EXHIBIT & SUPPORT PROSPECTUS

22ND ANNUAL MEETING AND EDUCATION DAY OF THE SOCIETY FOR NEURO-ONCOLOGY

NOVEMBER 16-19, 2017
MARRIOTT MARQUIS HOTEL
SAN FRANCISCO, CALIFORNIA

www.soc-neuro-onc.org
Be a Part of the World's Largest Meeting of Neuro-Oncology Professionals

The annual meeting of the Society for Neuro-Oncology offers unparalleled access to every sub-specialty in the field of neuro-oncology.

Over 2200 researchers and clinicians attended our last meeting in Scottsdale, Arizona. Of those, the largest segments were comprised of:

- Neuro-Oncologists - 516
- Neurosurgeons - 300
- Radiation Oncologists – 99
- Basic Scientists - 380
- Medical Oncologists - 126
- Pathologists – 40
- Allied Health - 86
- Other disciplines - 400+

Exhibiting at the annual SNO meeting brings you face-to-face with a wide range of multidisciplinary healthcare professionals who are shaping the field of neuro-oncology in North America and worldwide. Reserve your exhibit space today!
Meeting Exhibit Opportunities

REASONS TO EXHIBIT

The 22nd Annual Scientific Meeting and Education Day of the Society for Neuro-Oncology will be held this year at the Marriott Marquis Hotel, located in the exciting city of San Francisco. The annual SNO meeting offers you an unprecedented opportunity to promote the advances in neuro-oncology made by your company to this specialized, multidisciplinary group of healthcare professionals. We anticipate that over 2200 neuro-oncology professionals will register for this unique event.

As is typical of past meetings, this event brings neuro-oncologists, surgeons, basic scientists, epidemiologists, neuropsychologists, psychiatrists and other neuro-oncology specialists together in one conference. Exhibitors therefore have the benefit of reaching the entire range of multidisciplinary professionals working in the field of neuro-oncology. This meeting provides a unique opportunity to associate with these professionals and to strengthen and establish lasting partnerships. Whatever your product or service, exhibiting at the SNO meeting will bring you face-to-face with the neuro-oncology professionals who will shape the future of neuro-oncology in North America and worldwide.

EXHIBITOR BENEFITS

- Listing in the Final Program.
- Listing on the SNO website for 6 months.
- Two complimentary registrations with access to the scientific sessions.
- Attendance at the SNO Welcome Reception.

ELIGIBLE EXHIBITS

Exhibits will be limited to only the company listed in Appendix A of this document. The approved company may exhibit oncological products, equipment and services whose efficacy has been determined as required by law and which are commercially available. All items must comply with all local, state and FDA regulations. Only the sign of the company whose name appears on the face of the Exhibit Agreement may be placed in the booth or appear on any printed list of Exhibitors. No exhibits or advertising will be allowed beyond the perimeters of the booth. SNO retains the sole and exclusive right to determine which organizations may exhibit at the SNO Annual Meeting. The FDA imposes rules and regulations on displayed products. These rules relate to appropriate labeling of displayed products, sponsoring hands-on events for non-approved products and booth descriptions listed in convention programs. Further information may be obtained from the FDA.

The demonstration of products, advertising, and/or solicitation of business of any kind on behalf of non-exhibiting firms in any part of the convention facility (including guest rooms, suites and function space) is strictly prohibited.

EXHIBIT COST & SPECIFICATIONS

8´ x 10´ (booth area) $3,950
6´ x 2´ (skirted tabletop) $2,950

Each booth includes:
- 8´ high back drape
- Draped table
- 3´ side rails, an identification sign and two (2) complimentary exhibit badges.

Each tabletop exhibit includes:
- a draped table, an identification sign and two (2) complimentary exhibit badges.

Up to two (2) additional registration badges per tabletop or booth may be purchased for an additional fee. See Appendix A.

