



# The 7<sup>th</sup> Congress of the Asia Pacific Initiative on Reproduction

30 March - 2 April 2017

Kuala Lumpur Convention Centre, Kuala Lumpur, Malaysia

## INDUSTRY SUPPORT AND EXHIBITION PROSPECTUS



Organised by:

Aspire

Hosted by:

MSART



Supported by:

Malaysia  
Convention  
& Exhibition  
Bureau

Malaysia  
Truly Asia

[www.aspire2017.com](http://www.aspire2017.com)



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## WELCOME MESSAGE FROM CHAIRMAN OF ASPIRE 2017



Dear colleagues and friends,

On behalf of the organising committee, it gives me great pleasure in welcoming you to the 7th Congress of the Asia Pacific Regional Initiative on Reproduction (ASPIRE 2017) which is to be held in Kuala Lumpur, Malaysia, from 31 March to 2 April 2017.

This congress marks a historic occasion for two reasons. Firstly, 2017 will be the first time that the congress becomes an annual event. Prior to this, the congress was held once every two years. This is indeed a significant as it underlines the fact that research and knowledge in the field of reproductive medicine develops at such a rapid and significant pace that we must keep continually abreast with the newest developments lest we fall behind. Hence the need for this congress to be held annually.

The second reason is that this is the first time that Malaysia will be your hosts. We are most honored at being accorded this privilege. The Malaysian Society of Assisted Reproductive Technology (MSART) and the Obstetrical and Gynaecological Society of Malaysia (OGSM) are proud to co-host ASPIRE 2017 for the first time. We look forward to welcoming clinicians, researchers, academics, nurses, and other allied health professionals with an interest in reproductive medicine and fertility from the Asia-Pacific region and beyond. We are certain that your presence, bringing together your expertise, vision, knowledge, and experience will help us consolidate our thoughts and practices and help us pave the way into the future. We certainly cannot accomplish what we are doing without your support.

Our local organising committee has put in place an interesting scientific programme, with lectures by renowned speakers from the region and beyond, to provide us an insight into the cutting-edge developments in reproductive medicine. Our organising committee has packed all three days with rousing lectures, plenary sessions and symposia. It promises to bridge the latest scientific evidence with contemporary clinical practice. We have also prepared an interesting social programme, which we are certain will facilitate networking among the participants.

The success of this Congress will not only require the participation and support of clinicians, researchers, academics, nurses, and other allied health professionals with an interest in reproductive medicine but also of the pharmaceutical and health care product companies as well.

Therefore, as the Chairman of the Local Organising Committee, I invite your support for this occasion and look forward to welcoming you and your family in 2017 to what will be a memorable Congress and to enjoy much more that Kuala Lumpur has to offer. Lectures aside, Malaysia is a wonderful travel destination. From perfect weather to great beaches, Malaysia is also a cheap travel destination with lots to do for the family.

We look forward to your support to make this congress a success.

Best wishes,



Dr Surinder Singh  
Local Organising Committee Chairman

## ASPIRE 2017 ORGANISING COMMITTEE

### Advisor

**Dr. Haris Hamzah**

### Congress President

**Dr. Surinder Singh**

**Dato' Dr. Prashant Nadkarni**

### Scientific Chairman

**Prof. Robert Norman**

**Prof. Chii-Ruey Tzeng**

### Scientific Committee

**Prof. P C Wong**

**Dr. Eeson Sinthamoney**

**Datuk Dr. Maheswaran Sittampalam**

### Finance

**Dr. Tee Swi Peng**

### Business Manager

**Dr. Eeson Sinthamoney**

### Registration

**Datuk Dr. Maheswaran Sittampalam**

### Publicity & Promotion

**Dr. Haris Hamzah**

### Social Programme

**Dr. Hoo Mei Lin**

### Secretary

**Ms Premalatha**

## GENERAL INFORMATION

### DATES

30 March – 2 April 2017

### CITY / COUNTRY

Kuala Lumpur / Malaysia

### VENUE

Kuala Lumpur Convention Centre,  
Kuala Lumpur City Centre,  
50450 Kuala Lumpur,  
Federal Territory of Kuala Lumpur,  
Malaysia

### PARTICIPANTS

1,200 participants are expected

### CONGRESS ORGANISER

Kenes MP Asia Pte Ltd  
20 Kallang Avenue  
Pico Creative Centre Level 2  
Singapore 339411  
Tel: +65 62924710  
Fax: +65 62924721  
E-mail: [aspire2017@kenes.com](mailto:aspire2017@kenes.com)  
Website: <http://aspire2017.com/>

### EXHIBITION / SUPPORT

Wannapa Pureemahawong  
Sponsorship & Exhibition Specialist  
ASPIRE 2017

Tel: +662 748 7881  
Fax: +662 748 7880  
Email: [wpureemahawong@kenes.com](mailto:wpureemahawong@kenes.com)

### LANGUAGE

The official language of the Congress is English. All abstract submissions and presentations must be submitted in English.

