



**Institute for Scientific Exchange, Inc.
Exhibitor Prospectus**

As An Exhibitor at an ISE, Inc. conference your company will be entitled to the following:

- A logo ad listing in the final program announcement brochure which is circulated to over 25,000 colleagues worldwide and listing on the ISE, Inc. website where a copy of the program will be displayed. (based on brochure printing deadline. Artwork or electronic file with logo due 8 months before meeting date. Please call for any deadline concerns).
- Display access to conference audience consisting of key decision makers, senior level executives, lab directors and researchers from the pharmaceutical and biotechnology industry, academia and government agencies.
- A FREE Full Page advertisement in the conference binder, which will be distributed to all attendees. Artwork needed AT LEAST one month before conference date. The ad should be in Black and White ONLY; size: 8 ½ x 11 inches; .jpeg, .gif or PDF format. Please email electronic file to nola@isciencex.com.
- Maximum booth size is up to 10' (i.e. A six-foot table, skirted will be provided along with two chairs). Additional equipment or services needed from the venue is the responsibility (financial & otherwise) of the registered exhibitor (i.e. electrical, lights, etc...)
- The exhibitor is allowed up to five people to staff the booth. If any one would like to attend the conference presentations, the participating company will receive one (1) complimentary registration including attendance at the Welcome Reception and networking lunch (if scheduled). If more staff requests to attend the conference sessions, the discount is 50% for each additional registrant.
- 5 minute Exhibitor presentation (Company Profile & Impact of Participating at the ISE, Inc. event). Please check program agenda for schedule.
- ISE, Inc. will also assist in marketing the program to company client mail lists if requested as well as advertised to our own extensive email and mail lists.

Audience size 150-200 people.

Exhibit Space: limited to 10 spaces

COST: \$2000.00 per space. (up to a maximum of 10'x 10').

Exhibit registration must include receipt of full payment. Full payment will entitle company to reserve a position of their choice in exhibit area subject to limited space and availability.

Academic institutions and government agencies will receive a 50% discount.

Please see EXHIBITOR REGISTRATION FORM for reservations and sponsorship opportunities.

If you are planning to ship boxes or packages before the start of the conference they should arrive no earlier than three days prior to the start of the meeting.

CANCELLATIONS AND REFUNDS: All cancellations are subject to a \$250.00 administrative fee. Cancellation 60 days prior to conference date will receive a 50% refund (less the cancellation fee). Cancellation less than 60 days prior to the conference will receive no refund, but space may be transferable or the remitted amount may be used for attendee registration.