WHO ATTENDS?

Allied Health Professionals
Bariatric Surgeons
Colorectal Surgeons
Endoscopic Surgeons
General Surgeons
Hepatic/Pancreatic/Biliary Surgeons
Hernia Surgeons
Minimally Invasive General Surgeons
Oncologic Surgeons
Pediatric Surgeons
Thoracic Surgeons

WHAT IS SAGES?

SAGES (The Society of American Gastrointestinal and Endoscopic Surgeons) was founded in 1981 to foster, promote, support and encourage academic, clinical and research achievement in gastrointestinal endoscopic surgery. SAGES currently boasts more than 6,500 general surgeon members from countries ringing the globe. SAGES annual meeting is oriented toward minimally invasive surgery and in 2018 had an attendance of over 2,700 surgeons.

SAGES 2019

Society of American Gastrointestinal and Endoscopic Surgeons

Annual Scientific Sessions & Postgraduate courses
A View Through the Scope - Past, Present & Future

APRIL 3-6, 2019
Baltimore Convention Center
Baltimore, MD

Deadline for Priority Space Assignment: October 26, 2018
Number of Attendees Anticipated: 2,700+

Exhibitor application and floor plan available via this link:
https://www.sages2019.org/exhibitors/

FIND SAGES ON THE WEB AT:
www.sages.org       www.sages2019.org       Twitter: @SAGESUpdates       Facebook: www.facebook.com/SAGESSurgery

SAGES ....

• Has been a driving force in MIS general surgery training and education for more than 30 years

• Embraces new ideas and initiatives, propelling the advancement of training, education and application of MIS general surgery modalities world wide

• Conceived and developed The Fundamentals of Laparoscopic Surgery (FLS) a skills and knowledge assessment test which graduating surgery residents are required to pass

• Fosters industry partnerships to realize mutually beneficial goals

• Has representatives in the American Medical Association and on the American Board of Surgery
EXHIBITOR DEADLINES

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 21, 2018</td>
<td>Abstract submission deadline - Oral, Poster &amp; Video</td>
</tr>
<tr>
<td>October 8, 2018</td>
<td>Earlybird Deadline - submit your application early &amp; earn priority points!</td>
</tr>
<tr>
<td>October 26, 2018</td>
<td>Priority Space Assignment Deadline</td>
</tr>
<tr>
<td>January 11, 2019</td>
<td>Exhibit Space Balance Due</td>
</tr>
<tr>
<td>February 1, 2019</td>
<td>Exhibitor Company Profile</td>
</tr>
<tr>
<td>February 11, 2019</td>
<td>Hotel Reservations Cut-Off</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Exhibitor Appointed Contractor Form &amp; Certificate of Insurance</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Exhibitor In-Booth Presentation Form</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Giveaway Notification Form</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Hotel Door Drop Form</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Special Promotions Participation Form</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Meeting App Exhibitor Listing Enhancements</td>
</tr>
<tr>
<td>March 8, 2019</td>
<td>Booth design submitted to Show Management (20x20 or larger)</td>
</tr>
<tr>
<td>March 8, 2019</td>
<td>Function Space Request Form</td>
</tr>
<tr>
<td>March 22, 2019</td>
<td>Exhibitor Badge Registration</td>
</tr>
</tbody>
</table>

EXHIBITOR DATES AND HOURS

Dates and times the exhibit hall is open to registrants:
- Wednesday, April 3  5:30 pm – 7:30 pm  Opening Reception
- Thursday, April 4   10:00 am – 4:00 pm
- Friday, April 5      10:00 am – 4:00 pm  Exhibitor breakdown begins at 4:00 pm

Exhibitor application and floor plan available via this link:  https://www.sages2019.org/exhibitors/
### General Information

#### Meeting Hotels & Exhibit Hall Location

<table>
<thead>
<tr>
<th>Hotel/Location</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hilton Baltimore</td>
<td>401 West Pratt St., Baltimore, MD 21201</td>
</tr>
<tr>
<td>Renaissance Baltimore Harbor Place</td>
<td>202 E Pratt St., Baltimore, MD 21202</td>
</tr>
<tr>
<td>Sheraton Inner Harbor Hotel</td>
<td>300 S Charles St., Baltimore, MD 21201</td>
</tr>
<tr>
<td>Exhibit Hall Location</td>
<td>Baltimore Convention Center Exhibit Halls E, F and Swing 1 W Pratt St., Baltimore, MD 21201</td>
</tr>
</tbody>
</table>

#### Association Information

**Society of American Gastrointestinal and Endoscopic Surgeons (SAGES)**

11300 W. Olympic Blvd., Suite 600
Los Angeles, CA 90064
Phone: (310) 437-0544
Fax: (310) 437-0585
Web: [www.sages.org](http://www.sages.org) and [www.sages2019.org](http://www.sages2019.org)

#### Contact Information

- **For Exhibits contact**
  Melanie Camero
  (310) 437-0554, ext 113
  melanie@sages.org

- **For support and visibility opportunities contact**
  Shelley Ginsberg
  (310) 437-0544 ext. 111
  shelley@sages.org

#### SAGES Calendar of Future Events

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAGES Scientific Session and Postgraduate Course</td>
<td>April 1-4, 2020</td>
<td>Huntington Convention Center of Cleveland, Cleveland, OH</td>
</tr>
<tr>
<td>SAGES Scientific Session and Postgraduate Course</td>
<td>April 7-10, 2021</td>
<td>MGM Grand, Las Vegas, NV</td>
</tr>
</tbody>
</table>
SAGES 2019 PROGRAM SCHEDULE

WEDNESDAY 4/3
Masters Left Colon: Practicalities, Tips and Tricks You Can't Find in Textbooks
Bariatric Emergencies for the Non-Bariatric Surgeon
West Meets East: What Masters Should Learn from Masters
SAGES Military Surgical Symposium: From the Bench to the Battlefield and Beyond
SAGES Townhall - Self Improvement Tools for All Masters
Biliary: Safe Cholecystectomy - An Overview of the SAGES Didactic Cholecystectomy Modules
Corridor Consultations for Conundrums in Colorectal Surgery
Devil's in the Details: Sleeve Gastrectomy
Foundation Awards Luncheon
Masters Bariatrics: Technical Considerations in Roux-en Y Gastric Bypass
Updates on Surgical Skills Competency Assessment - A Global Perspective
Reality TV: Hepatobiliary Mishaps, Disasters, and Calamities
Controversies in Adolescent MIS Surgery: Rapid-Fire Debates
HO Course ADOPT: Paraesophageal Hernia Repair
HO Course: Laparoscopic Left and Right Colectomy with Intracorporeal Anastomosis
Devil's in the Details: Minimally Invasive HPB Surgery
Leading and Succeeding: Lessons from Military and Civilian Experiences to Help Us All #LOOKLIKEALEADER
Living in the 'Real World': Practical Topics for the Community Practice Surgeon
Welcome Reception in Exhibit Hall 5:30 pm – 7:30 pm