Electricity, audiovisual, internet access, etc., are available, at the exhibitor’s expense, through the exhibitor service kit that will be sent to all exhibitors prior to the meeting.
Meeting Exhibit Opportunities, continued

**BOOTH REGULATIONS AND ATTENDANTS**

Exhibits or displays must not obstruct the view or interfere with the displays of neighboring exhibits. Excessive audible/visual attention-getting devices or effects and offensive odors are prohibited. Sound effects are discouraged due to the intimate nature of the exhibit area. No copyrighted recorded or live music may be played or performed during the Exhibition Hours.

**ETHICAL CONSIDERATIONS**

Exhibitor shall not offer gifts to physicians individually unless such gifts primarily entail a benefit to patients and are not of substantial value. Textbooks and other gifts are appropriate only if they serve a genuine educational function. Cash payments may not be offered to physicians. Individual gifts of minimal value are permissible as long as they relate to the physician’s work (e.g., pens and notepads). The SNO name and/or logo may not be part of any Exhibitor-distributed materials without approval.

**COMPLIANCE WITH ALL APPLICABLE LAWS**

SNO supports the Americans with Disabilities Act of 1990. Exhibitors should follow the ADA guidelines relating to their exhibit space. All applicable fire and safety laws and regulations must be strictly observed by the Exhibitor. In addition, all other laws, including without limitation the laws and regulations of the Federal Food and Drug Administration, must be fully complied with by the Exhibitor.

**EMERGENCIES, STRIKES, LABOR COST**

SNO will not be responsible for delays, damage, loss, increased costs, or other unfavorable conditions caused by circumstances beyond its control. In the event that the premises in which the conference is conducted shall become, in the sole discretion of SNO, unfit for occupancy, or substantially interfered with by any cause or causes not reasonably within the control of SNO, this agreement may be terminated by SNO. Should SNO terminate this agreement pursuant to the provisions of this paragraph, the Exhibitor waives any and all claims for damages and agrees that SNO may, after computing the total amount refundable to all exhibitors (i.e., the excess of the total of Exhibitors’ deposits held by SNO over SNO’s costs and expenses in connection with its preparation for and conducting of the show, including a reasonable reserve for claims and other contingencies), refund to the Exhibitor, as complete settlement and discharge of all said Exhibitor’s claims and demands, the Exhibitor’s pro-rated amount of the total amount refundable to all exhibitors, based upon the amount of Exhibitor’s deposit relative to the total deposits paid by all Exhibitors.

**LIABILITY AND INDEMNIFICATION**

The Exhibitor agrees to hold harmless SNO, the conference facility and their employees and agents excluding any such liability caused by the sole negligence of SNO or the convention facility and their employees and agents. SNO and the Exhibitor shall not be liable for any loss or damage resulting from the perils of fire, lightning, windstorm, cyclone, tornado, hail, riot attending a strike, civil commotion, smoke, motor vehicle damage and aircraft damage, nor may the Exhibitor hold liable SNO or the convention facility for such incidents. The Exhibitor acknowledges that it is responsible for obtaining insurance in such amounts as it deems necessary for its own protection during the course of the event, including transit.

**SECURITY**

SNO does not guarantee Exhibitors against loss and will not be responsible for loss of any material by or for any cause. Each Exhibitor must make provisions for safeguarding of his goods, materials, equipment and display at all times. Exhibitors are urged to carry their own insurance, if needed, through their own sources at their own expense.
Meeting Support Levels

This meeting will be the premier event in 2017 for multidisciplinary professionals involved in the field of neuro-oncology. Make a lasting impression with this highly dedicated group of neuro-oncology specialists by becoming a corporate supporter.

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Exclusive Partnership Opportunities

The following opportunities are available to Platinum Level SNO Partners, as well as Contributor, Supporter, Benefactor and Leader level supporters of the 22nd Annual Scientific Meeting of the Society for Neuro-Oncology. Please see Appendix C for the Meeting Partner form.

**WELCOME RECEPTION** $50,000
This event hosts all meeting attendees, guests, faculty and exhibitors. This high-profile event kicks off the Meeting on November 16th.

