Dear Prospective Exhibitor/Supporter:

We are pleased to invite you to exhibit at our 2024 SESPRS 67th Annual Scientific Meeting! Reach SESPRS members and meeting attendees while enjoying first-class facilities at The Cloister in Sea Island, Georgia.

The Southeastern Society of Plastic and Reconstructive Surgeons is the oldest regional plastic surgery society in the United States and the Annual Scientific Meeting is recognized by many as one of the most outstanding regional meetings in the country. Our 2024 meeting promises to be educational, exciting and entertaining. Our Annual Scientific Meeting will focus on basic and innovative scientific research and/or clinical studies that foster the pursuit of the highest levels of excellence in the specialty of Plastic Surgery.

Interested companies may take advantage of this SPECIAL MEETING by completing the registration and agreement forms attached. Please complete the application pages and e-mail or fax them back with payment. Exhibitors will enjoy this relaxed meeting and have quality time with our attendees. Exhibits will be open daily beginning on Sunday morning and ending on Wednesday afternoon. Exhibitors are welcome to attend the theme dinner on Sunday evening for additional time with attendees. An additional fee applies, please see details on page 2.

Advertising Support Opportunities are also available. In return for supporting a program, you will be recognized for your support of the event with prominent signage and receive other appropriate benefits approved by the Society. Please discuss Support Opportunities with Susan Russell, srussell@sesprs.org or 435-901-2544.

Exhibit booths and event support opportunities are reserved on a first-come, first-served basis. A tentative exhibit hall schedule and floor plan (subject to change) for the Annual Meeting is attached. An exhibit space registration and agreement form is also included. Your payment must accompany your exhibit application. We will assign booth space for the Annual Meeting as we get closer to the meeting date.

We hope that you will accept our invitation to reserve an exhibit space and support this meetings. If you have any questions, please do not hesitate to contact Ashley Ryberg at aryberg@sesprs.org. You may also call us at (435) 901-2544. We look forward to seeing you at The Cloister in Sea Island, GA.
EXHIBITOR REGISTRATION AND AGREEMENT

SOUTHEASTERN SOCIETY OF PLASTIC & RECONSTRUCTIVE SURGEONS
67th ANNUAL SCIENTIFIC MEETING
JUNE 8-11, 2024
THE CLOISTER, SEA ISLAND, GEORGIA
Exhibitor Registration and Agreement Form

Company: ______________________________________________________________
Address: _______________________________________________________________
City: _______________________ State: _____ Country: __________ Zip: __________

Principal Contact – Name and Phone Number (Responsible for coordination and communication with meeting planner):
______________________________________________________________________

Representative Phone: ____________________ Fax: ___________________________
E-mail: ____________________________ Web Site Address: ____________________

Yes, we will exhibit at the 2024 - SESPRS 67th Annual Scientific Meeting

___ Premium Exhibit Space $7500 - two 6 foot table top displays.
___ Exhibit Space @ $3,950 each - 6 foot table top display.
___ Welcome Reception, Saturday, June 08, 2024, no additional fee, note to left the number of exhibiting reps attending (2 included with paid exhibit space).
___ Theme Dinner, Sunday, June 09, 2024 - $200 per person
___ Black Tie Dinner, Tuesday, June 11, 2024 $250 per person
___ Tennis, Sunday, June 09, 2024 $60 per person
___ Golf - Monday, June 10, 2024 $320 per person, Club Rental $87 per person

(2 Representatives Included - Additional Representative $350 each - Limit 4 reps per exhibit booth MAX)

TOTAL ENCLOSED $ ________________

REPRESENTATIVES: Please list the names of all representatives who will be at the 2024 June SESPRS Meeting in conjunction with your exhibit. Registration for up to (2) representatives is included in the registration fee. An additional $350.00 registration fee ($375.00 on-site) is required for an additional representative. There is a maximum of four (4) representatives allowed per exhibit space. Each exhibit space consists of a six (6) foot table-top display. Cancellation of booth space requested in writing prior to March 01, 2024, will be granted,
subject to a $50 processing fee. No cancellations will be considered after March 01, 2024. (Contact us if you have additional questions: 435-901-2544 or e-mail Ashley at aryberg@sesprs.org)

**Program Advertising. These opportunities are very limited - Act FAST if you wish to participate.** This will be on a first come first serve basis. There are three (3) Full Page Ad Options and three (3) Half Page Ad Options. See below for details:

(1) Full Page Inside Program Front Cover _____ $3000  
(2) Full Page Inside Program _____ $2500 each  
(3) Half Page Inside Program _____ $1950 each

**Advertisement Requirements:** Full page ads require high resolution pdf files with 1/8” bleeds - 5.5” x 8.5”. Half page ads require high resolution pdf files with 1/8” bleeds - 5.5” x 4.25”. Your company will be responsible to furnish the completed ad as noted here **no later than April 30, 2024** to the Society office via e-mail.