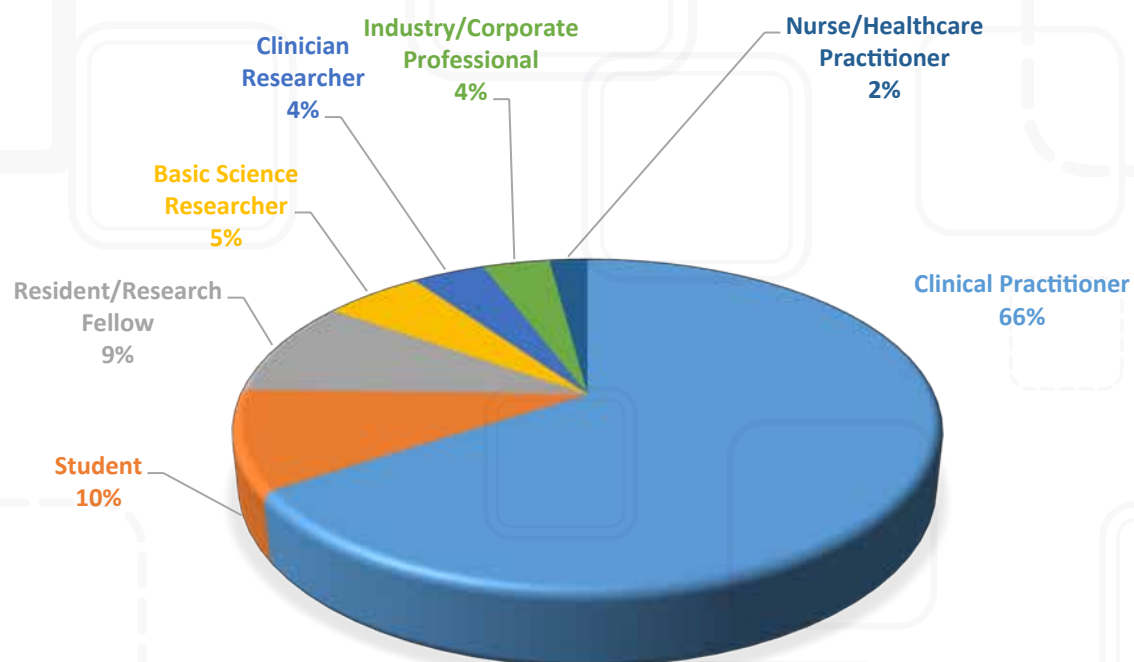
### LIABILITY AND PERSONAL INSURANCE

The Congress Secretariat and organisers cannot accept liability for personal accidents or loss of or damage to private property of participants, either during or indirectly arising from the Congress.

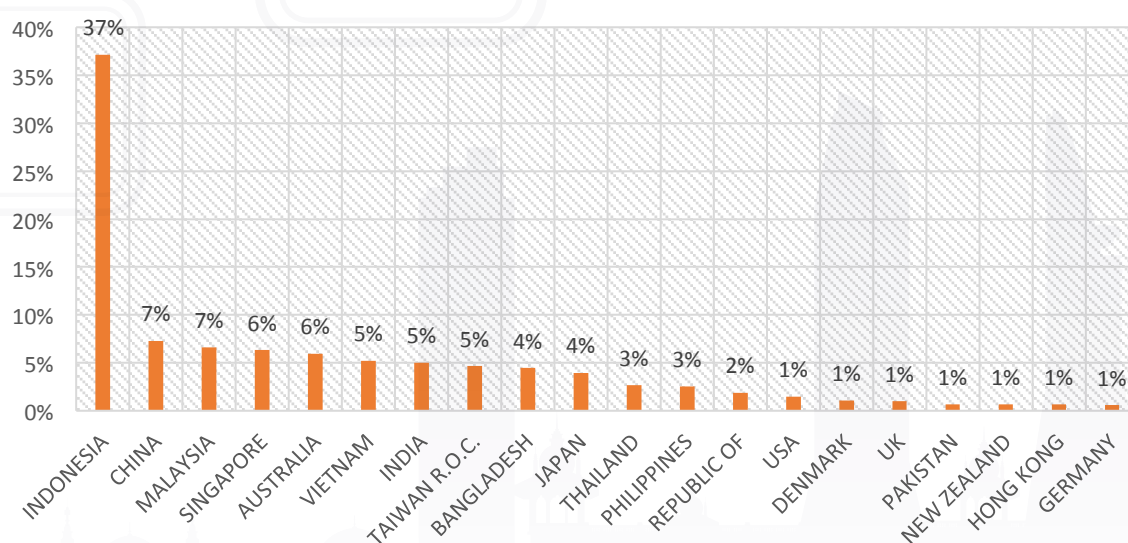
We recommend that all participants take out personal travel and health insurance for the trip.



