deposit of the contracted space should be forwarded with the Application for Exhibit Space or no later than February 1, 2018. Any remaining balance is due March 15, 2018

*NOTE: The Pain Society of the Carolinas 2018 corporate members receive an additional complimentary representative badge for a total of three (3) badges.*

**REFUNDS AND CANCELLATIONS**

Cancellations received in writing by February 1, 2018 will be subject to a 25% administrative fee. There will be no refunds for cancellations received after February 1, 2018.

**SPACE ASSIGNMENT**

Space will be assigned in the order in which applications with deposits are received. The Pain Society of the Carolinas 2018 Corporate Members are given priority placement. The application deadline is February 1, 2018. Applications received after this date will be on a space available basis. Exhibitors wishing to avoid assignment of space adjacent to a particular competitor should indicate this on their application.

\*The Program Committee reserves the right to alter the Floor Plan at any time without prior notice.

**EXHIBIT SERVICES**

On or about March 15, 2018, the meeting planner will issue a memorandum to registered exhibiting companies. The memorandum will contain all necessary information and order forms including:

- Drayage and shipping
- Labor regulations and rates
- Furniture, display and decorating rentals
- Electrical and telephone service
- Audiovisual and computer rentals

**SHIPPING INFORMATION**

Shipments should be made through The Trent Semans Center and shipping instructions will be included in the exhibitor memorandum

**MAILING LIST**

Each registered exhibitor will receive a pre-registration list approximately 20 days before the meeting, a roster onsite, and a final registration list within 3 days after the meeting. Use of this list will be restricted to a one time only use and information directly related to the meeting.

**BADGE POLICY**

All participants affiliated with exhibits must be registered. Each person will be issued an exhibitor badge and must be employed by the Exhibitor or have a direct business affiliation. Each company is allotted two badges per tabletop purchased. Additional badges are \$250 each. Company representative names and email addresses are due by email to Lisa Lineback at [llineback.lisa@yahoo.com](mailto:llineback.lisa@yahoo.com) on or before April 1, 2018.

*Note: The 2018 Pain Society of the Carolinas Corporate Members Receive an additional complimentary badge for a total of three (3) badges*

# **DUKE PAIN MEETING CANCER PAIN, PALLIATIVE, CARE END OF LIFE APRIL 13-15, 2018**

## **CONDUCTING EXHIBITS**

Exhibitors shall be in accord with the ACCME, ANCC, ACPE, PhRMA, ADVAMED, and/or NEMA guidelines governing support of Healthcare Professionals. Electrical or other mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Character of the exhibits is subject to approval of the Program Committee. The right is reserved to refuse applications because of concerns over not meeting standards required or expected, as well as the right to curtail exhibits or parts of exhibits, which reflect against the character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of person, and unreasonable activity.

## **INFRINGEMENT**

Interviews, demonstrations and the distribution of literature or samples must be made within the area assigned to the exhibitor. Canvassing or distributing of advertising matter outside the exhibitor's own space will not be permitted and subjects the exhibitor to immediate dismissal from the meeting without refund.

## **SECURITY**

A security guard may or may not be furnished to be on duty in the exhibit area when the exhibits are closed, but the safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor at all times. The Program Committee, Duke University, the Pain Society of the Carolinas, the meeting planner and The Trent Semans Center are not responsible for theft, loss or damage which may occur and advise each exhibitor to be sure that stands and tabletop displays, equipment and material is insured at full value, that the display is staffed during show hours, and that the display is stored each evening for safe-keeping.

## **LIABILITY**

The Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save The Program Committee, Duke University, the Pain Society of the Carolinas, the meeting planner and The Trent Semans Center and its officers, employees and agents, harmless against all claims, losses or damages to persons or property, Governmental charges or fines and attorneys fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence, gross negligence or willful misconduct of The Program Committee, Duke University, the Pain Society of the Carolinas, the meeting planner and The Trent Semans Center. Exhibitor acknowledges that The Program Committee, Duke University, the Pain Society of the Carolinas, the meeting planner and The Trent Semans Center do not maintain insurance covering the exhibitor's property and thus it is the sole responsibility and obligation of the exhibitor to obtain business interruption and property damage insurance covering such losses by exhibitor. Questions? Call Robin Hoyle, meeting planner, at (407) 790-4180 or by email to [Robin@robinhoyle.com](mailto:Robin@robinhoyle.com)