Representative In-Charge Name:___________________________________ (Included)

Name:____________________________________________________(Included)

Name:____________________________________________________ ($350 Reg. Fee; $375 On-Site)

Name:____________________________________________________ ($350 Reg. Fee; $375 On-Site)

Credit Card: Visa_______ MC______  EXP Date:____________________ (Visa/MC only)

Card #:_____________________________________________________________

Security Code:_____________

SIGNATURE: _______________________________ DATE: _________________

**ALL Credit Card payments are subject to a 3% processing fee.**

**PLEASE BE SURE THE ADDRESS ABOVE MATCHES THE CREDIT CARD BILLING ADDRESS**

Please allow sufficient time for credit card processing. **The total contracted amount must be forwarded with this application form.** The total fee must be received prior to space being assigned. If paying by check please make payable to The Southeastern Society of Plastic and Reconstructive Surgeons (SESPRS). To secure your exhibit space e-mail to srussell@sesprs.org, fax or mail contract and payment to:

**SESPRS / Attn: Susan Russell**  
6300 Sagewood Drive, Suite H255  
Park City, UT 84098  
TEL: (435) 901-2544  FAX: (435) 429-6600
Shipments delivered will incur delivery, possible storage and outbound shipping fees. You or your company will be responsible for these fees.

Attestation: On behalf of my company, I have read, understand and agree to the terms and conditions set forth in the General Information and Conditions of Exhibitor Agreement sections of this prospectus. In addition, I agree that my company will abide by all ACCME regulations regarding corporate support as they are now and as they may be amended.

NAME:___________________________________________  DATE:____________

SIGNATURE:_________________________________________________________

Please see the exhibit space layout to follow. You may request a particular booth at the time your exhibitor agreement is received and paid in full. We will do all we can to accommodate space requests but cannot guarantee spaces until close to the meeting date. Space is on a first come, first served basis and a requested booth may be denied due to an earlier competitor company assignment.

Food and Beverage Stations will be in the exhibit space. The General Session will take place daily in the ballroom areas.
Resident Breakfast/Lunch. Special guest speakers will help guide the next generation of plastic surgeons as they gear up to complete their training and enter the world of medical practice.

**Support Opportunity:** **$4500** Signage and Acknowledgment of support.

Toast to Trudie. A mentoring reception event on Monday, June 10th for Women in Plastic Surgery. Hosts: Holly C.Wall, MD, Lynn Damitz, MD, Carmen Kavali, MD, & Ann Ford-Reilly, MD

**Support Opportunity:** **$7500** Signage and Acknowledgment of support.

Special Candidate & Young Member Reception: Host this event with us on Monday, June 10th from 1-3 pm, location TBD. This will be geared toward our early career members for a chance to meet and engage with our leadership and more senior members to learn more about the Society and plastic surgery practice.

**Support Opportunity:** **$7500** Signage and Acknowledgment of support.

Resident Jeopardy Bowl, Sunday, June 09th. Resident session, attended by Residents and attendees. Moderator: Kent Higdon, MD

**Support Opportunity:** **$7000** Signage and Acknowledgment of support.

Sunday Evening Themed Event. Open to all registered attendees and guests. An exclusive opportunity for one company to be recognized. Special booth space will be provided if required and 4 representative tickets for this event on 6/9/24.

**Support Opportunity:** **$30,000** Signage and Acknowledgment of support.

Networking Event: Host an event on Monday, June 09th late afternoon or early evening. This is a free night for our attendees and a great opportunity to showcase your company. The function space, basic A/V, and signage will be included. Any F&B costs or special speaker honoraria will be the responsibility of the sponsoring company.

**Support Opportunity:** **$10,000** Signage and Acknowledgment of support.

Mini Hand and Micro Symposium Sunday, June 09th. A didactic and hands-on afternoon session including lunch. This will be an intimate group of 50-75 plastic surgeons engaging in the latest technology and techniques. Interested industry must exhibit to support this event.

