

**THE WESTERN ASSOCIATION OF
GYNECOLOGIC ONCOLOGISTS (WAGO)**



AND

THE FELIX RUTLEDGE SOCIETY (FRS)



**2012 ANNUAL MEETING EXHIBITOR PROSPECTUS
& SPONSORSHIP OPPORTUNITIES**

**June 27-30, 2012
Hyatt Regency Huntington Beach
Huntington Beach, California**

The Annual Meeting of the Western Association of Gynecologic Oncologists (WAGO) will be held in conjunction with the Felix Rutledge Society (FRS) from June 27-30, 2012 at the Hyatt Regency Huntington Beach in Huntington Beach, California. WAGO and FRS invite you to showcase your company's products and services at the 2012 Annual Meeting.

The Annual Meeting is well attended, including individuals community practice, academic centers and those currently completing fellowships or residencies. Over 150 attendees will participate in this year's meeting, including gynecologic oncologists, medical oncologists, radiation oncologists and pathologists. Join them to share your latest products, services and research related gynecologic malignancies.

2012 EXHIBIT AND SPONSORSHIP OPPORTUNITIES

EXHIBIT TABLETOP (\$2,500)

- One (1) 6-foot skirted exhibit table
- Two (2) chairs
- 8" x 11" company identification sign

EDUCATIONAL GRANT (\$5,000 - \$10,000)

- An unrestricted educational grant to support the overall scientific program.

WELCOME RECEPTION (\$5,000)

- All registrants are invited to attend the kick-off social event of the conference with a couple hours of networking and entertainment.

SPONSORSHIP OF INVITED LECTURES (\$5,000)

- Presidential guest lecturers are invited to present stimulation and timely subjects that are in the forefront of gynecologic oncology.

SPONSORSHIP OF RESIDENT/FELLOW SCHOLARSHIP FUND (\$5,000)

- Help provide an opportunity for qualified candidates to attend the Annual Meeting.

SPONSORSHIP OF CONTINENTAL BREAKFAST (\$5,000 each)

- A much-appreciated courtesy to our attendees, continental breakfasts not only provide a great way to begin the day, but are also an opportunity for attendees to convene before they begin the day's educational sessions. All breakfasts are served in the Exhibit Hall.

SPONSORSHIP OF COFFEE BREAK (\$5,000 each)

- Beverage breaks occur during the educational program to offer attendees a chance to stretch their legs and enjoy a drink in the Exhibit Hall.

SPONSORSHIP OF ABSTRACT BOOK (\$5,000)

- This handy guide outlines all educational and social events for the meeting, including abstract details. This book will be distributed electronically to all registrants prior to the conference.

SPONSORSHIP OF NEWSLETTER (\$5,000)

- Sponsor the WAGO spring newsletter. Sent out electronically to all WAGO members, Annual Meeting registrants and past attendees to keep all apprised of Annual Meeting programming updates.

EXHIBITOR INFORMATION

Poster presentations will be included in the Exhibit Hall at the 2012 Annual Meeting.

Each tabletop exhibit space is available for \$2,500 (USD). Due to the small, intimate venue, space is at a premium so remit your application no later than **Friday, May 4, 2012** to secure your space!

REGISTRATION

All exhibitor personnel attending the Annual Meeting must register for the meeting by completing the Exhibit Application. Exhibitors will receive their badges on-site at the registration desk. Exhibitor badges allow access to the Exhibit Hall, educational sessions, and any meal functions served in the Exhibit Hall.

Exhibitors are entitled to two (2) complimentary registrations per tabletop exhibit space. Additional badges may be purchased for \$250 (USD) each, with a limit of five (5) total badges per tabletop. Please review the registration guidelines as outlined in the rules and regulations section.

Exhibitors will be admitted 30 minutes prior to Exhibit Hall opening. Exhibit set-up will be permitted on Wednesday, June 27, 2012 from 3:00pm – 6:00pm. Tear down will take place on Saturday, June 30, 2012 from 12:00pm – 2:00pm.

HOTEL RESERVATIONS

Reservations can be made by calling the Hyatt Regency Huntington Beach at 1-888/421-1442. The contracted rate for a single/double guestroom is \$259 (USD) plus state and local taxes. Please mention the “WAGO Annual Meeting” when booking your room to receive this special rate. **The Annual Meeting room rate is guaranteed through Thursday, May 24, 2012.**

TRAVEL

WAGO’s official travel agent is Gant Travel Management, available toll-free at 1-800/621-1083 (1-630/227-3873, outside US/Canada). Gant is available 8:00am – 5:00pm CST, Monday through Friday. A \$25 service fee is issued per airline ticket.