## PARTICIPANTS' DEMOGRAPHICS ASPIRE 2016, INDONESIA



### Top Countries



## PREVIOUS SUPPORTERS AND EXHIBITORS –ASPIRE 2016, INDONESIA

### Platinum Supporters



### Silver Supporters



### Symposium Supporter



### Exhibitors



## SCIENTIFIC PROGRAMME OVERVIEW

Keynote Lecture	Commercial Symposia	Breaks	Pre-Congress Course
Concurrent Session	Free Communication	Social Events	How to

Pre-Congress Courses Thursday 30 March 2017			
Time			
09:00-17:00	Pre-Congress Course 1	Pre-Congress Course 2	Pre-Congress Course 3

DAY 1 - FRIDAY, 31 MARCH 2017				
Time	Conference Hall 2	Conference Hall 1	Conference Hall 3	Hall 306
08:15-08:45	Opening Ceremony			
08:45-09:15	<b>Bruno Lunenfeld Honor Lecture</b> The role of mitochondria in human reproduction			
09:15-09:45	<b>Keynote Lecture 1</b> Invitro Activation of Oocytes			
09:45-10:15	<b>Keynote Lecture 2</b> Metabolism And Physiology Of Human Embryo			
10:15-10:45	Coffee Break, Poster viewing and visit Exhibition			
10:45-12:15	<b>Concurrent Session 1</b> Poor Responders and Ovarian Reserve	<b>Commercial Symposia Session-1</b>	<b>Concurrent Session 2</b> Male Infertility	<b>Free Communication 1</b>
12:15-13:30	Lunch and visit Exhibition			
13:30-15:00	<b>Concurrent Session 3</b> Mitochondria and Ageing	<b>Commercial Symposia Session-2</b>	<b>Concurrent Session 4</b> Reproductive Surgery	<b>Free Communication 2</b>
15:00-15:30	Coffee Break, Poster viewing and visit Exhibition			
15:30-17:00	<b>Concurrent Session 5</b> Embryo selection	<b>Commercial Symposia Session-3</b>	<b>Concurrent Session 6</b> Embryo Implantation	<b>Free Communication 3</b>
17:10-18:10	<b>Free Communication 4</b>	<b>Free Communication 5</b>	<b>Free Communication 6</b>	<b>Free Communication 7</b>
18:15-19:30	Welcome Reception			

*\*Programmes and timings are subject to change.*



**DAY 2 - SATURDAY, 1 APRIL 2017**

Time	Conference Hall 2	Conference Hall 1	Conference Hall 3	Hall 306
08:00-08:30				<b>"How to" 1</b> Set up a fertility service with limited resources
08:30-09:00	<b>Keynote Session 3</b> Recurrent implantation failure: New Approach <i>TC LI (HK)</i>			
09:00-09:30	<b>Keynote Session 4</b> Derivation of gametes from stem cells			
09:30-10:00	<b>Keynote Session 5</b> Fertility preservation of ovarian tissue from laboratory perspective			
10:00-10:30	<b>Coffee Break, Poster viewing and visit Exhibition</b>			
10:30-12:00	<b>Concurrent Session 7</b> Quality Management in the ART Laboratory	<b>Commercial Symposia Session-4</b>	<b>Concurrent Session 8</b> Fertility Preservation	<b>Free Communication 8</b>
12:00-13:00	<b>Lunch and visit Exhibition</b>			
13:00-14:30	<b>Concurrent Session 9</b> Genetics & Fertility	<b>Commercial Symposia Session-5</b>	<b>Concurrent Session 10</b> Cryopreservation	<b>Free Communication 9</b>
14:30-15:00	<b>Coffee Break, Poster viewing and visit Exhibition</b>			
15:00-16:30	<b>Concurrent Session 11</b> Reducing the financial burden of ART	<b>Concurrent Session 12</b> Polycystic Ovarian Syndrome	<b>Concurrent Session 13</b> Embryology	<b>Free Communication 10</b>
16:40-18:10	<b>Free communications 11</b>	<b>Free communications 12</b>	<b>Free communications 13</b>	<b>Free Communication 14</b>
18:10-19:00				<b>ASPIRE Annual General Meeting</b>

*\*Programmes and timings are subject to change.*

SUNDAY, 2 APRIL 2017				
Time	Conference Hall 2	Conference Hall 1	Conference Hall 3	Hall 306
07:45-08:15				<b>"How to" 2</b> Assess ovarian reserve
08:15-08:45				<b>"How to" 3</b> Set up an IUI service without an IVF laboratory
08:45-09:15	<b>Keynote Session 6</b> Quality Management in ART			
09:15-09:45	<b>Keynote Session 7</b> Early embryo development and impact on implantation			
09:45-11:15	<b>Concurrent Session 14</b> Psychology/ Counseling/Ethics	<b>Concurrent Session 15</b> Reproductive endocrinology	<b>Concurrent Session 16</b> Menopause/ Contraception	09:45-10:15 <b>"How to" 4</b> Prepare patients with PCOS for pregnancy and IVF 10:15-10:45 <b>"How to" 5</b> Lower costs for an IVF clinic 10:45-11:15 <b>"How to" 6</b> Integrate IVM into your laboratory
11:15-11:45	Coffee Break and visit Exhibition			
11:45-13:15	<b>Concurrent Session 16- ISAR session</b>	<b>Concurrent Session 17-Korean session</b>	<b>Free Communication 15</b>	11:45-12:15 <b>"How to" 7</b> Assess and treat male infertility 12:15-12:45 <b>"How to" 8</b> Set up a PGS service 12:45-13:15 <b>"How to" 9</b> Schedule IVF cycles
13:15-13:45	Closing Ceremony			

*\*Programmes and timings are subject to change.*

## SUPPORT LEVELS AND BENEFITS

We appreciate the support of the industry to make this Congress a success. You will receive outstanding advantages linked and recognition to your support level.