Moderators: Dr. Brent DeGeorge, Dr. Harvey Chim and Dr Brian Rinker

**Support Opportunity:** Call for more details on support and hands on pricing. Signage and Acknowledgment of support.

Golf Tournament. Contacts at your fingertips! Spend one on one time at this golf outing on Monday, June 10th. Sponsor a hole or our lunch. Multiple sponsors accepted. One representative golf registration included with support.
**EXHIBITOR SUPPORT/ADVERTISING OPTIONS**

**Support Opportunity:** $2500 Signage and Acknowledgment of support.

**Tennis Tournament:** Sponsor the tennis tournament on Sunday, June 09th beginning at 1:30 pm. Two representatives from your company are included to play in this

**Support Opportunity:** $1500 Signage and Acknowledgment of support.

**Black Tie Cocktail Reception:** Mingle with the attendees during this special gala reception on Tuesday evening.

**Support Opportunity:** Signage and Acknowledgment of support in event meeting room. (Does not include dinner) $3500

**Black Tie Dinner:** Enjoy an elegant evening with attendees. Tuesday evening - One on one time at it’s best! Don’t miss this EXCLUSIVE opportunity. 4 seats included for the dinner.

**Support Opportunity:** Signage and Acknowledgment of support in event meeting room. $30,000

In addition to these standard sponsorship opportunities, we can help you create a custom sponsorship package for increased brand exposure and recognition.

To participate in any of these support and advertising programs, please contact: Susan Russell at srussell@sesprs.org or 435-901-2544.
BADGES:
Two (2) complimentary representative badges will be issued to the exhibiting company for each paid space. The fee for each additional badge is $350 ($375 on site), for a maximum of four (4) representatives per table. Name badges are required for entrance to our Exhibit Room.

CANCELLATION POLICY:
In the event of cancellation, refunds will be made if notification of cancellation is received in writing prior to March 01, 2024 subject to a $50 processing fee. Refunds will not be made for cancellations made after March 01, 2024.

EXHIBIT AND SPONSOR CONTACT INFORMATION:
Applications with credit card information may be e-mailed to Ashley at aryberg@seprs.org. Please mail checks to:

SESPRS - The Southeastern Society of Plastic and Reconstructive Surgeons
ATTN: Susan Russell
6300 Sagewood Drive, Suite H255
Park City, UT 84098
Tel: 435-901-2544

EXHIBIT FEES:
Exhibit Space; Premium: two 6-foot table-top displays $7500, one 6-foot table-top display: $3950

There will be approximately 25 spaces in our Exhibit Areas, which is the location of our, event breakfasts, coffee/refreshment breaks, and exhibits. In the event additional exhibit space is required adjustments to the diagram may be made by SESPRS.

Exhibitors are welcome to take part in our tennis and golf tournaments. Additional fees apply. For additional details see page 2 or call the Society office, 435-901-2544.

EXHIBITOR REGISTRATION:
Exhibitors may register and set-up beginning at approximately 12:00 PM on Saturday, June 08, 2024. Name badges and information will be available at that time at the registration desk. No daily breakdown is required. Exhibits will be open beginning Saturday, June 08, 2024, and end on Tuesday, June 11, 2024, at 12:00 pm.

EXHIBITOR REPRESENTATIVE:
The exhibiting company will name one person as its duly authorized representative, who is responsible for the exhibit and hereby accepts and assumes all responsibility for all representatives or alternates in attendance at its exhibit throughout all exhibit
periods. Please notify meeting representatives at any time if there are any changes.
ALL MEETING INFORMATION IS SENT TO THE PRIMARY CONTACT’S ATTENTION.

**HOTEL INFORMATION AND RESERVATIONS:**
The 67th Annual Scientific Meeting will be held at The Cloister, 100 Cloister Drive, Sea Island, GA 31561

**HOURS OF EXHIBIT OPERATIONS:**
Saturday, June 08, 2024  
12:00 PM - Set-up -  
5:30 – 7:00 pm Welcome Reception  
Sunday, June 09, 2024 (Theme Dinner - Registration Required, fee applies)  
7:00 AM – 3:00 PM  
1:30 pm Tennis Tournament (Fee applies - registration required)  
Monday, June 10, 2024  
7:00 AM – 1:00 PM  
12:30 pm Golf Tournament (Fee applies - registration required)  
Tuesday, June 11, 2024 (Black Tie Dinner - Registration Required, fee applies)  
7:00 AM – 12:00 PM (Breakdown)

**DISMANTLING OF EXHIBITS:**
All exhibits must remain intact until 11:00 AM on June 11, 2024 the official exhibit hall closing time.

