

# Annual Meeting Exhibit and Support Opportunities



## ISHLT2025

45<sup>th</sup> Annual Meeting & Scientific Sessions

Preconference | Saturday, 26 April  
Annual Meeting | Sunday, 27 April – Wednesday, 30 April  
John B. Hynes Veterans Memorial Convention Center  
Boston, MA USA



**International Society for  
Heart and Lung Transplantation**

A society that includes basic science,  
the failing heart, and advanced lung disease

✕ @ISHLT  
f @TheISHLT  
@ @TheISHLT  
in /company/ishlt

[ishlt.org/ishlt2025](https://ishlt.org/ishlt2025)



## 2025 EXHIBIT AND SUPPORT OPPORTUNITIES

[ishlt.org/ishlt2025](https://ishlt.org/ishlt2025)  
X [#ISHLT2025](https://twitter.com/ISHLT2025)



## Table of Contents

**03** ABOUT

**05** EXHIBIT DETAILS

**10** SUPPORT OPPORTUNITIES

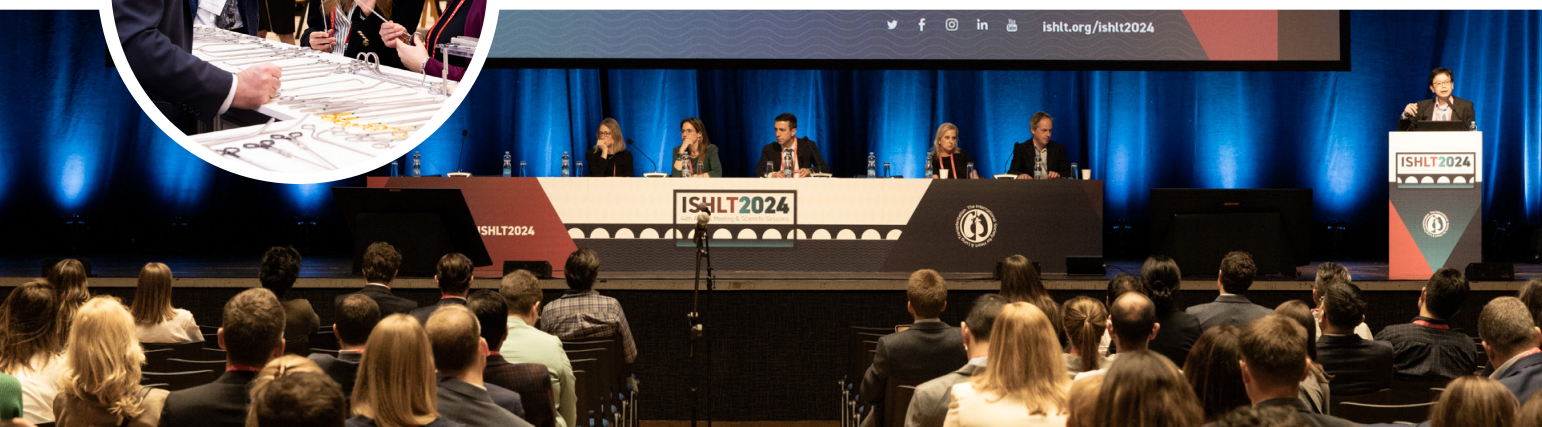
**11** ISHLT2025 – RELATIONSHIP AND THOUGHT LEADERSHIP

**17** ISHLT2025 – MARKETING AND ADVERTISING

**21** SUPPORT LEVELS

**26** POLICIES

**36** QUESTIONS?







## About ISHLT

The International Society for Heart and Lung Transplantation (ISHLT) is a not-for-profit, multidisciplinary, professional organization dedicated to improving the care of patients with advanced heart or lung disease through transplantation, mechanical support, and innovative therapies via research, education, and advocacy.

One of the Society's greatest strengths is its multinational mix of healthcare and allied professionals, with members from over sixty-seven countries representing more than fifteen professional disciplines involved in the management and treatment of advanced heart and lung disease.

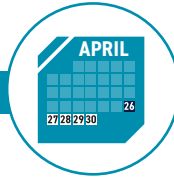
For more information on who we are and how we practice, visit [ishlt.org/about](https://ishlt.org/about).