THURSDAY 4/4
Reality TV: Colorectal Nightmares
Pearls From the Forefathers of Foregut Surgery
New NOTES - What's New About It?
Hernia Prevention: Is an Ounce of Prevention Always Worth a Pound of Cure?
Bariatric Revisions for Weight Regain and Complications
Gerald Marks Lecture
State of the Art Consensus Meeting on Prevention of Bile Duct Injury during Cholecystectomy: Update on Where We Are and Next Steps
HO Course ADOPT: Laparoscopic Right Hemicolectomy with Intracorporeal Anastomosis
Colorectal Anastomosis: Must-Have Skills and Tool Kit
Devil's in the Details: Primary Fundoplication
Emerging Technology Session
International Hernia Symposium: Progress Through Collaboration
Exhibits / Posters / Learning Center Open 10:00 am – 4:00 pm
Reality TV: Foregut Surgery Mishaps, Disasters, and Calamities
Educators Luncheon: Developing and Incorporating Robotic Training for Residents and Fellows
HO Course ADOPT: Laparoscopic Right Hemicolectomy with Intracorporeal Anastomosis
Lunch in Exhibit Hall 12:00 pm – 1:30 pm
HO Course: Primary Procedures in Bariatric Endoscopy and Endoscopic Management of Complications
Residents and Fellows Session
Masters Hernia: Inguinal Hernia
#MillennialSurgeons #thestruggleisreal
Hot New Apps for the Clinician, Patient, and Educator
Unfiltered to Virtual and the Mixed Reality in Between: Computer-Assisted Surgery in 2019
Happy (Half) Hour Break in Exhibit Hall
3:00 pm – 3:30 pm
Adopting Innovations in the OR: The Truth That Lies Beneath
Expect the Unexpected in the Top 21
How Would You Approach This? Complex and Challenging Hernia Case Presentations
Healthcare Policy Forecast – Sunny Skies or Rough Weather Ahead?
SAGES - Parts Unknown

FRIDAY 4/5

Plenary I
Presidential Address
Karl Storz Lecture
Exhibits / Posters / Learning Center Open
10:00 am – 4:00 pm
Morning Mimosas in the Exhibit Hall
10:00 am – 10:30 am
Devil’s in the Details - Intracorporeal Anastomosis in Colorectal Surgery
Alternatives to Fundoplication for GERD
Devil’s in the Details – Robotic Hernia Repair
Balloons, Barriers, and Beyond – New Devices for the Treatment of Obesity
Fellowship Council Luncheon: At the Forefront of Surgical Education
Lunch in Exhibit Hall 12:00 pm – 1:30 pm
Moving Towards Opioid-Free MIS: One TAP at a Time
Devil’s in the Details – Endoscopic Solutions for Acute GI Perforations
Masters Foregut: Evaluating Patients for Antireflux Surgery - Best Practices and Pitfalls, Setting Expectation and Avoiding Poor Outcomes
Boosting Your Academic Career in 2019
Defining Quality in Hernia Surgery
Masters Flexible Endoscopy: Percutaneous Endoscopic Gastrostomy - the Basics and Beyond
SAGES/ILLS Session: Multidisciplinary Modalities in the Treatment of Colorectal Liver Metastasis

SATURDAY 4/6

In Case You Missed It - SAGES Foregut Surgery Masters Program Facebook Highlights
Devil’s in the Details: Endoscopic Enteral Feeding
SAGES Mini Medical School Boot Camp & Interactive Experience
The New Face of Colorectal Cancer: What Every Surgeon and Endoscopist Should Know
Symposium de las Americas: What We Need to Know Today in the Evolution of Bariatric and Colorectal Surgery
Hernia Mesh: Moving Beyond the Basics
Plenary II
SAGES/AAST/ASCRS/SAAT Acute Care Symposium: Are you a Good Acute Care Surgeon? Improving outcomes and Reducing Hospital Mortality
Devil’s in the Details – MIS in Complicated Diverticulitis
Updates on Achalasia
The Ethics of Surgical Education: ‘See One, Do One Teach One... But Not On Me’
From MIS to Organ Preservation in GI Surgery - Where Do We Stand
My @ss is Killing Me! Surgical Injuries and Ergonomics in the OR
What’s Changing in Robots and Other New Technology
SAGES/AHPBA Session: Advanced Management of Pancreatic Adenocarcinoma - Techniques and Results
Do or Die: Bariatric Surgery as a Bridge to Somewhere
SAGES exhibits – designed to drive traffic into the hall via the following activities:

• Welcome Reception with hosted bar in the exhibit hall
• “Happy (Half) Hour” break on Thursday to include beer and snacks.
• “Morning Mimosas” half-hour refreshment break on Friday morning
• Unopposed exhibit time daily
• Learning Center and Posters located in the exhibit hall
• Attendee lunch in the Exhibit Hall daily
• SAGES Theater featuring SAGES video sessions located in the exhibit hall

EXHIBITOR CONFIRMATION AND SERVICE KITS

The Exhibitor Confirmation Packet, disseminated by Show Management via email in November will contain your booth assignment, hotel reservation information, and support/visibility opportunities. The Exhibitor Service Kit will be disseminated by Freeman by email in December 2018. The kit will contain shipping information and order forms for onsite services, including labor, electricity, and furniture.

INCREASE BOOTH ATTENDANCE

Exhibitors are encouraged to promote meeting attendance by distributing pre-meeting materials to company representatives and surgeons worldwide. To obtain appropriate materials, please contact Show Management at melanie@sages.org or (310) 437-0544, ext. 113.

Exhibitor application and floor plan available via this link: https://www.sages2019.org/exhibitors/
Levels Support for SAGES annual meeting is considered an educational grant, subject to ACCME Standards of Commercial Support. A signed Letter of Agreement must be received in advance of the meeting in order for support to be acknowledged. For more information about Levels Support, or to receive a complete list of support opportunities, please contact Shelley Ginsberg at 310-437-0544 ext. 111 or shelley@sages.org.