**CONFERENCE BANQUET** $50,000
The Gala Banquet is the social highlight of the meeting and will take place at AT&T Park, home of the San Francisco Giants. The Gala will attract over 500 attendees, and the supporter will be recognized throughout this special evening.

**POSTER SESSIONS (2)** $20,000 EACH
Over 260 posters will be available for viewing at each of two 2-hour receptions held Friday and Saturday evenings immediately following general sessions. The supporter will be recognized throughout these informal, educational events.

**ON-SITE PROGRAM** $17,500
Distributed to every attendee, the final meeting program contains meeting highlights and schedule of events, SNO bylaws and other meeting information. Your logo and corporate advertisement will remind members of your contribution long after the meeting is over.

**INTERNET ACCESS** $25,000
Always in demand, meeting attendees will greatly appreciate wireless internet access in the conference area. The supporter will be recognized throughout the meeting in signage and electronic communications.

**YOUNG INVESTIGATORS RECEPTION** $15,000
This reception provides an excellent opportunity to encourage and nurture the next generation of neuro-oncology professionals by supporting this special mentoring and educational event specifically for young investigators.

**EDUCATION DAY** $15,000 (per supporter)
The Education Day (Nov. 16) this year will focus on the Cancer Moonshot Program. The supporting organizations will be recognized throughout the day. There will be multiple supporters of this special opportunity.

**LANYARDS** $15,000
The name badge lanyards provided to every attendee will bear your company's name or logo. This is a very high profile opportunity!

**TRAINEE REGISTRATIONS** $15,000
Support the education of young investigators in our field who will be tomorrow's future in neuro-oncology. Reduced registration fees will be extended to all trainees by the supporter of this opportunity. In addition to recognition in the program materials and signage, trainee badges will sport a ribbon denoting the sponsor's support.

**HOSPITALITY SUITES** $12,000 EACH
The supporter will be assigned a designated room where guests can be hosted during non-embargoed meeting times. Hospitality Suites will be assigned on a first-come, first-served basis.

**QUALITY OF LIFE SESSION** $10,000
This special session on applied neuro-oncology will take place during the Education Day and will be a meeting highlight for all allied health professionals. The supporter will be recognized before, during and after this important track of educational programming.

**SUNRISE SESSIONS** $10,000 (PER DAY)
These early morning sessions are highly popular with attendees and feature some of the most recognized names in the field of neuro-oncology. The supporter will be recognized throughout the meeting as well as in the program materials.

**BEVERAGE BREAKS** $7,500
Provide attendees with a pleasant break in the day. Supporter will be extensively acknowledged in the program materials, signage during the break and in PowerPoint slides during the meeting.
Industry Satellite Symposium (ISS) Guidelines

INTRODUCTION

The 22nd Annual Scientific Meeting and Education Day of the Society for Neuro-Oncology is set for November 16-19, 2017, at the Marriott Marquis Hotel in San Francisco. This scientific meeting is a gathering of experts from all disciplines of neuro-oncology and represents a unique opportunity for industry to bring scientific information to these healthcare professionals.

GUIDELINES PURPOSE

These guidelines are designed to streamline your application process to include eligibility, marketing, scheduling and costs.

ELIGIBILITY AND SYMPOSIUM CRITERIA

The organization must:

- Fulfill funding obligations in advance of the meeting (see Financial Considerations)
- Hold SNO harmless from any and all claims that may result from the meeting

The Symposium must:

- Provide high-quality scientific information for healthcare providers
- Offer balanced and objective information
- Provide non-duplicative information from the Annual Meeting scientific abstracts presentations

SCHEDULING AND LOCATION

ISS may not conflict with SNO scientific program activities or organized events. The following time slots have been designated for evening ISS:

- Thursday, November 16, 2017
  - 5:30 – 7:30 pm (exact time subject to change)
- Friday, November 17, 2017
  - 5:30 – 7:30 pm (exact time subject to change)

Please note that up to three satellite sessions may run concurrently during designated ISS time slots.