Support levels will be allocated as follows:

Support levels	Minimum contribution
Platinum Supporter	
Gold Supporter	
Silver Supporter	

Support levels	Entitlements
Platinum Supporter	<ul style="list-style-type: none"> <li>Symposium, Day 1 (first-come, first-served; allocation to be confirmed)</li> <li>36 sqm Exhibit Space</li> <li>5 Free Registrations</li> <li>1 full colour, full page advertisement</li> <li>2 Congress Bag Inserts</li> <li>Supporter's logo on the ASPIRE 2017 website, on the final programme and on the acknowledgement board on-site</li> </ul>
Gold Supporter	<ul style="list-style-type: none"> <li>Symposium, Day 2 (first-come, first-served; allocation to be confirmed)</li> <li>27 sqm Exhibit Space</li> <li>1 full colour, full page advertisement</li> <li>1 Congress Bag Insert</li> <li>Supporter's logo on the ASPIRE 2017 website, on the final programme and on the acknowledgement board on-site</li> </ul>
Silver Supporter	<ul style="list-style-type: none"> <li>Coffee Break Support, 1 day only (first-come, first-served; allocation to be confirmed)</li> <li>18 sqm Exhibit Space</li> <li>1 full colour, full page advertisement</li> <li>1 Congress Bag Insert</li> <li>Supporter's logo on the ASPIRE 2017 website, on the final programme and on the acknowledgement board on-site</li> </ul>

Any other support will be acknowledged as Supporter or Exhibitor.

Branded items will carry company logos only. No products logos or advertisements are permitted.

**NOTE:** In addition to the support fee, the supporting company must cover all speakers' expenses including:

- Registration fee
- Accommodation
- Travel expenses

This also applies in the event that the speakers have already been invited by the Congress.

### SPECIAL REQUESTS

Tailored packages can be arranged to suit your objectives. Please feel free to contact the Industry Support and Exhibition Sales Department to discuss your needs. (Contact information can be found in the "General Information" section.)

## EDUCATIONAL SUPPORT OPPORTUNITIES

Medical education plays an important role in the quality of healthcare delivered across the globe. By providing an educational grant in support of the educational opportunities below, you are making a vital contribution to these efforts.

All educational grants are managed in compliance with relevant accreditation and industry compliance criteria. In order to ensure independence of all CME accredited elements, companies providing grants may not influence the topic, speaker selection, or any other aspect of the content or presentation. No promotional, commercial, or advertising materials may be included in the following opportunities. All support will be disclosed to participants.

### EDUCATIONAL GRANTS

Grants of any amount, whether for the overall programme or for individual sessions, are appreciated and important to the success of the event.

- All support will be recognised in the Industry Support and Exhibition section of the Final Programme book, on the congress website with hyperlink following all compliance regulations.

### EDUCATIONAL PARTICIPATION GRANTS

Companies may support ASPIRE 2017 with an educational participation grant. Participants will have to follow the criteria decided by ASPIRE 2017 in order to be eligible to apply for an educational participation grant. Winners from the grant will be contacted by the ASPIRE 2017 Secretariat.

- All support will be recognised in the Industry Support and Exhibition section of the Final Programme book, on the congress website with hyperlink following all compliance regulations.

Grants of other amounts may be discussed and are appreciated and important to the success of the event.

### SPEAKER SUPPORT

Companies may support registration fees, travel, lodging, etc. for individual faculty members. In compliance with all CME accreditation criteria, the support will be disclosed to participants and the industry supporter must not attempt to influence the content or presentation by the faculty member.

- All support will be recognised in the Industry Support and Exhibition section of the Final Programme book, on the congress website with hyperlink following all compliance regulations.

## PROMOTIONAL SUPPORT OPPORTUNITIES

### INDUSTRY-SUPPORTED SYMPOSIUM

Day 1

Day 2

Industry-supported symposium slots are up to 90 minutes, which include set-up and tear down time. These should be organised by the Supporter in consultation with the Congress Organiser.

- Programme subject to the approval of the Congress Scientific Committee
- Includes hall rental, standard audio/visual equipment, display table
- Permission to use the phrase: "Official Supported Symposium of The 7th Congress of the Asia Pacific Initiative on Reproduction"
- Industry-supported symposia programmes will be included in a designated industry section of the Final Programme Book (subject to receive by publishing deadline)
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website
- Time slots are allocated on a "first come, first served" basis

\*\*Available only after the premier supporters have selected their slots.

Replace the table with this table

NOTE: In addition to the support fee, the supporting company must cover all speakers' expenses including:

- Registration fee
- Accommodation
- Travel expenses

This also applies in the event that the speakers have already been invited by the Congress.

INDUSTRY SUPPORTED SYMPOSIUM SLOTS	
Day 1 - FRIDAY, 31 MARCH 2017	(exact room TBC)
10:45 - 12:15	PerkinElmer
13:30 - 15:00	Merck
15:30 - 17:00	available
Day 2 - SATURDAY, 1 APRIL 2017	(exact room TBC)
10:30 - 12:00	Ferring
13:00 - 14:30	Abbott
F&B costs are NOT included.	