All support levels will be acknowledged and receive benefits as follows, in accordance with the level of support:

**Diamond** $65,000
- Support acknowledged at Main Event (Friday night) – 10 company staff invited
- Acknowledged as supporter of Friday and Saturday Plenary Sessions
- Acknowledged as supporter of any one (1) Hands-on, Postgraduate or Masters Course
- Acknowledged as supporter of one (1) Panel
- Acknowledged as supporter of Educators Luncheon
- Acknowledged as supporter of Marks Lecture
- Acknowledged as supporter of Posters
- Support acknowledged in *Surgical Endoscopy*, issues immediately preceding and following the meeting.
- Pre-meeting registration list
- Support acknowledged with plaque for display in booth (booth not included with levels support)
- To be listed in program materials, on SAGES website, in SAGES newsletter SCOPE, and other print and virtual locales as a Diamond Supporter of the meeting

**Platinum** $48,000
- Support acknowledged at Main Event (Friday night) – 6 company staff invited
- Acknowledged as supporter of any one (1) Hands-on, Postgraduate or Masters Course
- Acknowledged as supporter of one (1) Panel
- Acknowledged as supporter of Marks Lecture
- Acknowledged as supporter of Posters
- Support acknowledged in *Surgical Endoscopy*, issues immediately preceding and following the meeting.
- Pre-meeting registration list
- Support acknowledged with plaque for display in booth (booth not included with levels support)
- To be listed in program materials, on SAGES website, in SAGES newsletter SCOPE, and other print and virtual locales as a Platinum Supporter of the meeting.
## Educational Grant Support Opportunities

<table>
<thead>
<tr>
<th>Level</th>
<th>Amount</th>
<th>Acknowledgments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gold</td>
<td>$38,000</td>
<td>• Support acknowledged at Main Event (Friday night) – 4 company staff invited&lt;br&gt;• Acknowledged as supporter of one (1) Panel&lt;br&gt;• Acknowledged as supporter of Educator’s Lunch&lt;br&gt;• Acknowledged as supporter of Emerging Technologies Session&lt;br&gt;• Support acknowledged in <em>Surgical Endoscopy</em>, issues immediately preceding and following the meeting.&lt;br&gt;• Pre-meeting registration list&lt;br&gt;• Support acknowledged with plaque for display in booth (booth not included with levels support)&lt;br&gt;• To be listed in program materials, on SAGES website, in SAGES newsletter SCOPE, and other print and virtual locales as a Gold Supporter of the meeting</td>
</tr>
<tr>
<td>Silver</td>
<td>$27,000</td>
<td>• Acknowledged as supporter of one Scientific Session&lt;br&gt;• Acknowledged as supporter of Career Development Symposium&lt;br&gt;• Support acknowledged in <em>Surgical Endoscopy</em>, issues immediately preceding and following the meeting&lt;br&gt;• Support acknowledged with plaque for display in booth (booth not included with levels support)&lt;br&gt;• Pre-meeting registration list&lt;br&gt;• To be listed in program materials, on SAGES website, in SAGES newsletter SCOPE, and other print and virtual locales as a Silver Supporter of the meeting</td>
</tr>
<tr>
<td>Bronze</td>
<td>$15,000</td>
<td>• Acknowledged as co-supporter of SAGES Leadership Lunch, Tuesday April 2, 2019&lt;br&gt;• Support acknowledged in <em>Surgical Endoscopy</em>, issues immediately preceding and following the meeting&lt;br&gt;• Pre-registration mailing list&lt;br&gt;• Support acknowledged with plaque for display in booth (booth not included with levels support)&lt;br&gt;• To be listed in program materials, on SAGES website, in SAGES newsletter SCOPE, and other print and virtual locales as a Bronze Supporter of the meeting.</td>
</tr>
</tbody>
</table>
INDUSTRY SPONSORED SYMPOSIA

SAGES  Symposium fee: $20,000  
Thursday, April 4, 2019
6:00 – 8:00 pm
Companies interested in hosting a satellite symposium are required to complete an application form. Spaces are available upon approval and on a first come-first served basis. The program will be promoted as follows:
- in the meeting app
- via promotional emails to registrants in advance of the meeting
- on the SAGES website
- on-site with signage and slide announcements at the meeting

This is a great opportunity to have an exclusive audience with attendees focused on education directly related to your marketing goals. If your company is interested in learning more about this opportunity, please contact Shelley Ginsberg at shelley@sages.org or 310-437-0544, ext. 111.

ADVERTISING OPPORTUNITIES  Prices vary

Ads are available on the SAGES 2019 meeting website, and in SAGES 2019 Meeting marketing email blasts. BACK BY POPULAR DEMAND: Banner ads are available on the 2019 meeting app. Please contact Shelley Ginsberg in the SAGES office for more information.

BANNERS, ESCALATOR/WINDOW CLINGS,  + production and rigging extra

For maximum visibility, place your company name on banners and signs in and around the exhibit hall, and in various public areas outside the education zone. Please contact Shelley Ginsberg in the SAGES office for various opportunities, guidelines and prices.

EXHIBIT AISLE SIGNS  $10,000

Draw more traffic to your booth by placing your company name throughout the exhibit hall! Each hanging aisle sign will include your company logo and booth number, making it easy for attendees to find you.

If you have an idea for a visual impact opportunity not listed here, please contact Shelley Ginsberg in the SAGES office at 310-437-0544, ext. 111 or via email at shelley@sages.org.

Please note: Not all space occupied by SAGES is available for marketing opportunities. These areas are designated as “education zones” and include, for example space immediately outside session rooms. No marketing or company branding is permitted in the designated education zones, however educational grant support will be acknowledged in accordance with ACCME guidelines.

COMPANY INFORMATION FOR MEETING APP

Exhibitors will be listed on the SAGES Meeting App (which has replaced the printed final program) along with company detail and descriptions. Companies must submit a 50-word description of their company or products by February 1, 2019. Please submit via email to melanie@sages.org.
Companies will have the opportunity to enhance their listing on the SAGES Meeting App, with longer company descriptions (up to 350 words), email and website applications, and the ability to include media items (PDF, images, videos). Additional information will be available in the Exhibitor Confirmation Kit. For details, please contact Show Management at shelley@sages.org.

**WEDNESDAY NIGHT OPENING RECEPTION**

On Wednesday, April 3, 2019 from 5:30 pm – 7:30 pm, SAGES will host bars throughout the hall.

**SERVE AS A HOST**

Exhibitors will have the opportunity to provide food at their booths. Choices for selections may run the gamut from modest munchies to extravagant delights. Menus and order forms will be included in Exhibitor Confirmation Kits. This has proved to be a very popular event with attendees and exhibitors alike, and you are encouraged to take advantage of this opportunity. All food and beverage must be ordered from Centerplate. To order food or beverage for your booth, please contact Angela Kelly at (410) 649-7072 or at Angela.Kelly@centerplate.com.

**SPECIAL PROMOTIONS**

Exhibitors are permitted to operate special promotional activities during the Opening Reception, Wednesday, April 3, 2019, which are not allowed during regular exhibit hours. These activities should be geared toward encouraging registrants to visit the exhibit hall. You may hold special demonstrations, or, for example, bring in a magician or juggler. The goal is to increase traffic at your booth.