## About the ISHLT Annual Meeting & Scientific Sessions

The ISHLT Annual Meeting & Scientific Sessions is multidisciplinary, international, and one of the largest gatherings of healthcare practitioners, researchers, and allied health professionals focused on advanced treatment for end-stage heart and lung disease.

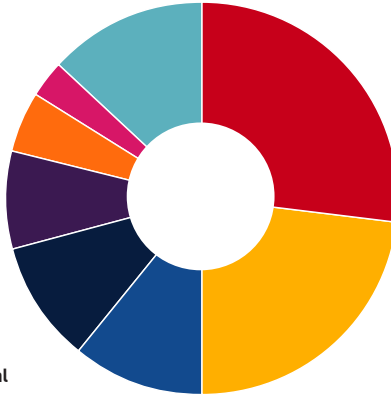
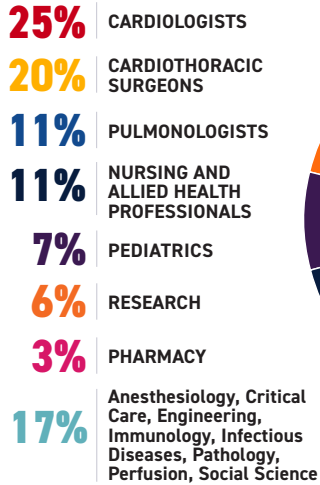
The Annual Meeting typically draws approximately 3,500 meeting participants from around the world. Over four days, these participants are immersed in the most sought-after research and latest technologies while sharing knowledge for the improvement of patient care.



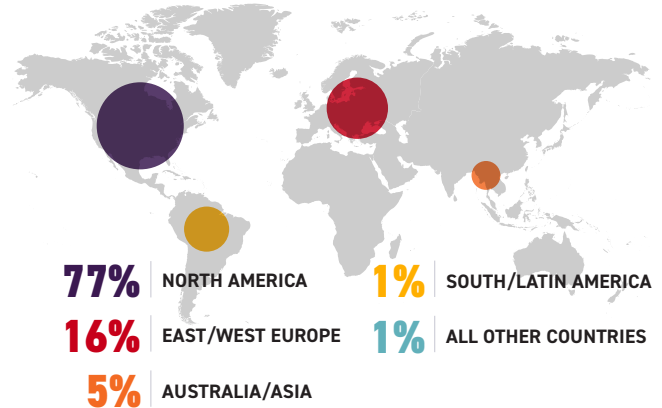


## Who Attends?\*

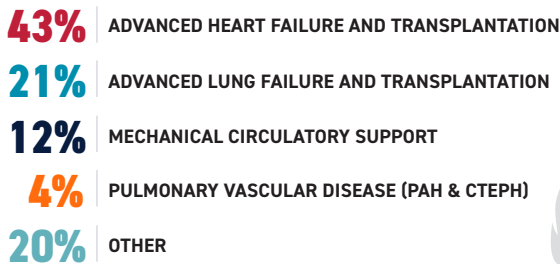
### Meeting Delegates by Professional Specialty



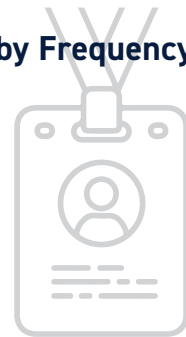
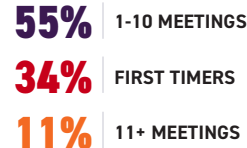
### Meeting Delegates by Geography



### Meeting Delegates by Core Therapy



### Meeting Delegates by Frequency



\*Meeting attendance based on North American meeting demographics.

## Why Exhibit?

- Meet face-to-face with medical professionals who are senior decision makers for cardiothoracic products and services.
- Increase visibility and strengthen your organization's position in the industry.
- Establish your organization as a thought leader and valuable partner in the cardiothoracic space.
- Share your latest updates, products, services, and equipment pertinent to the fields of mechanical circulatory support, heart and lung transplantation, advanced heart and lung disease, transplant related infectious diseases, pulmonary hypertension, and related diseases and therapies.
- Build your contacts and strengthen or form relationships with consumers of a range of medical and pharmaceutical supplies, devices and services.





# How to Exhibit

To get started exhibiting at **ISHLT2025**, submit an **Exhibitor Application & Contract** along with full payment. Email and fax applications will not be accepted—you must apply online using the linked form.