## **FIRE PROTECTION**

All materials used in the exhibit area must be flame-proof and fire-resistant in order to conform to the local fire ordinances and in accordance with regulations established by the local Fire Department. Crepe paper or other paper is not to be used in crating merchandise. Display racks, signs, spotlights and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau. Any exhibit or parts thereof found not to be fire-proof may be dismantled. All aisles and exits must be kept clear at all times. Fire stations and fire extinguisher equipment are not to be covered or obstructed.

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**PROTECTION OF THE VENUE BUILDING**

Exhibitors will be held liable for any damage caused to the venue property, and no material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts or portions of the building or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the exhibitor. If any controversy arises as to the need or propriety thereof, the Convention Service Manager of the venue will be the final judge thereof and his/her decision shall be binding on all parties concerned.

**EXHIBITOR LISTING IN SUPPORTERS BOOKLET**

Upon receipt of the booking form, you will be asked to please send a 50-word Exhibitor Company/Product profile to **Lisa Lineback** by email to [llineback.lisa@yahoo.com](mailto:llineback.lisa@yahoo.com). This will be published in the list of exhibitors in the Supporters Booklet. Failure to provide the profile by the deadline will preclude your company from being listed in the Program. Profiles are due on or before March 15, 2018.

**EXHIBITOR CONFIRMATION BY SOCIETY**

Once an Exhibition Booking Form is received confirmation of your participation and an invoice will be sent to you by email. Deposits are due by February 1, 2018 with any balance due by March 15, 2018.

**ACCME GUIDELINES RELATED TO THE SEPARATION OF  
PROMOTIONAL ACTIVITIES FROM ACCME  
ACCREDITED EDUCATIONAL ACTIVITIES**

In compliance with the *ACCME Standards for Commercial Support*, all exhibiting companies must abide by the following:

- Exhibit and other promotional fees shall be separate and distinct from educational grants/commercial support.
- All exhibitors must be in a room or area separate from the education and the exhibits must not interfere, or in any way compete with the learning experience prior to, during, or immediately after the activity.
- All promotional activities including interviews, demonstrations, and the distribution of literature or samples must be made within the exhibitor's space only. Canvassing or distributing promotional materials outside the exhibitor's rented exhibit space is not permitted.
- Company representatives may attend educational sessions at the Program Committee's discretion. However, representatives must refrain from holding any commercial discussions in the educational sessions.
- Onsite Monitoring - The separation of promotional materials and activities from the educational arena is strictly enforced throughout the activity by the ACCME joint provider and the meeting planner's onsite staff.

**INSERT AND DISPLAY MATERIALS**

Please note that all materials entering the venue may incur a handling charge by the venue. 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 any shipping forms included in the shipping instructions when you receive the Exhibitor Memorandum on or about March 15, 2018.

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**ADDITIONAL OPPORTUNITIES**

**TRAINEE SCHOLARS IN PAIN MEDICINE (EXCLUSIVE)**

**\$15,000**

Support the registration of up to 20 Medical Students, Residents and Fellows to participate in the full meeting! It is well known that medical students and fellows are very limited in their exposure to lessons on management of cancer pain, palliative care, and end-of-life. As the Trainee Scholars supporter, your company would be entitled to recognition as the "TRAINEE SCHOLAR SUPPORTER". Marketing Invitations for this no-fee for trainees to attend program will include identification of your support and commitment to the education of our future practitioners. You may also plan a special dinner presentation for the Trainee Scholars on Friday Evening, April 13, 2018 following the Networking Reception. The meeting planner for this activity will assist you with venue selection and invitations without additional fee. Food and beverage for the dinner attendees is included. Any presentation, speaker, and/or audiovisual at the Trainee Scholar Dinner is at the expense of the supporter.

One (1) Tabletop Exhibit Display at preferred location.