\*\* Programmes and timings are subject to change.

### CONGRESS BAGS (EXCLUSIVE SUPPORT)

- The bags will bear the Supporter's logo and the Congress logo
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website
- The bag must be approved by the Organising Committee in advance.

\*\*Production and delivery costs to be borne by the Supporter.



## CONGRESS LANYARDS (EXCLUSIVE SUPPORT)

- The lanyards will bear the Supporter's logo and the Congress logo
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website
- The lanyard must be approved by the Organising Committee in advance.

*\*\*Production and delivery costs to be borne by the Supporter.*

## PRINTING OF PROGRAMME BOOK (EXCLUSIVE SUPPORT)

The Program book will be distributed in the participants' Congress bags.

- Support will get 2 Full-page colour advertisements inside Programme Book
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website

## PREGISTRATION AREA (EXCLUSIVE SUPPORT)

The registration area will be used for the whole duration of the Congress.

- The Supporter's logo will be displayed prominently on the registration area signage.
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website

## WELCOME RECEPTION (EXCLUSIVE SUPPORT)

Supporter will have the opportunity to promote itself through a networking reception on the first evening to which all registered attendees are invited. Hospitality and any activities provided will be in compliance with all relevant industry codes.

- Supporter's logo on sign at the entrance to the Welcome Reception
- Opportunity to provide items bearing company logo for use at the Welcome Reception
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website

## SPEAKERS'READY ROOM (EXCLUSIVE SUPPORT)

Facilities will be available at the Congress Venue for speakers and abstract presenters to check their presentations.

- The Supporter's name/or company logo will appear on the signage for this room
- Opportunity to display Supporter's logo on the desktop background and screensavers at each workstation
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website

## INTERNET AREA (EXCLUSIVE SUPPORT)

There will be an Internet Area equipped with workstations where participants may check e-mails.

- The Supporter's logo will be displayed prominently on the internet area signage.
- Opportunity to display Supporter's logo on the desktop background and screensavers at each workstation
- Opportunity to place your own carpet for branding
- Acknowledgement on the Supporters' Board onsite and in the Final Programme Book
- Supporter's logo with hyperlink on the Congress website

## COFFEE BREAK AREA

The supporter will be entitled to 2 supported coffee breaks for 1 day only (morning and afternoon). Date selection will be done on a “first come, first served” basis.

- The Supporter’s logo will be displayed prominently on the coffee break area signage.
- The Supporter will be given the opportunity to brand the napkins (at an extra cost)
- Acknowledgement on the Supporters’ Board onsite and in the Final Programme Book
- Supporter’s logo with hyperlink on the Congress website

## NOTEPADS AND PENS (EXCLUSIVE SUPPORT)

The Supporter will provide notepads and pens to be used by the Congress participants.

- The notepads and pens will bear the Supporter’s name/company logo and will be distributed in the participants’ Congress bags.
- Acknowledgement on the Supporters’ Board onsite and in the Final Programme Book
- Supporter’s logo with hyperlink on the Congress website

## HOSPITALITY SUITES / MEETING ROOMS

The supporters may hire a room at the Congress venue that may be used as a Hospitality Suite or Meeting Room where they will be able to host and entertain their guests throughout the Congress. Supporters will have the option to order catering and AV equipment at an additional cost. Hospitality provided will be in compliance with all relevant industry codes and compliance guidelines.

## ADVERTISING SUPPORT OPPORTUNITIES

Advertisements are available in the following Congress publications (if there are no exclusive supporters):

TYPE	BACK PAGE	INSIDE BACK	INSIDE FRONT	INSIDE PAGE
Final Programme				
Mini Programme				

### BAG INSERT (1 PC. A4 SIZE)

To allow the advertisers an opportunity to publicize their products to the delegates, the Congress organisers may insert their A4-sized leaflets into the Congress bags. The advertisers are to provide the leaflets but the Organising Committee reserves the right to approve the contents and format of the A4 leaflet. It should be in English and the quantity will be advised by the organiser.

### PROMOTIONAL MAILSHOT

(EXCLUSIVE:  
(COMBINED:

Gain additional exposure for your Symposium, company or exhibition booth by sending out a Mailshot to the pre-registered delegates who have agreed to disclose their details at a date and time coordinated with the Congress Organiser.

- Mailshot to be designed and provided by the supporter by agreed deadline
- Support will be acknowledged in the Industry Support and Exhibition section of the Programme book, Supporters' Board on-site, on the congress website with hyperlink to supporter's homepage

Please note that it is the Exhibitors'/Supporters' responsibility to comply with the local authority's regulations, EFPIA (European Federation of Pharmaceuticals Industries & Associations) [www.efpia.org](http://www.efpia.org), Eucomed (represents Medical Technology industry) <http://archive.eucomed.org/> and IFPMA (International Federation of Pharmaceutical Manufacturers & Associations) [www.ifpma.org](http://www.ifpma.org) Code of Practice on the promotion of medicines. Failure to comply with these regulations may not be used as a ground to declare the contract void. Failure to comply with the rules and regulations will not expose the Organiser to any suits, demands by the Exhibitor/Supporter or any other third party.