These events or activities must be approved by Show Management. Any activities taking place in the exhibitor booths must respect the diversity represented by all attendees. Please submit the Special Promotions form by February 22, 2019.

All activities must be in accordance with the AdvaMed Code.

**DOOR DROPS**

Forms for the SAGES hotel door drop will be provided in the Confirmation Kit and also in the Exhibitor Services Kit (from Freeman), or call the provider, General Surgery News at (212) 957-5300. The door drop participation deadline is February 22, 2019. DOOR DROPS-DATE SUBJECT TO CHANGE.

**MAILING LIST**

The SAGES advance registration list may be purchased for $500. Please contact Melanie Camero at melanie@sages.org. (No cost for Levels Supporters – see page 10).

If you would like to request a SAGES member mailing list, please email membership@sages.org.

**BOOTH REFRESHMENTS**

Exhibitors are encouraged to host snacks or refreshments within their booths through the run of the show. You can choose to host cappuccino, popcorn, cookies, lemonade or other snack foods. All food and beverage must be ordered from Centerplate. To order food or beverage for your booth, please contact Angela Kelly at (410) 649-7072 or at Angela.Kelly@centerplate.com.
New Opportunities to Enhance Your Company’s Presence at SAGES

COMPANY SPECIFIC LEARNING CENTER STATIONS

Based on demand from both SAGES attendees and exhibitors, we are pleased to offer you, our industry partners the opportunity to host your own Learning Center Station. Located in the Exhibit Hall these stations will feature content, curriculum and activities determined by the host company.

SAGES will provide the appropriate space and electricity. Each participating company will be responsible for staffing their station and for all equipment, supplies and/or specimens.

Industry will also be able to make appointments with attendees to visit your station.

**Specimens must be inanimate.**

INDUSTRY THEATER

Showcase new research or technologies to an audience of up to 100 meeting attendees in the Exhibitor Theater. There will be a limited number of 30 minute time slots available. SAGES will provide the theater and a standard AV set. This is an excellent opportunity to provide compelling information about your products and services, capture attendee information and follow up in your booth or Learning Center Station.

For pricing information and details about how you can participate to enhance your company’s presence at SAGES with these, or any other visibility opportunities, please contact Shelley Ginsberg by phone at 310-437-0544 ext 111 or by email at shelley@sages.org
**EXHIBITOR REGISTRATION**

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, April 2</td>
<td>1:00 am - 5:00 pm</td>
</tr>
<tr>
<td>Wednesday, April 3</td>
<td>8:00 am - 5:00 pm</td>
</tr>
<tr>
<td>Thursday, April 4</td>
<td>8:00 am - 5:00 pm</td>
</tr>
<tr>
<td>Friday, April 5</td>
<td>8:00 am - 5:00 pm</td>
</tr>
</tbody>
</table>

**SET-UP HOURS**

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, April 2</td>
<td>1:00 pm – 6:00 pm</td>
</tr>
<tr>
<td>Wednesday, April 3</td>
<td>8:00 am – 3:00 pm</td>
</tr>
</tbody>
</table>

All set-up personnel must wear a set-up badge or wristband, which will be available at the registration desk.

For questions regarding move-in, please contact Show Management at (310) 437-0544, ext. 113. Permission for early move-in must be approved by Show Management, contact Shelley Ginsberg, shelley@sages.org. All construction must be completed and aisles cleared by 3:00 pm on Wednesday, April 3. All Exhibits must be fully operational by 3:30 pm, Wednesday, April 3.

**EXHIBIT DATES AND HOURS**

*The exhibit hall will be located at the Baltimore Convention Center- Exhibit Halls E, F and Swing*

**Dates and times the exhibit hall is open to registrants:**

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, April 3</td>
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</tr>
<tr>
<td>Thursday, April 4</td>
<td>10:00 am – 4:00 pm</td>
</tr>
<tr>
<td>Friday, April 5</td>
<td>10:00 am – 4:00 pm</td>
</tr>
</tbody>
</table>

Exhibitor breakdown begins at 4:00 pm

All exhibit personnel must leave the exhibit floor 15 minutes after close of the exhibit hall on Wednesday and Thursday.

**DISMANTLING AND REMOVAL OF EXHIBITS**

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, April 5</td>
<td>4:00 pm – 9:00 pm</td>
</tr>
<tr>
<td>Saturday, April 6</td>
<td>8:00 am – 12:00 pm</td>
</tr>
</tbody>
</table>

All halls must be cleared by Saturday, April 6 at 12:00 pm. Exhibitors may not begin dismantling until 4:00 pm Friday, April 5.

Exhibitor application and floor plan available via this link: [https://www.sages2019.org/exhibitors/](https://www.sages2019.org/exhibitors/)
3D Systems Simbionix
3-Dmed
Aesculap, Inc.
Allergan
Apollo Endosurgery, Inc.
Applied Medical
Arthrex
Automated Medical Products Corp.
Axcess Surgical Innovations
Bard Davol
Baxter
BD
Brainchild Surgical Devices
CapsoVision, Inc.
Cascade Survey Research, LLC
CDx Diagnostics
Cine-Med, Inc.
Con Med
Cook Medical
CooperSurgical
EndoGastric Solutions
Erbe USA
Fortimedix Surgical B.V.
General Surgery News
Gore & Associates
HCA
Heron Therapeutics Inc.
IFSES
Indiana University Kelley School of Business
Intuitive
IRCAD Taiwan
JET Surgical
Johnson & Johnson Medical Devices Companies
JustRight Surgical
KARL STORZ Endoscopy-Latino America
KARL STORZ Endoscopy-America, Inc.
KitoTech Medical
Lexion Medical
LifeLike BioTissue
LIVSMED
Lumendi LLC
Mauna Kea Technologies
MediCapture Inc
Mediflex
Medrobotics
Medtronic
Mimic Technologies
neoSurgical, Inc.
Novuson
Olympus America Inc.
Pacira
PenBlade, Inc
PRIMEQUAL
Queen Charlotte Lodge
ReShape Lifesciences, Inc.
Restech
Richard Wolf
Medical Instruments Corporation”
Shire
Standard Bariatrics
Stryker Endoscopy
Surgical Science
Suture Ease, Inc.
Symmetry Surgical
Synapse Biomedical
Teleflex
TransEnterix Surgical, Inc.
Twistle
U.S. Army Medical Recruiting-Seattle
Vampiro
Via Surgical Ltd
Wolters Kluwer
Xenocor Incorporated
NOTE: There are several different ceiling heights in the exhibit hall. Please check with Show Management for details on ceiling height prior to making your booth selection.
**EXHIBITOR QUALIFICATION**

All products and services to be exhibited must be directly related to the practice of surgery, medicine, or medical/surgical education, or contribute to the educational, instructional and professional atmosphere of the meeting. All exhibiting companies are subject to approval by Show Management, whose decisions in this regard are final. Exhibitors must comply with FDA regulations concerning the exhibition of investigational products and class III devices.