Two (2) additional complimentary registrations for a total of four (4) registrations

One (1) Pre & Post Registration Mailing List

Company-Provided Product Flyer in Conference Materials

**INDUSTRY SYMPOSIA (NO CME PROVIDED)**

**\$10,000**

Industry symposia to showcase your products and services at dinner on Friday April 13 OR Lunch on Saturday, April 14, 2018/ Room, Standard a/v and food/beverage are included and this session is open to all attendees. Company provides speaker.

One (1) Tabletop Exhibit Display in preferred location.

Two (2) additional complimentary registrations for a total of four (4) registrations

One (1) Pre & Post Registration Mailing List

Company-Provided Product Flyer in Conference Materials

**INDUSTRY BREAKFAST SYMPOSIA (NO CME PROVIDED)**

**\$5,000**

Industry symposia to showcase your products and services on Saturday, April 14, 2018 OR Sunday April 15, 2018 during the Breakfast – 30 minutes. Room, Standard a/v and breakfast are included and this session is open to all attendees. Company provides speaker.

One (1) Tabletop Exhibit Display in preferred location.

Two (2) additional complimentary registrations for a total of four (4) registrations

One (1) Pre & Post Registration Mailing List

Company-Provided Product Flyer in Conference Materials

**BREAK SUPPORTER**

**\$2,500**

Exclusive acknowledgement at one (1) meeting break during the program.

One (1) Tabletop Exhibit Display in preferred location.

One (1) additional complimentary registrations for a total of four (4) registrations

One (1) Pre & Post Registration Mailing List

Company-Provided Product Flyer in Conference Materials

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**CONFERENCE BAGS**

**\$1500**

Distributed to all attendees. Your company logo along with Duke and the Pain Society of the Carolinas logos is imprinted on bag. You may include One (1) Company/product flyer in the bag

**PROMOTIONAL MATERIAL**

**\$ 250**

Distributed to all attendees. Company-provided Product Flyer in the conference Materials.

**LANYARDS**

**\$200**

Distributed to all attendees. Company-provides lanyard. Company Logo at Company's discretion.

**APPLICATION FOR EXHIBIT SPACE**

Duke Pain Medicine Cancer Pain, Palliative Care, and End of Life

April 13 - 15, 2018 at the Mary Duke Biddle Trent Semans Center, Durham, North Carolina

**FAX TO: (727) 362-6210, or**

**EMAIL TO: [llineback.lisa@yahoo.com](mailto:llineback.lisa@yahoo.com)**

*Note: The 2018 Pain Society of the Carolinas Corporate Members Receive an extra badge for a total of 3 complimentary badges with a tabletop display.*

Company Name: \_\_\_\_\_

Exhibit Coordinator: \_\_\_\_\_ Email: \_\_\_\_\_

Onsite/ Local Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

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

**Number of Tabletop booths (\$1,500 each):** \_\_\_\_\_ *Booth Height is restricted to 8ft. and must fit a 6-foot tabletop. Note:*

**Additional Opportunities: (list here)** \_\_\_\_\_

Product/Equipment Being Displayed: \_\_\_\_\_

*(Email a 50-word description to [robin@robinhoyle.com](mailto:robin@robinhoyle.com) by March 15 to be included in the Final Program)*

Please list the name of any company that you do not wish to be located next to or across from and we will do our best to accommodate you. \_\_\_\_\_

We agree to abide by the Rules and Regulations established for exhibitors in this Prospectus and understand the cost of each Tabletop booth is \$1,500. A 50% deposit should accompany the application for exhibit space to be allocated a tabletop and must be received no later than February 1, 2018. I understand that I will be sent an invoice for any balance due.

Enclosed is \$ \_\_\_\_\_ Check #: \_\_\_\_\_

Please make checks payable to The Pain Society of the Carolinas and mail to: Duke Pain Meeting Attn: Terri Allen, 145 Kimel Park Drive, Suite 330, Winston-Salem, NC 27103 (W-9 upon request)

Please pay by Credit Card (I understand that you will send me an invoice) Signature: \_\_\_\_\_

**Cancellation Policy: Cancellations received in writing by February 1, 2018 will be charged a 25% administrative fee. There will be no refunds for cancellations received after February 1, 2018.**