

# 63<sup>rd</sup> ANNUAL MEETING



PLASTIC  
SURGERY  
RESEARCH  
COUNCIL

May 17-20, 2018

Sheraton Birmingham Hotel  
Birmingham, AL  
Hosted by



## EXHIBITOR INFORMATION

### EXHIBIT HALL LOCATION

The Exhibit Hall is in East Ballroom B of the Birmingham Jefferson Convention Complex, adjacent to East Ballroom A where the scientific sessions will be.

### TABLE TOP exhibit space includes:

- 1 - 6' x 30" beige draped table and 2 chairs\*
- 2 complimentary registrations for Exhibit Hall and Scientific Sessions
- Listing in the Mobile App

Please consult the Industry Prospectus on policies regarding the exhibit space.

### EXHIBIT HOURS\* -

<b>Thursday, May 17</b>	<b>7:00 am – 4:30 pm</b>
Continental Breakfast	7:00 am – 8:00 am
Coffee Break	9:30 am – 10:00 am
Coffee Break	4:00 pm – 4:30 am
<b>Friday, May 18</b>	<b>12:00 pm – 4:00 pm</b>
Coffee Break	3:30 pm – 4:00 pm
<b>Saturday, May 19</b>	<b>7:30 am – 3:00 pm</b>
Continental Breakfast	7:30 am – 8:30 am
Coffee Break	9:30 am – 10:00am
Poster Lunch Session	11:30 am – 1:00 pm
Coffee Break	2:30 pm – 3:00 pm

\*Times subject to change based on final program.

### PROGRAM GUIDES

One program guide per exhibit space will be provided to each company at registration. This is a limited guide because there will be a mobile app available to all attendees that will include a full product description for each exhibitor and sponsor.

### PAYMENT

Full payment is now due. Exhibit space is not guaranteed until payment is received.

### SCIENTIFIC SESSIONS

Badged exhibitors are encouraged to attend the scientific sessions.

### EXHIBIT REGISTRATION

All exhibit personnel must be registered and employed by the exhibiting company or have a direct business affiliation. Each registered exhibitor will be issued an exhibitor badge. Each company is allotted two (2) badges per table top purchased. Additional badges are \$100 each. Refunds will not be issued for unclaimed badges. You may register exhibit staff on the Exhibitor Registration Form, which is in the online service kit.

### FUNCTIONS EXHIBITORS ARE INVITED TO ATTEND

**Friday, May 18**

**Welcome Reception**

**6:30 pm – 9:30 pm**

Barber Vintage Motorsports Museum\*

\*Buses leave Sheraton at 6:00pm and leave Museum at 9:30pm

### INSTALLATION

The exhibit hall will be available for set-up on Wednesday, May 16, 2018 from 3:00 pm – 5:00 pm. All exhibits must be set by 5:00 pm without exception. Assembly of exhibits during regularly scheduled exhibit hours will not be permitted.

### DISMANTLING

All exhibits must remain intact until the official closing time of 3:00 pm on Saturday, May 19, 2018, and may not be dismantled or removed, in whole or in part, before that time. After the close of exhibits, all material must be removed no later than 5:00 pm.

### SHIPPING INSTRUCTIONS

The hotel has limited storage space and will not accept any shipments until May 14<sup>th</sup>; 3 days prior to meeting's first day. Please send shipments to:

SHERATON BIRMINGHAM

DOCK – Sheraton Birmingham

ATTN: **Sheretha Yarber**

BOOKING: **PSRC 63<sup>rd</sup> Annual Meeting**

2101 Richard Arrington Jr. Blvd. N

Birmingham, AL 35203

[Company name | Booth # | Personnel Contact]

HANDLING FEES APPLY: Please see the Shipping Information PDF in the Service Kit

### PSRC CONTACT INFORMATION

Yvonne Grunebaum | *Director of Industry Relations*

Sadie Ide | *Tradeshaw Coordinator*

500 Cummings Center, Suite 4400

Beverly, MA 01915

Telephone: 978-927-8330

[Industry@psrc.org](mailto:Industry@psrc.org)