SNO will designate meeting room space within the conference hotel for use by Satellite providers. Due to space limitations, it is likely that Satellite sessions will take place in the same rooms as SNO’s general sessions. Therefore, Satellite organizers should expect that they will not have access to the space until the times noted on this page and should plan accordingly.

APPLICATION PROCESS

Applications for ISS (Appendix D) must be completed and submitted to SNO. Applications are reviewed by the administrative office and/or the meeting chairs who will approve the program to be held in conjunction with the SNO Annual Meeting.

Applications will be considered on a case-by-case basis as they are received. Applicants are therefore encouraged to submit their ISS application as soon as possible to ensure their slot at the meeting. Applications received after all of the available time slots have been filled will be placed on a waiting list.

Applications must be final upon submission. Incomplete applications will not be reviewed.

Applications (Appendix D) should be forwarded to:

Megan Bell Johnston
Society for Neuro-Oncology
PO Box 273296
Houston, TX 77277
Phone: 713-526-0269
E-mail: megan@soc-neuro-onc.org
PROMOTION/MARKETING

The ISS provider is encouraged to promote and market their symposium to generate attendance. SNO reserves the right to review marketing material in order for the ISS provider to receive:

- A mailing list of SNO members and pre-registration postal addresses
- Listing of symposia on SNO website
- Listing in final program material
- Inclusion of materials in registration bags

All material should contain the following qualifying statement:

“The Society for Neuro-Oncology has reviewed and approved this symposium as appropriate for presentation as an Industry Supported Symposium. The symposium constitutes the content and views of the sponsor and is not part of the official SNO Annual Meeting program.”

GENERAL POLICIES

SNO Logo Use: Educational, investigator, business meetings and social functions planned by exhibitors, commercial firms and other organizations may not make any use of the SNO name or logo, or in any way imply the function is a SNO function, without express permission from SNO.

Independent Educational Planning: SNO, by accepting support from a commercial organization, is not obligated to accept advice or services concerning SNO annual meeting speakers, invitees or other educational matters, including content. Representatives of commercial supporters may attend a SNO educational activity, but may not engage in sales activities while in the room where the activity takes place. The terms, conditions and purposes of the ISS must be documented by a signed Letter of Agreement between the commercial firm, foundation or organization and joint sponsors SNO and SNO’s CME provider. No commercial promotional material shall be displayed or distributed in the same room immediately before, during or immediately after a SNO educational activity certified for CME.

Additional charges: The grant fee for the Symposia does not include any amenities, only use of the room and the draw of the Annual Meeting attendees. All other costs are borne by the ISS providers. All additional audiovisual equipment or technician charges, additional electrical services, telephone, special “decorations”, catering or alterations to the room setup are the sole responsibility of the ISS provider.

FINANCIAL CONSIDERATIONS

There is a $500 nonrefundable application fee that must accompany your application. Upon approval of the Symposium, the provider will be invoiced for an unrestricted educational grant of $30,000. SNO partners at the “Platinum” level are entitled to a $5,000 discount.

Programs cancelled prior to July 1st will be issued a full refund (with the exception of the nonrefundable application fee). For cancellations after July 1st, SNO will retain the educational grant and consider rescheduling the event at a future time.

OTHER FUNCTIONS

Organizations wishing to hold non-ISS functions in conjunction with the SNO Meeting must first obtain SNO approval. The Function Space Request Form (Appendix B) must be submitted to SNO for any event to be considered.

LUNCHEON SATELLITES

Depending on the composition of the main SNO meeting program, a limited number of luncheon satellite slots may be available for $12,000 per session. Organizations seeking to hold symposia or workshops during regularly scheduled lunch times should contact Megan Bell Johnston at (713) 526-0269, or by email megan@soc-neuro-onc.org.
APPENDIX

APPENDIX A: EXHIBITOR APPLICATION
APPENDIX B: FUNCTION REQUEST FORM
APPENDIX C: SNO PARTNER FORM
APPENDIX D: SATELLITE SYMPOSIUM REQUEST FORM
APPENDIX A: EXHIBITOR APPLICATION

YES! I wish to exhibit at the 22nd Annual Scientific Meeting and Education Day of the Society for Neuro-Oncology on November 16-19, 2017, at the Marriott Marquis Hotel in San Francisco.