**EXHIBITOR STAFF CONDUCT**

Exhibitors must set up, occupy and staff their exhibits during all hours exhibits are open. Failure to do so may result in ineligibility for future meetings. Names of all participants affiliated with exhibits must appear on the corresponding company staff list sent to show registration. False certification of individuals as exhibitor’s representatives, misuse of exhibitor badges, or any other method assisting unauthorized persons access to the exhibit floor will be just cause for expelling the violator from the exhibit floor, or removing his/her exhibit from the exhibit floor without obligation on the part of Show Management for refund of fees.

Exhibit personnel are expected to remain in their rented space and not view other exhibits except by invitation of other exhibitors. Interviews, demonstrations and the distribution of literature must be made within the booth area assigned to the exhibitor. Canvassing or distributing of advertising materials beyond the parameters of the exhibitor’s own booth will not be allowed. Additionally, exhibitors are prohibited from posting signs relating to exhibits or any company activity outside the parameter of the exhibitor’s own booth. Violators may be sanctioned 50% of their current priority point total.

Exhibitors may not place signage regarding any company related event outside their booth at anytime.

**EXHIBITOR GUEST POLICY**

Guests of exhibitors should be included on the individual company’s staff list. Charges for additional badges over the number included with the purchase of booth space will be assessed at $50 per badge (as outlined on page 18). An exhibitor may not register as staff any person eligible for registration as a meeting attendee.

**POLICY FOR EXHIBITORS ATTENDING SCIENTIFIC SESSIONS**

Exhibitors may attend didactic sessions or postgraduate courses, with the caveat that if a session becomes too full, an exhibitor may be asked to give up their seat for a registered meeting attendee. Exhibitors may not attend hands-on labs, luncheon sessions, or any course that is not part of the general sessions and for which attendees have to register and pay separately. Exhibitors may not register as company staff any individual who is eligible for registration as a meeting attendee.

Complete your exhibit application today!
https://www.sages2019.org/exhibitors/
Cancellation & Reduction/ Relocation Policy

Notification of cancellation or reduction of space must be in writing. If this agreement is canceled by the exhibitor for any reason or by Show Management because of Exhibitor’s default or violation of this agreement, monies paid to SAGES by the Exhibitor shall be retained as follows:

- $100 per 10’ x 10’ space if application is canceled prior to October 19, 2018.
- $1,000 per 10’ x 10’ space if application is canceled after October 19, 2018 and prior to January 11, 2019.

No refunds for any cancellations or reductions after January 11, 2019.

Subletting of Space

Exhibitors may not assign or apportion to others the whole or any part of the space allocated, and may not display goods or services other than those manufactured or regularly distributed by the applicant(s).

Payment Schedule

- A deposit of 50% of the total exhibit rental charge must accompany submitted application.
- Total balance due January 11, 2019

Applications not accompanied by at least a 50% deposit will be considered invalid. If full payment is not received by January 11, 2019, the space may be reassigned or resold. All reservations must be made in writing. Applications from exhibitors who have outstanding balances due to SAGES from any previous year will not be processed without full payment of delinquent accounts.

Priority Points

SAGES priority points system is in accordance with HCEA guidelines, which insures fairness for all exhibitors.

The initial assignment of booth space occurs just after the October 26, 2018 priority point deadline.

Applications received after the October 26, 2018 deadline will not be included in the initial space allocation and will be assigned space on a “first come, first served” basis.

The system has been applied to all companies who have exhibited with SAGES since 2006. The points will be applied toward the 2019 meeting as follows:

- 5 points for each year of exhibiting at SAGES
- 5 points for each 10 x 10 space (Maximum 15 points)
- 5 points for receipt of complete exhibit application (including deposit) by October 26, 2018.

The maximum number of points any single company can be awarded in a given year is 25.

Exhibitor Fees

<table>
<thead>
<tr>
<th>Booth Type</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linear Booths – 10’ x 10’</td>
<td>$3,700</td>
</tr>
<tr>
<td>Corner Booths – 10’ x 10’</td>
<td>$3,900</td>
</tr>
</tbody>
</table>

Booth Price List

<table>
<thead>
<tr>
<th>Booth Type</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISLAND – 20’ x 20’</td>
<td>$15,600</td>
</tr>
<tr>
<td>ISLAND – 20’ x 30’</td>
<td>$23,400</td>
</tr>
<tr>
<td>ISLAND – 30’ x 30’</td>
<td>$35,100</td>
</tr>
<tr>
<td>ISLAND – 30’ x 40’</td>
<td>$46,800</td>
</tr>
<tr>
<td>ISLAND – 40’ x 40’</td>
<td>$62,400</td>
</tr>
<tr>
<td>ISLAND – 40’ x 50’</td>
<td>$78,000</td>
</tr>
</tbody>
</table>
Deadline for registration of your exhibit staff list is March 22, 2019. All exhibitor registration must be completed online. Do not submit hard copy lists of your exhibitor staff. Show Management will email complete instructions for the online registration system at the time your confirmation packet is emailed.

- Exhibitor badges may be picked up on-site by the individual. Badges are filed under the company name. BADGES MUST BE WORN AT ALL TIMES the exhibitor is on the show floor.
- The exhibit registration fee includes a maximum of 5 personnel per 10’ x 10’ space. Regardless of booth size, the total maximum number of personnel included in an exhibit registration fee is 45.
- Registration of exhibit personnel beyond maximum allowed (45 staff members), either in advance or on site, will have an additional registration badge fee of $50. Companies will be invoiced after the meeting for all badges over their maximum allowance.
- Exhibitor badges must not be given or lent to any individual except the exhibit personnel to whom the badge has been issued.
- Business cards may not be inserted over badge name.
- The person who signs the application, or a designee, shall be the exhibitor’s official representative.

After the close of online registration on March 22, 2019, all additions or changes to badge lists must be made onsite. All changes or additions made onsite are subject to a $50 fee for each change or addition TO BE PAID ONSITE.

**ONSITE BADGE POLICY**

For companies submitting a list of more than 15 name additions or changes onsite:
- The list must be typed and printed or sent via email formatted in an Excel spreadsheet to include first and last names, company and name.
- A minimum of 4 hours will be required to enter the badge list;
- In addition to the onsite fee of $50 per badge, a $250 administrative fee (per list) will be charged for processing.
INSTALLATION OF EXHIBITS

Exhibit space will not be released to the Exhibitor until all conditions are met and all balances paid. Except for those in designated freight aisles, please abide by the following schedule. If set-up of an exhibit has not started by 12:00 pm, Wednesday, April 3, Show Management may order the exhibit to be assembled and the exhibitor billed for all charges incurred. Show Management will not be responsible for any damage incurred.