The Hyatt Regency Huntington beach is located 13 miles from Orange County Airport (SNA), 18miles from Long Beach Airport (LGB), and 38 miles from Los Angeles International Airport (LAX). Information on ground transportation to/from the Hyatt Regency from the various airports is available on the hotel web site at (<http://huntingtonbeach.hyatt.com/hyatt/hotels/services/transportation/index.jsp>).

CANCELLATION

Submission of the exhibit application, payment in full and assignment of space shall constitute a contract with WAGO. Cancellations of exhibit space must be submitted in writing to WAGO Headquarters and shall be effective upon receipt by WAGO. From time of signature of contract until March 1, 2012, 50 percent will be refunded for all exhibit cancellations. After March 1, 2012, there will be no refunds whatsoever for cancellation of tabletop exhibit space. If, for any reason beyond the control of WAGO, the exhibition has to be cancelled, shortened, delayed or otherwise altered or changed, the exhibitor understands and agrees that losses and damages, which it may suffer as a consequence thereof, are its responsibility and not that of WAGO, its directors, officers, employees or agents. The exhibitor understands that it may lose all monies it has paid to WAGO for space in the show as well as other costs it has incurred, including travel to the exhibition, set-up, lodging, freight and employee wages.

ACKNOWLEDGEMENT

All exhibitors/sponsors will receive special recognition listed in the Program Book, recognition from the podium during the supported event, and recognition in the WAGO newsletter (if confirmed before April 1, 2012)

Application for Exhibit Space/Sponsorships (WAGO Federal Tax ID #237309615)

Please complete this form and email to mandy.marneris@wago.org, mail or fax to 1-312/235-4059 by Friday, May 4, 2012.

I. In accordance with the following terms, conditions and regulations governing exhibits at the WAGO 2012 Annual Meeting at Hyatt Regency Huntington Beach (21500 Pacific Coast Hwy, Huntington Beach, CA 92648) the undersigned hereby makes application for tabletop exhibit space(s), which, when accepted by the Western Association of Gynecologic Oncologists (WAGO), becomes a contract. Terms and conditions are listed under Rules and Regulations, as well as those conditions under which tabletop exhibit space at Hyatt Regency is leased to WAGO, are part of this contract.

II. Please list information below exactly as it should appear in the Annual Meeting Program. *Note: the person listed as the "Primary Contact" will receive all conference updates.

Company Name: _____

Company Mailing Address: _____

City, State, Postal Code: _____

Primary Contact Name: _____

Contact Phone/Fax: _____ Contact Email: _____

III. Exhibitor Registration

The following representatives will be present to exhibit for the above named company.

Contact Name (Complimentary): _____ Contact Name (Complimentary): _____

Contact Name (\$250 USD): _____ Contact Name (\$250 USD): _____

Contact Name (\$250 USD): _____

IV. Sponsorship Opportunities

- Educational Grant (\$5,000 - \$10,000)
- Welcome Reception (\$5,000)
- Invited Lectures (\$5,000)
- Resident/Fellow Scholarship Fund (\$5,000)
- Continental Breakfast (\$5,000 Each)
- Coffee Break (\$5,000 Each)
- Abstract Book (\$5,000)
- Newsletter (\$5,000)

IV. Payment Information – Full payment is due with this contract by **May 4, 2012**. All payments must be made in U.S. Dollars.

Tabletop Exhibit: \$2,500 + Additional Exhibitors: _____ \$250 each* + Sponsorship _____ = TOTAL: \$ _____

Payment Options: (Select One) ___ Visa ___ MasterCard ___ American Express ___ Check (made payable to WAGO)

Card Number: _____ Exp. Date _____ Security Code: _____

Cardholder Name: _____

Cardholder Signature: _____ Date: _____

V. We agree to abide by all of the rules and regulations governing the tradeshow in the WAGO Rules & Regulations, which are part of this contract, as printed in the Exhibitor Prospectus.

Signature of Primary Contact

Date

Mail Checks/Applications to: WAGO, Attn: Mandy Marneris 230 W. Monroe, Suite 710, Chicago, IL 60606 FAX: 312/235-4059