**INSTALLATION OF EXHIBITS:**
Each paid exhibitor booth space will consist of one 6 foot table top display, table linens and (2) chairs will be provided. Your company name and logo will be listed in our exhibitor information and placed in each attendee registration Program and on on-site signage.

Additional equipment i.e. electricity equipment, telephone/internet, etc. are to be provided by the hotel at the exhibitor’s expense. You will need to contact the hotel directly for these items.

All set-up and teardown of exhibits is the responsibility of the exhibitors. Should you require additional assistance, please contact the Hotel directly. Set-up of the exhibits will begin on **Saturday, June 08, 2024, at approximately 12:00 PM.** Displays are limited to tabletop exhibits only. Any additional enhancement that cannot be contained to the top of the tables is prohibited. Banners or flags may be permitted with the permission of the Society. Free-standing booths are prohibited. All exhibits, equipment, displays, literature, video, and audio equipment, etc., must be contained within the allotted table space. Exhibits not adhering to these rules and regulations will be dismantled on-site at the exhibitor’s expense with no refund.
SHIPPING & DELIVERIES OF EXHIBITOR DISPLAYS:
The Cloister
ATTN: SESPRS - (Company Name)
100 Cloister Drive, Sea Island, GA 31561

CONDITIONS OF EXHIBITOR AGREEMENT:

1. **Assignment of Space:** Booth space will be decided on a first-come, first-served basis based on the date of receipt of the Exhibitor Registration & Agreement Form, full payment and direct company competitors. Exhibitors may request a particular booth space although final decision will be determined by SESPRS. Once space is assigned, an exhibit may only be moved with the mutual consent of SESPRS and the specified exhibitor.

2. **Payment:** Full payment is required with a completed registration and agreement form for exhibit booth to be assigned.

3. **Cancellations:** Cancellations in writing to SESPRS on or before **March 01, 2024,** will receive a refund of the exhibit fee minus a $50 processing fee. No refunds will be made for cancellations received after **March 01, 2024.**

4. **Care of Exhibit Space:** Exhibitors must maintain and keep their exhibit booth and the contracted space in good order, at their expense.

5. **Insurance:** In all cases, exhibitors wishing to insure their goods must do so at their own expense.

6. **Protection of Exhibit Space:** Nothing shall be posted, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the hotel without the permission of SESPRS and/or a representative of the hotel. Packing, unpacking, and assembly or exhibits shall be done in designated areas and conform to instructions of SESPRS or hotel representatives.

7. **Default Occupancy:** An exhibitor who fails to occupy contracted space is not relieved of the obligation to pay for such space at the full rental price, and SESPRS shall have the right to use that space upon the show’s opening.

8. **Use of Space:** Exhibits will only be permitted in the official exhibit area established by SESPRS.

9. **Cancellation or Relocation of Meeting:** If cancellation or relocation of the meeting is due to circumstances within SESPRS’s control, SESPRS’s liability will be limited to a refund of fees to the exhibitor. If SESPRS has no control over the cancellation or relocation, SESPRS will have no liability of any kind, but may at its discretion, refund any fees paid by the exhibitor.

10. **Liability:** SESPRS does not assume any responsibility for the protection of property of the exhibitor or their representatives, or of the property used in connection with the exhibit, from theft, damage, or destruction. Small or easily portable articles shall be properly secured or removed after exhibit hours and placed in safekeeping by the exhibitor. The exhibitor agrees to hold SESPRS harmless from all such claims and claims of liability of any kind arising from the activities of the exhibitors, its representatives, or
from the display or use of property of the exhibitor. SESPRS shall not be liable for failure to provide space to an exhibitor if non-delivery is due to destruction to the building or the exhibit space.

11. Distribution of Printed Material: Distribution of materials by exhibitors or their agents is limited to the area rented by the exhibitor. Flyers or other printed material may NOT be delivered to hotel rooms of SESPRS registrants without advance permission from the resort and SESPRS. Any costs for such authorized distribution shall be the sole responsibility of the exhibitor. Other than the above, advertising circulars, brochures, etc. may only be distributed from exhibit tables and may not be placed in any meeting room or in the SESPRS registration area.