Organization

Address

City State Zip Code

Contact person E-mail Address Telephone

Registrant 1 Email Address

Registrant 2 Email Address

Registrant 3 Email Address

Registrant 4 Email Address

PAYMENT INFORMATION

☐ $2950 6’ x 2’ booth (includes two registrations)

☐ $3950 8’ x 10’ booth (includes two registrations)

Additional registrants (up to two per booth)  ☐ 1 x $595  ☐ 2 x $1190

My check in the amount of $____________ is enclosed

Please charge my credit card for $____________

☐ VISA ☐ Mastercard ☐ Amex

Card #__________________________ Exp. Date __________ CCV #____________

Signature ________________________________

Mail, fax or email completed forms with payment to:

Society for Neuro-Oncology
Attn. Megan Bell Johnston
PO Box 273296
Houston, TX 77277
Phone: 713-526-0269 Fax: 801-421-0269
Email: megan@soc-neuro-onc.org

EXHIBIT APPLICATION DEADLINE
To secure your space, please fill out the Exhibitor Form and return to SNO at the address above before September 25, 2017.

ADDITIONAL SERVICES
Electricity, audiovisual and internet access are available through the hotel at the exhibitor’s expense.

REFUNDS/CANCELLATIONS
Cancellations received prior to September 25, 2017 will receive a full refund of the exhibit space fee, less a $250 administrative fee. Cancellations received on or after September 26, 201 will forfeit all exhibit fees.

ADDITIONAL EXHIBITOR REGISTRATION
Two (2) complimentary registrations are included with the price of each exhibit space. Up to two (2) additional registrations per booth are available at a cost of $595 per badge. A unique email address must be provided for each registrant.

DISCLAIMER
The conference organizers do not endorse the commercial products, equipment, or services presented by exhibitors and/or financial supporters of this meeting.
APPENDIX B: FUNCTION SPACE REQUEST FORM

Organizations wishing to hold non-ISS functions in conjunction with any part of this meeting must first obtain approval from SNO and are required to complete and return this form. All scheduled events must adhere to SNO regulations. If the function is approved, the organization will work directly with the hotel to make arrangements pertaining to the proposed event. Please submit one form for EACH function that you would like to hold.

Regulations and Guidelines

Deadline for Ancillary Meeting Requests: October 6, 2017

- SNO prohibits competing functions with SNO educational sessions. Functions (or transportation to and from functions) may not be held during SNO educational session times.
- Each organization is responsible for any hotel charges for meeting space, including catering, audio visual, etc.
- You will be informed if audio visual equipment is in your assigned room. For removal, an additional fee will be incurred.
- Any promotional materials associated with your function must be submitted for SNO review. The name “Society for Neuro-Oncology”, the acronym “SNO” and the SNO logo are registered trademarks of the Society for Neuro-Oncology and may not be used without the expressed written consent of SNO.
- Events that are sponsored may be considered to be an Industry Satellite Symposia (ISS) which requires submission of the application found in Appendix D.
- Groups will not be allowed more than three (3) ancillary meetings to allow others the use of the meeting space.
- You will only have access to the meeting room during the time assigned to you by SNO (this includes set up and breakdown time).
- Your function request may be subject to a meeting room fee as noted below.
- Please allow 5-7 business days for function space approval.

Meeting space and time slots are limited. Requests for function space will be processed in the order received. Incomplete request forms will not be considered.

Organization Type:  ☐ Industry  ☐ Non-profit

Organization Name

Address

City     State     Zip Code     Tel.