**PLAN AHEAD, THE MEETING DAYS HAVE SHIFTED: ISHLT2025 is Sunday through Wednesday!**



**SUBMIT AN APPLICATION IMMEDIATELY**  
or no later than **Friday, 8 November, 2024**  
to hold your place in the queue.

**SPACE AT THE ISHLT ANNUAL MEETING & SCIENTIFIC SESSIONS FILLS UP QUICKLY.**

## Booth Assignment Policies

- Priority will be extended to previous ISHLT Annual Meeting exhibitors and supporters, and organizations' total support for past ISHLT Annual Meetings will be considered when assigning exhibit space.
- The date payment has been received in full, not the date your booth application was submitted, will be used to determine your place in line for priority booth assignment.
- To avoid being assigned adjacent to a specific company and/or competitor, be sure to list the complete company name(s). Careful consideration will be given to these requests but are not guaranteed.
- ISHLT reserves the right to determine final booth assignments.
- Booth assignments will be made in December 2024.

## Who Can Exhibit?

Exhibition at **ISHLT2025** is open to companies displaying products or services related to the field of advanced heart and lung failure and mechanical circulatory support, and of professional interest/benefit to the meeting attendees.

## Booth Pricing and Specifications

### Booth Cost

10' x 10' In-line Booth:	<b>\$4,000 USD</b>
10' x 10' Corner Booth:	<b>\$4,500 USD</b>
10' x 20' Booth:	<b>\$10,000 USD</b>
20' x 20' Island Booth:	<b>\$25,000 USD</b>
20' x 30' Island Booth:	<b>\$35,000 USD</b>



## 10' x 10' (100 sq. ft.) and 10' x 20' (200 sq. ft.)

### Booth Package includes:

- An identification sign listing the company name
- 8' high draped back wall and 3' high draped side rails
- General security guard service for the entire hall
- Directory listing in the ISHLT2025 mobile app  
**NOTE:** Exhibitors are responsible for updating their profile and company information in the mobile app.
- Complimentary exhibitor badges will be allotted per booth size as follows:
  - 10' x 10': Five (5) complimentary exhibit hall only badges per **100 sq. ft.**
  - 10' x 20': Ten (10) complimentary exhibit hall only badges per **200 sq. ft.***(Personnel must be employed by the exhibiting company; allows access to the exhibit hall, poster hall, and General Sessions only.)*
- Additional Exhibit Booth Staff badges with access to the exhibit hall, poster hall, and General Sessions can be purchased for \$75 USD each.
- Exhibiting company employees/consultants who wish to attend scientific sessions must register for the meeting by purchasing an Exhibitor All Access Badge, which is a 10% discount off the standard Industry Registration Fee.
- One pre- and post-meeting registrant list of those who opted in to have their information shared with industry partners (lists include name, institution, city, state, country).
- For more information regarding Attendee List Usage, GDPR and CCPA Compliance see the exhibitor rules and regulations on page 30.

## 20' x 20' (400 sq. ft.) and 20' x 30' (600 sq. ft.)

### Booth Package includes all benefits listed above, plus:

- Early access to the exhibit hall for booth building beginning **2:00 p.m., Friday, 25 April**, by appointment.
- To reserve your time slot, email Lisa Collins at [lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org).
- Complimentary exhibitor badges will be allotted per booth size as follows:
  - 20' x 20': Twenty (20) complimentary exhibit hall only badges per **400 sq. ft.**
  - 20' x 30': Thirty (30) complimentary exhibit hall only badges per **600 sq. ft.***(Personnel must be employed by the exhibiting company; allows access to the exhibit hall, poster hall, and General Sessions only.)*



## Booth Size and Height

- \*Minimum Booth Size: 10' x 10'  
*\*some exceptions apply*
- Policies around booth height:  
The exhibit hall ceiling height varies. Maximum island booth height permitted is 20' to top of sign.
  - Hanging signage will only be allowed within island booths sized 20x20 or larger AND with advanced written approval from both ISHLT and Freeman.
  - Exhibitors will be required to agree to additional rules and regulations prior to approval being granted by ISHLT and Freeman. More information can be found in the exhibitor rules and regulations section on page 30.
  - Inline and corner booths may not exceed a height of 8'. Indicate your booth height on the exhibit contract.
  - Refer to the exhibition rules regarding exhibit booth configuration.

