



June 11-15, 2018
ALFÂNDEGA CONGRESS CENTRE
Porto, Portugal

Hosted by the
International Society for
Antiviral Research (ISAR)

2018 ICAR Exhibitor Prospectus

www.isar-icar.com

31st International Conference on Antiviral Research

Exhibitor Registration Form

Porto, Portugal | June 11 – 15, 2018

EXHIBIT FEE = \$2500

Exhibitor may use a tabletop exhibit only. If you have a display that exceeds the size of a tabletop, please advise and we will work to accommodate your needs. Please note no power is provided. Included in the cost of the exhibit:

- One (1) display table
- One (1) chair
- One (1) Full Conference Registration
 - Coffee and refreshment breaks
 - Opening Reception on Monday, June 11, 2018
 - Scientific meeting and poster sessions
 - Closing Banquet on Thursday, June 14, 2018

Additional exhibit persons with the same company who want to attend the scientific sessions may register at a special rate of \$800. Additional persons with the same company or accompanying persons who do not wish to attend the scientific sessions but want to participate in the social events may register at a special rate of \$200.

EXHIBIT LOCATION

Alfândega Porto Congress Centre
Rua Nova da Alfândega, Porto, Portugal 4050-430
<http://www.ccalfandegaporto.com/en/>

EXHIBITOR MOVE-IN

Monday, June 11, 2018: 10:00 am – 12:00 pm

Exhibitors who need additional time before or after the official move-in times should contact the Conference management office directly for pre-approval.

EXHIBITOR MOVE-OUT

Friday, June 15, 2018: 9:00 am – 12:00 pm

All exhibit materials must be removed no later than 12:00 pm on Friday, June 15, 2018. Any materials remaining after 12:00 pm will be discarded unless prior arrangements are made with the Conference management office.



31st International Conference on Antiviral Research

Exhibitor Registration Form

Porto, Portugal | June 11 – 15, 2018

EXHIBIT HOURS

Exhibits will be set up in a central, highly visible location providing maximum exposure. Exhibits may be open prior to scientific sessions, during breaks, after meeting sessions and during poster sessions, but not during plenary sessions. A more detailed schedule with specific hours will be sent to exhibitors closer to the meeting.

LOSS / DAMAGE LIABILITY

The Alfândega Porto Congress Centre and ISAR cannot guarantee against loss or damage and will assume no liability damage nor guarantee the exhibitor against loss of any kind. Exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury to persons or damage to exhibitor's displays, equipment, or other property brought upon the premises of the venue and agrees to indemnify, defend and hold harmless the Group, the venue, and its owners, servants, agents, and employees against all claims or expense for such losses, including reasonable attorney's fees, arising out of the use of the venue's premises excluding any liability caused by the negligence of the Group or the venue or its owners, servants, agents, and employees.

EXHIBIT MATERIAL

All materials used in the exhibit must be non-flammable and conform to the Fire Regulations of the venue and city. Electrical installation must conform to appropriate codes and must be arranged through the Conference Secretariat. Material not conforming to such regulations will be removed immediately at the exhibitor's expense. Gasoline engines, motors, or any kind of equipment may not be operated. All storage, delivery, electrical, decor, and costs other than the above described exhibit booth shall be the sole responsibility of the exhibitor, and should be coordinated through the Conference Secretariat.

SPECIAL NOTICES

All display equipment, furniture, and decor must be confined to the measured limits of the tabletop display. Please let us know if you need special accommodations. **Nothing, including nails or wires used in erecting displays may be attached to the building in any way.** Any property destroyed or damaged by exhibitors must be replaced in its original condition by the user or at the user's expense.



31st International Conference on Antiviral Research

Exhibitor Registration Form

Porto, Portugal | June 11 – 15, 2018

INSURANCE & SECURITY

Exhibitors who desire to carry insurance or security for their exhibits must obtain it at their own expense. The Alfândega Porto Congress Centre, ISAR or its Conference Secretariat, accepts no responsibility for the security of any equipment or materials in use or stored on the premises. Some areas can be secured but no guarantees against unauthorized entry can be made.

REFUND POLICY

Exhibitor registrations canceled before May 10, 2018 will be refunded, less a \$200 USD processing fee. After May 10 no refunds will be made. Cancellations must be confirmed in writing; all refunds will be processed after the Conference. Registration cancellations for additional or accompanying persons are subject to the same conditions, with a \$50 USD processing fee.

REGISTRATION

Each exhibit booth staff person needs to complete and send in a copy of the Exhibitor Meeting Registration Form with the appropriate fee.

ADDITIONAL INFORMATION

For additional exhibitor information, please contact:

Roger Ptak, ICAR Exhibitors Chair
Phone: +1-301-694-3232 ext. 284
E-mail: rptak@southernresearch.org

If you require additional services, please contact:

Kelly Givan, Caliber Meetings & Events, LLC
Phone: +1-571-349-0079, ext. 102
E-mail: info@isaricar.com



31st International Conference on Antiviral Research

Exhibitor Registration Form

Porto, Portugal | June 11 – 15, 2018

Please print or type

SECTION 1 – Provide information exactly as it should appear on Conference materials.

Last Name

First Name

Degree

Exhibiting Company Name

Street Address

City

State

Country

Zip/Postal Code

Telephone

Email

If outside U.S., please include country and city codes.

SECTION 2 – Select Exhibitor Registration Type

(Registration code(s) will be sent to you after the application has been processed.)

<input checked="" type="checkbox"/>	Exhibitor - Fee Includes One (1) Meeting Registration	\$2,500.00
<input type="checkbox"/>	Exhibitor - Additional Person Attending Scientific Sessions	\$800.00
<input type="checkbox"/>	Exhibitor - Additional Person Attending Social Events Only	\$200.00
<input type="checkbox"/>	Accompanying Person – Social Events Only	\$200.00
Full Name(s) of Accompanying Person (as to appear on name badge)		
Full Name of Attendee (if different from contact above)		

SECTION 3 – Payment Information

Check or Money Order is enclosed.
Make checks payable to: ISAR Amount Enclosed = \$ _____

Credit Card. ISAR is PCI Compliant, so we will send you a secure payment link.

American Express

Visa

MasterCard

Signature: _____

Amount = \$ _____

Return this form with payment to: Caliber Meetings & Events, LLC

Attn: Kelly Givan

2364 North Fillmore Street, Arlington, VA

Phone: +1-571-349-0079 / E-mail: info@isaricar.com

Please retain a copy of this form for your records. Receipt of registration fees will be acknowledged.