Contact E-mail Address

Function Name Requested Date and Time

Function Description

Rates:
- ☐ Investigator Meeting ($0)
- ☐ SNO Committee Meeting ($0)
- ☐ Advisory Board Meeting ($100)
- ☐ Slide Review ($100)
- ☐ Reception/Social Function ($500)

Room Setup requested*:
- ☐ U-shape
- ☐ Hollow square
- ☐ Theater
- ☐ Classroom
- ☐ Banquet

Audience:
- ☐ By invitation  ☐ Open invitation  Number of Estimated Attendees: _____

Audiovisual needs:________________________________________________________________________

Catering needs:  __________________________________________________________________________

Other needs: _____________________________________________________________________________

PAYMENT INFORMATION

☐ Please charge my credit card for $____________  ☐ Please send an invoice

☐ VISA  ☐ Mastercard  ☐ Amex

Card #____________________________________________  Exp. Date _________  CCV #____________

Email or send completed Function Space Request Form to:
Ginger Vazquez
ginger@soc-neuro-onc.org
Society for Neuro-Oncology
PO Box 273296, Houston, TX 77277  Phone: 713 526-0269

* Requested room setup cannot be guaranteed. Room reconfiguration charges may apply and if so, these charges will be the responsibility of the organizer.
APPENDIX C: SNO PARTNER FORM

YES! We wish to partner with the Society for Neuro-Oncology at the level marked below.

☐ Platinum ($50,000)
☐ Benefactor ($26,000)
☐ Supporter ($16,000)
☐ Contributor ($6,000)

We wish to support the following event(s):

☐ Welcome Reception $50,000
☐ Conference Banquet $50,000
☐ Poster Sessions (2) $20,000 each
☐ Internet Access $25,000
☐ On-site Program $17,500
☐ Young Investigators Reception $15,000
☐ Lanyards $15,000

☐ Education Day $15,000 each
☐ Trainee Registration Fees $15,000
☐ Hospitality Suite $12,000 each
☐ Quality of Life Session $10,000
☐ Sunrise Sessions $10,000 (per day)
☐ Beverage Breaks $7,500

Organization

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Mail or fax completed form to:

Megan Bell Johnston
Society for Neuro-Oncology
PO Box 273296
Houston, TX 77277
Phone: 713-526-0269
Fax: 801-421-0269
Email: megan@soc-neuro-onc.org

DISCLAIMER
The conference organizers do not endorse the commercial products, equipment, or services presented by exhibitors and/or financial supporters of this meeting.

The 22nd Annual Scientific Meeting and Education Day of the Society for Neuro-Oncology
November 16-19, 2017 • San Francisco, California
APPENDIX D: Satellite Symposium Request Form

Organizations wishing to hold a Satellite Symposium during the annual SNO meeting must first obtain approval and are required to submit this Request Form together with a non-refundable application fee of $500.

Organization

Address
City  State  Zip/Postal Code

Contact person  E-mail Address  Tel.

Will the event be a CME symposium?  Yes  No  If yes, anticipated CME credits:

Is the organization a SNO Partner?  Yes  No  If no, please note the eligibility requirements for hosting symposium and attach the SNO Partner application (Appendix B)

Satellite date/time requested:
- Thursday, November 16, 2017, 5:30-7:30 pm  Grant Fee: $30,000
- Friday, November 17, 2017, 5:30-7:30 pm  Grant Fee: $30,000
- Friday or Saturday lunch.  Grant Fee: $12,000

Requested time is not guaranteed.

Title of Planned Symposium

Brief description, topics to be discussed, proposed faculty (or attach one-page sheet)

☐ I have read and agree to abide by the ISS Guidelines pertaining to Satellite Symposia and understand that:

1. Several Satellite Symposia may run concurrently.

2. Space assigned by SNO for Satellite Symposia will likely be in the same rooms as SNO’s general sessions. Correspondingly, access to assigned meeting space will be limited only to the time slot provided by SNO.

Signature  Printed name  Date

SNO Review

Applications for Satellite Symposia will be reviewed by SNO.

Decision for acceptance or denial will be made on a first come, first served basis and slots may therefore sell out prior to the meeting.