Set-up Hours:
- Tuesday, April 2: 1:00 pm – 6:00 pm
- Wednesday, April 3: 8:00 am – 3:00 pm

All construction must be completed and aisles cleared by 3:00 pm, Wednesday, April 3, 2019. All Exhibits must be fully operational by 3:30 pm, Wednesday, April 3, 2019.

DISMANTLING & REMOVAL OF EXHIBITS

Breakdown Hours:
- Friday, April 5: 4:00 pm – 9:00 pm
- Saturday, April 6: 8:00 am – 12:00 pm

Exhibitors may not begin dismantling until 4:00 pm, Friday, April 5. All Exhibits must be packed and ready for shipment by 12:00 pm, Saturday, April 6. Any materials not called for by that time will be shipped at the exhibitor’s expense by the carrier selected by the official drayage contractor. All space occupied by an exhibit must be left in the same condition as it was before set up. Exhibitors are responsible for removal of excess debris, bulk quantities of printed material, floor covering, and any items other than those that can be easily swept up.
OFFICIAL SHOW SERVICE CONTRACTOR

Freeman
Contact: Tony Buonacorsi
Phone: 775-355-4615
Provided that all payments and information required have been submitted, Freeman will e-mail an Exhibitor Service Kit to you in December 2018.

EXHIBITOR APPOINTED CONTRACTORS

Use of exhibitor appointed contractors is permitted. Submission of a completed Exhibitor Appointed Contractor form is required and will be included in the Exhibitor Confirmation Packet. Exhibitor Appointed Contractor information must be accompanied by Certificates of Insurance and received by Show Management before February 22, 2019. Exhibitors who use independent contractors and do not provide Certificates of Insurance will not be allowed on the exhibit floor.

AUDIO VISUAL

A form for ordering AV will be included in your service kit.

LABOR

Freeman will provide the labor for set-up, dismantling, and material handling. Labor for electrical will be provided by Freeman. Labor will be available based upon advance orders. To ensure that the correct craftsmen are available, exhibitors are urged to order labor in advance. Complete details and order forms will be provided in your service kit to be emailed December 2018.

INSTALLATION/DISMANTLING LABOR

(Rates subject to change. Updated and detailed information will be provided in Exhibitor Service Kit.)

Straight time: $155.75 per hour
Overtime: $232.50 per hour

ELECTRICAL LABOR:

Updated and detailed information will be provided in Exhibitor Service Kit, to be emailed December 2018.

PLUMBING LABOR:

Complete details and order forms will be provided in service kits to be emailed December 2018.

FREIGHT HANDLING & SHIPPING

The official drayage contractor will have total control of all dock and loading facilities and will receive direct and advance shipments and handle all freight. All services not ordered in advance must be obtained on-site through the Exhibitor Service Desk, on-site freight handling, also called drayage, is charged by weight.

Shipments made directly to the convention center are billed at the same rate than those shipped in advance to the warehouse.

Advance shipment rates include up to 30 days of storage for your shipment in the contractors warehouse facility. Drayage rates include delivery of shipment to your booth and the removal of empty crates to storage.

Drayage rates are calculated per hundred pounds (hundred weight [cwt.]). A minimum of two hundred pounds (cwt.) will be charged for each round-trip shipment. Shipments of less than 100 pounds will be rounded up (75 lbs. to 1 cwt.), shipments of less than 200 pounds will be rounded up (125 lbs. to 2 cwt.), and so on.

ADVANCE SHIPMENT RATE:
$137.25 per cwt, $200 minimum.
Accepted up to 30 days in advance to contractor’s warehouse. Address to be published in exhibitor kit.

DIRECT SHIPMENT RATE:
$127.75 per cwt, $200 minimum.
Shipments sent directly to show site. Address and dates that shipments can be received, to be published in Exhibitor Service Kit

NOTE: To facilitate move-in, exhibitors are advised to send shipments to the warehouse. Warehouse and on-site shipping information will be included in Exhibitor Service Kit. For further details, contact Shelley Ginsberg at (310) 437-0544, ext. 111 or via e-mail: shelley@sages.org.
A complete set of construction specifications will be sent with the service kit to be emailed December 2018.

- Exhibits must conform to the educational/professional environment of the meeting.
- Exhibits must be designed and exhibit personnel must operate so that traffic in aisles is not impeded.
- Exhibitor identification on all signs, graphics & literature must be the company name submitted on the Exhibitor Application.
- Exhibits must be assembled and dismantled safely.
- Materials used in the exhibit must be flame retardant in accordance with the Fire Ordinances of the City of Baltimore, MD.
- Electrical equipment must conform to the electrical codes of the City of Baltimore, MD.

**BOOTH DESCRIPTION**

Included with each linear or corner booth will be an 8’ high background drape, 3’ high side drape, and, one (1) 7” x 44” identification sign. Special requirements, electrical hook-ups, audiovisual rental, etc., must be arranged through the appropriate service contractor and billed directly to the exhibitor. THE EXHIBIT HALL IS NOT CARPETED. Aisle carpet color will be Tuxedo (black & white tweed).

**HANGING SIGNS OR BANNERS**

Information about hanging signs will be available in the Exhibitor Service Kit.

**LINEAR EXHIBITS**

(One or more exhibits in a straight line)

- Minimum space is 10’ x 10’.
- The rear half of the exhibit may be occupied up to a height of eight (8) feet.
- The front half of the space may be occupied up to a height of four (4) feet, except for equipment which may be up to eight (8) feet provided it does not block sight lines of other exhibitors.
- Live or video demonstrations must not block sight lines of other exhibitors.
- Exhibits located along perimeter walls may have a rear height of up to twelve (12) feet, with prior approval.

**END-CAP**

(Two booths across the end of an aisle)

The use of the two end booths across the end of an aisle provides exposure on three aisles and is defined as an END-CAP, as in capping the end of an aisle. If you chose this configuration, be sure your exhibit property can adhere to the requirements.

- Not to exceed four (4) feet in height from the outer back edges of the booth space extending five (5) feet into the booth space. The ten (10) center feet in rear of booth space, not to exceed 8 feet in height.
- Live or video demonstrations must not block sight lines of other exhibitors.

**ISLAND EXHIBITS**

(20’ x 20’ or larger free-standing – Island)

**Maximum height, including hanging signs, is 22 feet.**

Equipment and/or structure must be located so as not to place the viewer or exhibit personnel in the aisle. All island exhibits should have access from all four sides.

**SEE-THROUGH VISIBILITY GUIDELINES**

Vertical wall construction: booth components and fixtures may be not be arranged within the booth to build a wall that exceeds 40% of any one side of the booth boundary.