## Carpet and Furnishings

- Exhibit hall is not carpeted. Exhibiting company must carpet booth at the cost to the exhibiting company.
- All furnishings, equipment, electrical, etc., required shall be at the expense and responsibility of the Exhibiting Company and may be ordered through the official Exhibitor Information and Services Manual, which will be distributed by Freeman in January 2025.



# Exhibit Area Location and Floor Plan

## Meeting Location

John B. Hynes Veterans Memorial Convention Center  
900 Boylston St  
Boston, MA 02115 USA



## Exhibit Hall Location

Exhibits will be featured in Exhibit Hall D, on Floor 2 of the Convention Center.

## Exhibit Hall Floor Plan

A **Preliminary Exhibit Hall floor plan** is now available. A final Exhibit Hall floor plan will be redesigned to accommodate contracted exhibitor space requests.

# Official Exhibit Services Contractor

ISHLT has selected Freeman as the official Exhibit Services Contractor, shipping supplier, and advanced warehousing provider. They will furnish all exhibitors with an Exhibitor Information and Services Manual in December 2024.

The Services Manual will contain order forms for your booth labor, cleaning, furnishings, accessories, signage, audio-visual, electric, telephones, internet, shipping, etc.

**On site, Freeman staff will be available at the Exhibitors' Service Center during move-in, move-out, and show hours.**

## WHAT IS THE ISHLT FOUNDATION?

As you plan your spending for 2025, consider making a donation to the ISHLT Foundation. Your donations to the ISHLT Foundation are dedicated to funding research grants and other awards to build the next generation of researchers and clinicians around the world.

Support of the ISHLT and ISHLT Annual Meeting are conducted separately from these charitable gifts. To learn more, visit **[www.ishlthfoundation.org](http://www.ishlthfoundation.org)**.



# Exhibit Hall Move-In, Move-Out, and Show Hours

(Schedule is subject to change)



**PLAN AHEAD, THE MEETING DAYS HAVE SHIFTED: ISHLT2025 is Sunday through Wednesday!**



## FRIDAY, 25 APRIL

2:00 – 6:00 p.m. Large Island Booth Build – *by appointment in the afternoon only*

## SATURDAY, 26 APRIL

8:00 a.m. – 4:30 p.m. Exhibit Hall Set-Up/Freeman Services Available

4:30 – 8:00 p.m. Exhibitor Set-Up Only

## SUNDAY, 27 APRIL

7:00 – 9:00 a.m. Exhibitor Move-In  
(no motorized vehicles, lifts, power tools or hammering permitted)

9:30 a.m. – 7:00 p.m. Exhibit Hall Open

9:30 – 10:00 a.m. Exhibit Hall Refreshment Break

2:30 – 3:00 p.m. Exhibit Hall Refreshment Break

6:00 – 7:00 p.m. Opening Reception with Exhibitors and Poster Presenters

## MONDAY, 28 APRIL

9:15 a.m. – 5:30 p.m. Exhibit Hall Open

9:15 – 9:45 a.m. Exhibit Hall Refreshment Break

2:30 – 3:00 p.m. Exhibit Hall Refreshment Break

4:30 – 5:30 p.m. Exhibit Hall Reception & Poster Reception

## TUESDAY, 29 APRIL

9:30 a.m. – 3:00 p.m. Exhibit Hall Open

9:30 – 10:00 a.m. Exhibit Hall Refreshment Break

2:30 – 3:00 p.m. Exhibit Hall Refreshment Break

3:15 p.m. – 9:00 p.m. Exhibit Hall/Booth Dismantle

## WEDNESDAY, 30 APRIL

7:00 a.m. – 12:00 p.m. Exhibit Hall/ Booth Dismantle





# Housing Details

## Reservations

ISHLT has contracted guest room blocks at several hotels within walking distance of the John B. Hynes Veterans Memorial Convention Center. You will find hotel descriptions and rates on the **ISHLT2025 website**.

You must make your hotel reservations via the reservation link provided on the website, which will be available by November. Rooms will be available at the ISHLT rate through 27 March, 2025, subject to availability. Beginning 28 March, all unreserved rooms will be released back to the hotels for public sale.