Tailored packages can be arranged to suit your objectives. Please feel free to contact the Industry Support and Exhibition Sales Department to discuss your needs (Contact information provided in the "General Information" section).

### ACKNOWLEDGEMENTS

Support will be recognised in the Industry Support and Exhibition section of the Final Programme Book, on the congress website with hyperlink.

## EXHIBITION

### APPLICATION FOR EXHIBITION

The ASPIRE 2017 exhibition will be held at Kuala Lumpur Convention Center, alongside the Congress. The floor plan has been designed to maximize Exhibitors' exposure to the participants. All coffee break stations will be located within the exhibition area.

### SPACE ONLY RENTAL (Minimum of 18 sqm)

This includes:

- Exhibitors' badges (2 badges for the first 9sqm, 1 badge for every 9sqm thereafter)
- 100-word company / product profile in the Final Programme Book
- Cleaning of public areas and gangways
- Invitation to the Welcome Reception for registered exhibitors

### SHELL SCHEME RENTAL (Minimum of 9 sqm)

This includes:

- Exhibitors' badges  
(2 badges for the first 9sqm, 1 badge for every 9sqm thereafter)
- Shell scheme frame, basic lighting
- Fascia panel with standard lettering
- 2 chairs, 1 information counter, 1 rubbish bin
- Single power point
- 100-word company/product profile in the Final Programme Book
- Cleaning of public areas and gangways
- Invitation to the Welcome Reception for registered exhibitors



Please note: Space only rental does not include any furniture, electrical usage or stand cleaning. All these services and others may be ordered by using the forms in the Exhibitors' Technical Manual.

### ALLOCATION OF EXHIBITION SPACE

Space Allocation will be made on a "first come, first served" basis. A completed Exhibition Booking Form and Contract should be faxed/ emailed to ensure reservation of a desired location. Upon receipt of the Exhibition Booking Form and Contract, space will be confirmed and an invoice will be sent. Please note that three alternative 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.

### 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 9 sqm booked and one additional for each 9 sqm after. Any additional exhibitors will be charged an exhibitor registration fee (price available on request). Companies can purchase a maximum number of exhibitor registrations as follows:

- Booths of up to 60 sqm – 20 exhibitor registrations
- Booths larger than 60 sqm – 25 exhibitor registrations
- 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.

### EXHIBITORS' TECHNICAL MANUAL

An Exhibitors' Technical Manual outlining all technical aspects of exhibiting will be circulated few 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

## EXHIBITION TERMS & CONDITIONS

The Terms and Conditions of exhibiting are included in this Prospectus. Signing of the EXHIBITION 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.

## 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 Exhibition Technical Manual.

## BOOKING PROCEDURES AND PAYMENT INFORMATION

Applications for Support and/or Exhibition must be made in writing with the enclosed booking form.

- 60% payment upon receipt of the support agreement and first invoice
- 40% payment by 29 August 2016
- All payment must be received before the start date of the Congress.
- Should the Supporter fail to complete payments prior to the commencement of the Congress, the Organiser will be entitled to cancel the reservation while cancellation will be subject to cancellation fees as determined below.

## PAYMENT METHODS

**Option 1:** Payment by check. Please make checks payable to **Kenes MP Asia Pte Ltd**

**Option 2:** Payment by Bank Transfer. Bank account details to be advised later.

Please note that bank charges are the responsibility of the payee. Applications for Support and/or Exhibition must be made in writing with the enclosed booking enquiry form.

## CONTRACTS & CONFIRMATION

### SUPPORTERS

Once a Booking Form is received, a contract will be sent to the support for signature with an accompanying invoice. This contract should be signed and returned with a 60% deposit payment. Upon receipt of the Booking Form, the Organiser will reserve the items listed in it. Completion of the Booking Form by the Supporter shall be considered as a commitment to purchase the items.

### EXHIBITORS

Once a signed Booking Form is received, a confirmation of exhibition will be e-mailed to the exhibitor with an accompanying invoice.

## SUPPORT TERMS & CONDITIONS

Terms and Conditions of Support are included in this Prospectus and will be included in the Support agreement.

## CANCELLATION / REDUCTION POLICY

Cancellation or reduction of support items must be made in writing to the Sponsorship & Exhibition Specialist (Contact information can be found in the "General Information" Section)

The Organisers shall retain:

- 10% of the agreed package amount if the cancellation/ reduction is made on or before 29 June 2016, inclusive
- 50% of the agreed package amount if the cancellation/ reduction is made between 30 June 2016 and 29 November 2016, inclusive
- 100% of the agreed package amount if the cancellation/ reduction is made after 30 November 2016



## ASPIRE 2017 SUPPORT BOOKING FORM

Please complete all details and send to: Ms.Wannapa Pureemahawong at wpureemahawong@kenes.com

Company Name (as should appear in all publications):	
Contact Person:	
Address:	City:
Postal Code:	Country:
Telephone:	Fax:
Email:	Website:

Step 1: Please select the level of Support that suits your budgetary requirements:

SUPPORT LEVELS	PRICE IN USD	✓
Platinum Support Package		
Gold Support Package		
<b>Silver Support Package</b>		

Step 2: Please choose the items you wish to support, the total amount of which should be equivalent to the level of Support you have selected:

EDUCATIONAL SUPPORT OPPORTUNITIES	PRICE IN USD	✓
Educational Grants		
Educational Participation Grants		
Speaker Support		
<b>TOTAL AMOUNT (please complete)</b>		

PROMOTIONAL SUPPORT OPPORTUNITIES	PRICE IN USD	✓
Industry-Supported Symposium: Day 1		
Industry-Supported Symposium: Day 2		
Congress Bags (Exclusive Support)		
Congress Lanyards (Exclusive Support)		
Printing of Final Programme Book (Exclusive Support)		
Registration Area (Exclusive Support)		
Welcome Reception (Exclusive Support)		
Speakers' Ready Room (Exclusive Support)		
Internet Area (Exclusive Support)		
Coffee Break Area		
Notepads and Pens		
<b>TOTAL AMOUNT (please complete)</b>		

ADVERTISING OPPORTUNITIES	PRICE IN USD	✓
Final Programme Book: Back Page		
Final Programme Book: Inside Back/Inside Front		
Final Programme Book: Inside Page		
Mini Programme		
Bag Insert		
Promotional Mailshot: Exclusive		
Promotional Mailshot: Combine		
<b>TOTAL AMOUNT (please complete)</b>		

- ☐ Provisional Booking – The item will be released if not confirmed within 14 days
- ☐ Please send me a support contract and invoice.

Company contact for Accommodation:	
Email:	
Telephone number: (     )	Mobile number: (     )

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*We accept the contract terms and conditions (in this Support and Exhibition Prospectus) and agree to abide by the Guidelines for Industry Participation for the Congress. I confirm that I am authorized to sign this form on behalf of the Applicant/Company.*

## ASPIRE 2017 EXHIBITION BOOKING FORM AND CONTRACT

Please note that all acknowledgements of your company and listing of company name and address will be generated from the following information. Please complete and send to:

### Wannapa Pureemahawong

Kenes Asia (Thailand) Co., Ltd.

10 Soi Lasalle 56, Sukhumvit Rd., Bangna, Bangkok 10260, Thailand

Tel: +662 748 7881 / Fax: +662 748 7880 Email: wpureemahawong@kenes.com

Company Name (as should appear in all publications):	
Contact Person:	
Address:	City:
Postal Code:	Country:
Telephone:	Fax:
Email:	Website:

### EXHIBITION SPACE

Choice	Stand Number	Space only / Shell Scheme	No. of Square Meters	Total Price (USD)
Choice #1				
Choice #2				
Choice #3				
<b>Total Amount (please complete)</b>				

Special notes: Please indicate if your stand must be located adjacent to or opposite specific companies, or if special configuration is needed: \_\_\_\_\_

- ☐ Provisional Booking – The item will be released if not confirmed within 14 days
- ☐ Please send me a support contract and invoice.

Company contact for Accommodation:	
Email:	
Telephone number: (     )	Mobile number: (     )

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*We accept the contract terms and conditions (in this Support and Exhibition Prospectus) and agree to abide by the Guidelines for Industry Participation for the Congress. I confirm that I am authorized to sign this form on behalf of the Applicant/Company.*

# EXHIBITION TERMS AND CONDITIONS

These terms and conditions are the contractual agreement between Kenes Asia (the "Organiser") and the "Exhibitor".

These terms and conditions are the contractual agreement between Kenes Asia (the "**Organiser**") and the "**Exhibitor**". **Application to Participate**

Application to participate as Exhibitor in the Congress will be considered only if submitted to Kenes on the appropriate forms, duly completed. Registration will be confirmed insofar as space is available. Applicants will be informed in writing of the acceptance or refusal of their application. In case of refusal, all payments shall be fully refunded. In case of acceptance Exhibitor will be bound by the terms and conditions listed herein and/or in the prospectus and/or any other contractual agreement between the parties.

## **Obligations and Rights of the Exhibitor**

Registration implies full acceptance by the Exhibitors of the exhibition regulations. Any infringement of these regulations may lead to immediate withdrawal of the right to participate in the congress without compensation or refund of sums already paid, and without prejudice to the Exhibitor.

By submitting an application to participate, the Exhibitor makes a final and irrevocable commitment to occupy the space allocated and to maintain his/her/it installation until the date and time fixed for closure of the event.

The Exhibitor may only present on his/her/it stand or space the materials, products or services described in the application to participate. No advertising on behalf of firms not exhibiting is permitted in any form whatsoever. Transfer or sub-letting of all or part of the allocated spaces is prohibited.

## **Obligation and Rights of Organiser**

The Organiser undertakes to allocate to the Exhibitor a space on the basis of the preference expressed by applicants. Application will be considered in order of receipt of application forms accompanied by payment. The Organiser reserves the right, in case of absolute necessity, to modify the positioning of stands, with no obligation to provide compensation to Exhibitors. The Organiser reserves the right to offer to a different firm any stand space that has not been occupied by the time of the opening of the congress, with no obligation to provide compensation to the defaulting Exhibitor.