Display counters, or any solid wall construction, must maintain a minimum of a 1’ setback from all sides, and sufficient space must be left within the exhibit to accommodate spectators, attendees or booth visitors.
INSURANCE AND LIABILITY

The Exhibitor assumes entire responsibility and liability for losses, damages and claims arising out of injury to any person, or any loss of, or damage to property when such loss, damage or injury is in any way connected to the exhibitor’s participation in the exhibition. Exhibitors shall indemnify and hold harmless SAGES, Show Management, their officers, directors, agents, members and employees and, the designated convention facilities, their agents, and employees from any and all such losses, damages and claims. Exhibitors agree to protect, save, and keep SAGES, Show Management and the Baltimore Convention Center forever harmless from any damage or charges imposed for violation of any law or ordinance whether occasioned by the negligence of the exhibitor, or its agents, as well as strictly to comply with the applicable terms and conditions contained in the agreement between the Baltimore Convention Center and SAGES regarding the exhibit premises, and further, an exhibitor shall at all times protect, indemnify, save and keep harmless SAGES, Show Management and the Baltimore Convention Center against any and all loss, cost, damage, liability or expense arising from, or out of, or by reason of said exhibitor’s occupancy and use of exhibit premises or part thereof. Though security is provided by Show Management, the furnishing of such security shall not be deemed to effect the non-liability SAGES and Show Management, their members, officers, representatives or the official service contractors or the Baltimore Convention Center to modify in any way the assumptions or risk provided herein. If any part of the exhibit hall is damaged or destroyed in such a way as to prevent SAGES or Show Management from allowing an exhibitor to occupy its assigned space during any portion of the exhibition, or if same is prevented by strikes, Acts of God, national emergency, or other causes beyond the control of SAGES or Show Management, exhibitors will be charged for space during the time it was or could have been occupied; and exhibitors hereby waive any claim against SAGES or Show Management, their members, directors, agents or employees for losses or damages that may occur due to such inability to occupy assigned space.

SECURITY

Show Management will furnish security staff to be on duty in the exhibit hall when exhibits are closed, but the safekeeping of the exhibitor’s property shall remain the responsibility of the exhibitor at all times. Exhibitors may hire additional security personnel for their booths. Complete information for obtaining security services will be provided in your Exhibitor Service Kit.

SAGES and Show Management assume no responsibility for any losses sustained by exhibitors.

CARE OF BUILDING

Nothing shall be affixed to walls, drapes, electrical outlets, etc., by the use of nails, tacks, staples, or scotch tape. Where food and liquids are displayed there must be suitable floor coverings to protect facility property. Any damage to facility property through carelessness of exhibitors or their employees or agents will be the financial responsibility of the exhibitor causing such damage.

FIRE PRECAUTIONS

No combustible decoration, such as crepe paper, tissue paper, cardboard, or corrugated paper, shall be used by Exhibitors in the Exhibit Halls at any time during the exhibition. All packing containers, excelsior, and wrapping paper, which must be flame proof, are to be removed from the floor and must not be stored under tables or behind displays. All muslin, velvet, or any other cloth decorations, must withstand a flameproof test. All materials and fluids that are flammable are to be kept in safety containers. Open flame, butane gas, oxygen tanks, etc. are not permitted without permission of the Baltimore Convention Center. No obstructions shall be placed in any aisle, passageway, lobby or exit leading to any fire extinguishing appliance. Direct passageways leading to any fire alarm or telegraph communication must be kept free of any obstructions. A complete set of applicable fire regulations will be included in the Exhibitor Service Kit sent by Freeman.
RULES & REGULATIONS

AMERICANS WITH DISABILITIES ACT

Exhibitors shall be fully responsible for compliance with all applicable provisions of the Americans with Disabilities Act (ADA) with regard to their booth space. This includes, but is not limited to, the wheelchair access provisions.

Policy on ACCME Standards for Commercial Support (SCS)

As an ACCME accredited provider, SAGES is committed to presenting CME activities that promote improvements or quality in healthcare and are independent of the control of commercial interests. As part of this commitment, SAGES requires clear separation between exhibit/marketing/advertising activities and educational activities.

Exhibitors are requested to review the ACCME Standards for Commercial Support (http://www.accme.org/requirements/accreditation-requirements-cme-providers/standards-for-commercial-support), and in particular:

Standard 4: Appropriate Management of Associated Commercial Promotion:

STANDARD 4.1 Arrangements for commercial exhibits or advertisements cannot influence planning or interfere with the presentation, nor can they be a condition of the provision of commercial support for CME activities.

STANDARD 4.2 Product-promotion material or product-specific advertisement of any type is prohibited in or during CME activities. The juxtaposition of editorial and advertising material on the same products or subjects must be avoided. Live (staffed exhibits, presentations) or enduring (printed or electronic advertisements) promotional activities must be kept separate from CME... There will be no ‘commercial breaks.’ For live, face-to-face CME, advertisements and promotional materials cannot be displayed or distributed in the educational space immediately before, during, or after a CME activity. Providers cannot allow representatives of Commercial Interests to engage in sales or promotional activities while in the space or place of the CME activity.

STANDARD 4.3 Educational materials that are part of a CME activity, such as slides, abstracts and handouts, cannot contain any advertising, trade name or a product-group message.
STANDARD 4.4 Print or electronic information distributed about the non-CME elements of a CME activity that are not directly related to the transfer of education to the learner, such as schedules and content descriptions, may include product-promotion material or product-specific advertisement.

PHOTOGRAPHY
An exhibit or its products may not be photographed or videotaped without the permission of the legitimate occupants of that booth. Show Management reserves the right to photograph exhibits for society purposes.

DISPLAY OF INVESTIGATIONAL PRODUCTS
All exhibitors must comply with FDA rules regarding display of investigational products. Display of any investigational products is not an endorsement by SAGES. To comply with the Food and Drug Administration’s Guidelines on Notices of Availability, any investigational product exhibited or graphically depicted should:

- Contain only objective statements about the product.
- Contain no claims of safety, effectiveness or reliability.
- Contain no comparative claims to other marketed products.
- Be displayed solely for the purpose of obtaining investigators.
- Be accompanied by directions for becoming an investigator and list of investigator responsibilities.
- Display a statement: “Caution—Investigational Device—Limited to Investigational Use” (or similar statement) in prominent size and placement.

It is the responsibility of each exhibitor to comply with FDA regulations. Please contact the Regulatory Affairs Department with any questions on Food and Drug Administration guidelines.