12. Exhibitor Seminars, Lectures, Off Site Events: Exhibitor agrees not to conduct, sponsor or promote any general seminars, lectures or clinics without written approval from SESPRS during a CME meeting. Any proposed seminar, lecture or clinic should not be arranged on any day or evening that SESPRS has functions provided for attendees, such as receptions, gala dinners, faculty dinners, etc. Furthermore, companies agree to refrain from inviting or hosting an event with any faculty member or meeting presenter to any seminar, lecture or clinic. All such proposed functions must be approved by SESPRS prior to scheduling and a fee may be required. No ad boards or special meetings by an exhibiting company should be held during the course of any SESPRS meeting. Off site dinners are permitted.

13. Company agrees that any Society mailing lists received as a part of this agreement may only be used to promote Company’s participation in the Exhibit Hall at this official Society event. Further, Company agrees that nothing in this agreement is meant to provide an endorsement (express or implied) of the company’s products or services, nor is Company granted the right to hold any social or other event at the Society’s chosen meeting venue that is not considered an official SESPRS event. The opportunity to host a non-sanctioned event may be considered through a separate contract with the Society. Details of such a contract, and any associated fees, are to be negotiated separately.

14. Food or Beverage in Exhibitor Booths: No food, beverages or tobacco products of any type may be sold or distributed from an exhibitor table.

15. Price List: Advertisements, exhibit materials or promotion may include prices, but shall not make price comparisons with competitive products.

16. Removal of Exhibits by SESPRS: SESPRS has the right to prohibit, bar, prevent and remove any exhibit or proposed exhibit, or any part or portion thereof, which in the judgment of SESPRS is unsuitable or inappropriate for the exhibition. Such right shall extend to, but shall not be limited to, all equipment, materials, displays, installations or other items or things consisting of, part of, or used or distributed in connection with such exhibit. Specific punitive actions may be taken against companies that are determined by SESPRS to have violated any provision of these rules and regulations.

17. Selling of Products or Services: All transactions must be conducted in a manner consistent with the professional nature of the exhibits.

18. Violation of Condition: The following actions shall constitute a violation of Conditions of the Exhibitor Agreement: (1) violation of any municipal, state, or national laws, rules, or regulations, including safety codes; and (2) failure to follow procedures prescribed in this prospectus.

19. Acceptance of Exhibit Contracts: SESPRS may refuse space to any company or individual whose products or services, in the judgment of SESPRS, do not further the educational and/or scientific purposes of the Annual Meeting.
Five-Star Exhibitor Request Form

Exhibitor Information

| Event Name: |
| Event Date(s): |
| Company: |
| Email: |
| Address: |
| City, State, Zip: |
| Phone Number: |
| Booth Number: |

Audiovisual Requests

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<tr>
<th>Quantity</th>
<th>Item</th>
<th>Price</th>
<th>Date(s) Requested</th>
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<tbody>
<tr>
<td></td>
<td>Power connection to power strip</td>
<td>$50/day</td>
<td></td>
</tr>
<tr>
<td></td>
<td>55&quot; Flat Panel Monitor</td>
<td>$525/day</td>
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<td>75&quot; Flat Panel Monitor</td>
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<tr>
<td></td>
<td>TV Stand with Shelf</td>
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<tr>
<td></td>
<td>Flip-chart with Markers</td>
<td>$105/day</td>
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<tr>
<td></td>
<td>Wireless Uplight</td>
<td>$100/day</td>
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<tr>
<td></td>
<td>Wireless Pinspot Light</td>
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<tr>
<td></td>
<td>Speaker on Stand</td>
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Additional equipment available upon request. Please contact Five-Star AudioVisual for assistance.

Internet Requests

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<tbody>
<tr>
<td></td>
<td>Wi-Fi Internet Connection</td>
<td>$105/day</td>
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*Wireless Internet Connections are charged per device, per day. Additional detected devices will be charged accordingly. Please indicate the date and time at which you (or your representative) will be arriving to begin the setup of your exhibit booth. A technician will meet you to accommodate any additional requests and provide the internet credentials for your requested device(s).

Setup Date: ____________________________
Setup Time: ____________________________

All pricing does not reflect service charge, sales tax, damage waiver or delivery fees.

Billing Information

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<tr>
<th>Name on Card:</th>
<th>Company Name:</th>
</tr>
</thead>
</table>

Billing Address: ____________________________
City, State, Zip: ____________________________

Please submit this form by emailing it to: cmitchell@five-starav.com

Once form is received you will be sent a link from Sertifi to submit payment securely.

Payment must be completed 5 business days prior to event for gear/services to be booked.

All additions on-site or after 5 day deadline will incur an additional $150 fee.

Please remit any questions to: Chris Mitchell, Sales Manager Five-Star AV
Phone: 912.771.9722   Email: cmitchell@five-starav.com