## **Liability/Insurance**

Equipment and all related display materials installed by Exhibitor are not insured by the Organiser, and the Organiser under no circumstances will be liable for any loss, damage or destruction caused to equipment, goods or property belonging to Exhibitor. The Exhibitor agrees to be responsible for his/her/its property and person and for the property and persons of his employees and agents and for any other third party who may visit his/her/its space. The Exhibitor shall hold harmless and indemnify the Organiser, its shareholders, directors, employees, agents and representatives, from any and all damages, loss, injuries, costs, penalties and claims, including those claims and damages usually covered by a fire and extended under a coverage policy, sustained or incurred by the Exhibitor and/or their affiliates and/or representatives in connection with the Exhibitor's materials, equipment, goods or property used or displayed in the event. The Exhibitor will purchase insurance policies for the above listed damages.

Organiser reserves the right to change the venue, time and date of any Congress activities without being liable to Exhibitor for any damages or loss resulting therefrom. Exhibitor will be notified in writing as soon as a change is made.

## **Exhibition Regulations**

The exhibition manager (the "**Exhibition Manager**"), acting under direction of the organising committee, has the final decision as to the acceptability of displays. Exhibitors are not allowed to share with others any space allotted to them without prior written consent by the Exhibition Manager.

The Organiser reserves the right to alter the general layout or limit the space allotted to each Exhibitor, postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the Organiser will not be held liable for any expenses incurred other than the cost of exhibit space rental fees.

All exhibits are to be displayed so as to avoid blocking aisles, obstructing adjoining booths, damaging the premises or the leased equipment. The Exhibitor is kindly requested to allow sufficient see-through areas, which ensure clear views of surrounding exhibits.

In standard booths, height is restricted to 246cm. Exhibitors are responsible for the cost and execution of the design, installation and delivery of their display to (and its removal from) the exhibition site.

Flammable materials are not allowed to be utilized. Equipment displayed or demonstrated must be installed with strict adherence to safety measures.

The Exhibitors undertake to observe the timetable designated for completion of their display before the exhibition opening and its dismantling at the close of the exhibition. No dismantling or packing of the display before the designated hour is allowed. It is the Exhibitor's responsibility to pack and remove or consign for shipment all items of value prior to leaving their exhibit unattended, otherwise the Organiser will arrange for their removal at the Exhibitor's risk and sole expenses. Exhibitors are obliged to ensure that their stands are permanently staffed during the exhibition opening hours.

Payment is to be made in accordance with the conditions of payment listed in the prospectus or as shall be agreed in writing with the Organiser. Should the Exhibitor fail to make such payment on time, the Organiser shall be entitled to terminate the contract, withdraw confirmation of acceptance, make other arrangements for the space or seek compensation for non-fulfilment of contract.

Participation by Exhibitor is dependent upon compliance with all rules, regulations and conditions stated herein.

Access to the exhibition is authorised on presentation of a badge issued by the Organiser. Exhibitor's badges will not be mailed in advance and may be collected from the Exhibition Manager's desk on the exhibition commencement date.

The Organiser ensures daily cleaning of the aisles. Exhibitors are responsible for the cleaning of their stands.

The provision of refreshments for the participants by Exhibitor is only permitted if the catering regulations of the exhibition building concerned are observed. Organiser is not liable or responsible for the quality and/or quantity of the Exhibitor's refreshments. The Exhibitor shall fully indemnify, defend and hold harmless the Organiser, its shareholders, directors, employees, agents and representatives, from and against any and all liability, losses, claims, actions, proceedings, injuries, demands, fees, penalties, judgments, fines, damages, costs and/or expenses (including reasonable attorneys' fees and costs) sustained or incurred by any third party in connection with the use or consumption of the Exhibitor's refreshments.

All demonstrations or instructional activities must be confined to the limits of the exhibition stand, with prior consent from the Organiser. Advertising material and signs may not be distributed or displayed outside the exhibitor's stands. Advertising panels and display are not permitted outside the exhibition areas allotted to the Exhibitors. Sound equipment must be regulated and directed into the stand so that it does not disturb neighbouring exhibits. The exhibition management reserves the right to require the Exhibitor to discontinue any activity, noise or music that is deemed objectionable.

Exhibition areas and fittings made available to Exhibitor must be handed back in their original condition. In case of damage or loss of equipment provided, or damage to areas occupied, repair and replacement will be charged to the Exhibitor. Any special decoration or fittings must be submitted to the Organiser for prior authorization.

The Organiser will not approve stands, which do not comply with the accepted standards, until the necessary changes have been made.

## **Industry Code of Practice**

It is the Exhibitor's responsibility to comply with the local authority's regulations, EFPIA (European Federation of Pharmaceuticals Industries & Associations) [www.efpia.org](http://www.efpia.org), Eucomed (represents Medical Technology industry) <http://archive.eucomed.org/> and IFPMA (International Federation of Pharmaceutical Manufacturers & Associations) [www.ifpma.org](http://www.ifpma.org) code of practice on the promotion of medicines. Failure to comply with these regulations may not be used as a ground to declare the contract void. Failure to comply with the rules and regulations will not expose the Organiser to any suits, demands by the Exhibitor or any other third party.

## **CME**

Absolutely no promotional activities will be permitted in the same room immediately prior to, during, or after a CME activity. Exhibit materials 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. 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.





## Congress Secretariat



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