Food and Drug Administration
Center for Drug Evaluation and Research
DDMAC5901-B Ammendale Rd.
Beltvile, MD 20705-1266
Phone: (301)796-1200
Fax: (301) 796-9878

DIRECT SALES ON EXHIBIT FLOOR
Sales and order taking are permitted provided all transactions are conducted in a manner consistent with the professional nature of the meeting. Products for sale must be the exhibitor’s own unaltered products and the products or services must be pertinent to the attendees’ professional interest. Show Management reserves the right to restrict sales activities that it deems inappropriate or unprofessional. Exhibitors must comply with all sales tax requirements. Exhibitors selling or taking orders during the meeting must adhere to certain business license, sales, and use tax regulations, which vary from state to state.

DISPLAY OF CLASS III DEVICES
Any display of Class III devices for off-label use must be accompanied by the following statement:

- Display of this device for off-label use is not endorsed by SAGES.

GIFTS AND GIVEAWAYS
Small token gifts may be distributed with Show Management’s prior approval. Requests to distribute handout items must be submitted in writing, along with a sample, photograph or description of each item. Please submit all such requests by February 22, 2019 on the Giveaway Notification Form provided in the exhibitor kit.
EXHIBITOR HOSTED EVENTS

Function Space:
Neither exhibitors nor their representatives may sponsor, host or participate in any educational or marketing activities aimed at meeting registrants other than as part of an official exhibit or meeting program beginning Wednesday, April 3 at 7:30 am and ending Saturday, April 6 at 3:00 pm.

Exhibitors are prohibited from hosting activities during any official meeting events including educational sessions/courses, exhibit hours, and social events.

Exhibitors may host social events, meetings, or educational activities, with approval by Show Management at the following times:
Wednesday, April 3, after 7:30 pm
Thursday, April 4, prior to 7:30 am
Thursday, April 4, after 7:30 pm
Friday, April 5, prior to 7:30 am
Saturday, April 6, prior to 8:00 am

All events hosted by exhibitors during non-program hours must be cleared through the show office. A completed Function Request Form must be submitted to the show office to obtain space at any of the official hotels. Show Management will contact the appropriate hotel, which will release the space for exhibitor use. A Function Request Form must be submitted for all events to be held off-site.

Function Request Forms will be included in the Exhibitor Confirmation Packet.

TECHNOLOGY SUITES:
SAGES is offering a limited number of suites in the Exhibit Hall, offering exhibitors the opportunity for private and convenient meeting space inside the exhibit hall. The suites will be located near the back of the Exhibit Hall and will be available during exhibit hours. Technology Suites are only available to exhibiting companies.

Technology Suites are available in 10’x10’ and 10’x20’ sizes; included with each Suite is a hard-walled meeting space with lockable door (no ceiling), carpet, and a table and chairs. Space/locations will be assigned by SAGES.

For questions and pricing, please contact Shelley Ginsberg, shelley@sages.org.

EXHIBITOR PROGRAMS AND PRESENTATIONS
Exhibitor presentations may take place during any hours the exhibit hall is open to registrants. Exhibitor programs or presentations must be confined to the exhibitor’s booth space. The sound intensity of such activities, as determined by Show Management, must not interfere with the activities of neighboring exhibitors. Show Management reserves the right to determine at what point sound constitutes interference with others and whether it must be discontinued. Exhibitors may be sanctioned if appropriate sound levels are not reasonably maintained.

Programs or presentations are to be straightforward in nature and must avoid the use of sideshow or theatrical gimmicks.
Videotapes and films may be shown provided that screens are placed in the rear of the booth to eliminate congestion in the aisles. Any visual or other transmissions from off-site locations, including tele-surgery, require written permission from Show Management. Please contact Show Management at shelley@sages.org for additional information.

Click on the link below to access the exhibitor application and exhibit hall floor plan: https://www.sages2019.org/exhibitors/
EXHIBITOR HOUSING/STAFF LIST POLICIES

**Booking your hotel through the association is good for everyone!**

Save yourself the hassle of finding a good hotel room. SAGES has pre-booked blocks of hotel rooms at three hotels designed to accommodate various budgets. All are within easy walking distance of the Baltimore Convention Center. **We request that you book your housing within the block at the**

**WHY?**

- This ensures that exhibitors have accommodations at the current meeting as well as future meetings.
- All conferences are able to reserve hotel space for the future based on hotel space they have filled in the past.
- Show Management strives to procure a variety of accommodations addressing both cost (show rate is usually significantly lower than the hotels’ quoted rate) and proximity to headquarters.
- Hotels are booked three to five years in advance. To protect SAGES and the hotels for this long term commitment, the Society is contractually liable for attrition penalties because of unfilled rooms. Unfilled rooms include un-booked rooms as well as those caused by early departure. Reserve only the number of rooms you need for the time you expect to stay.
- If the Society suffers attrition penalties, this will bear directly on future space and hotel costs.
- Compliance with this policy benefits all exhibitors.

**HOW TO MAKE RESERVATIONS**

Hotel reservation instructions will be included with your confirmation packet and again in the Exhibitor Service Kit.

**HOTEL POLICY**

- Exhibitors are strongly requested to reserve rooms within the meeting room block.
- We request that you book rooms at the Hilton Baltimore, Sheraton Inner Harbor Hotel and the Renaissance Baltimore Harborplace Hotel.
- There is a “cap” of 10 rooms per exhibiting company at the Hilton Baltimore. There is no “cap” on rooms at the Sheraton Inner Harbor and the Renaissance Baltimore Harbor Place and, you may book as many rooms as needed at either hotel. **Any company booking 10 or more rooms at any of these hotels will be required to set up a sub-block contract for reservations.** If you would like assistance in reserving a room block of more than 10 rooms, please contact Shelley Ginsberg.
- Exhibitors are required to follow the hotel reservation policy as defined in the Exhibitor Confirmation Packet. This will entail the use of a specific reservation form or a direct reservation system.
- Hotel rooms reserved and occupied by exhibitors will be booked directly with the hotel.
- To insure equal opportunity for all exhibitors to obtain hotel rooms, the Hotel will not accept exhibitor reservations until one week after the date confirmation packets are mailed.
CANCELLATIONS & PENALTIES

- The hotel reservation cut-off date is **February 11, 2019**. Exhibiting companies may reserve one or more rooms without individual names, or a company block until the cut-off date. **After February 11, 2019, rooms or room blocks without individual names (rooming list) will be released.**
- Reservations received after February 11, 2019 will be accommodated as availability permits. If the meeting room blocks are not filled by the cut-off date, the hotels may release the remainder of the rooms within the meeting block for general (public) reservations.
- **Exhibitors reserving 10 or more rooms will be required to sign a sub-block contract directly with the hotel. Any penalties or attrition accrued based on the terms of that contract will be the responsibility of the exhibitor.**
SAGES 2019
Society of American Gastrointestinal and Endoscopic Surgeons

Annual Scientific Sessions & Postgraduate courses
April 3-6, 2019

Deadline for Priority Space Assignment: October 26, 2018
https://www.sages2019.org/exhibitors/