**NOTE:** The ISHLT website is the only place to book your housing for the ISHLT 2025 Annual Meeting & Scientific Sessions. Contact by any company soliciting as the “official” ISHLT housing company, offering special non-refundable rates at ISHLT conference hotels, and requesting credit card information should be considered a scam. All exhibitors should be aware that no one from ISHLT or ConferenceDirect solicits directly by telephone for hotel bookings or special discounts. ConferenceDirect is the official housing company of the ISHLT 2025 Annual Meeting & Scientific Sessions.

## Corporate Group Hotel Reservations

Corporate group blocks may be made by exhibiting companies only. Any request for 10 or more rooms must be submitted in writing to ISHLT Meetings and Industry Partnerships Manager Lisa Collins at [lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org) and approved by ISHLT.

Upon approval, a sub-block contract with ISHLT will be required for group reservations of 10 or more rooms. All subsequent contract communications regarding the sub-block contract will be managed by ConferenceDirect on behalf of ISHLT and the group organizer.



# Key Dates

## NOVEMBER 2024

- Deadline to submit exhibitor application.
- Official hotel booking opens to exhibitors.

## DECEMBER 2024

- Initial booth assignments made by ISHLT via email to contact listed on application.
- Registration opens to exhibitors.

## JANUARY 2025

- Exhibitor Information and Services Manual provided by Freeman.

## 14 FEBRUARY, 2025

### Deadline to submit:

- Booth floor plans and specifications to ISHLT and Freeman for approval for 20' x 20' booths or larger.
- Submit for approval to Lisa Collins at [lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org).

## 27 MARCH, 2025

### Deadline to submit:

- Freeman service orders discount.
- Certificate of Insurance.
- Notification of use of Exhibitor Appointed Contractor and the **EAC form**.
- Request for **Exhibition Giveaway/ Catering Approval Form**.



# ISHLT2025

45<sup>th</sup> Annual Meeting & Scientific Sessions

[ishlt.org/ishlt2025](https://ishlt.org/ishlt2025)

#ISHLT2025

Annual Meeting  
Support Application  
and payment due  
Friday, 7  
February, 2025.

## Support the ISHLT

ISHLT's Annual Meetings are attended by the world's premier specialists in treating advanced heart and lung disease. Participation is organized around the care team, ISHLT's unique interdisciplinary focus.

**The Annual Meeting is your opportunity to connect with medical professionals from the global transplant community.**



## Secure Commercial Support!

GET STARTED

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45<sup>th</sup> Annual Meeting & Scientific Sessions

27 April - 30 April | Boston, MA USA



# MEETING SUPPORT

## Relationship and Thought Leadership Opportunities

### Hosting a Corporate Event

A Corporate Event is any activity (staff meeting, sales meeting, press conference, symposium, seminar, workshop, dinner, reception, investigator meeting, advisory board meeting, marketing event, etc.) funded, organized, or offered by any for-profit commercial organization and held in the Boston area from Friday, 25 April through Wednesday, 30 April, 2025.

Companies who wish to conduct a Corporate Event must comply with the **Corporate Event Policies** on Page 22 and submit a **Corporate Event Application Form** for approval.

Events for healthcare professionals (HCPs) approved by ISHLT prior to Monday, 3 March, 2025 may be included in the Mobile App. To have your event included in the Mobile App you must submit your request in writing to Lisa Collins no later than Monday, 3 March, 2025.

## Industry Symposium (Fourteen (14) one-hour sessions available)

### One-hour, In-Person, Non-CME Session | \$35,000 USD (14 opportunities)

All rooms available will accommodate between 300 - 500 attendees

*\*Maximum number of attendees will vary depending upon meeting room available*

Provide meeting delegates with information about current therapies and products in an hour-long, non-CME session. Your sessions will take place in ISHLT concurrent session meeting rooms which will be preset and accommodate between 300 - 500 attendees in theater style.

#### SUPPORT INCLUDES:

- Session to take place in ISHLT concurrent session meeting rooms.
- Theater style room set (chairs only) with standard Audio/Visual equipment.
- Promotion on the ISHLT2025 mobile app.
- Signage outside the session room.

#### LOGISTICAL DETAILS:

- Session cannot exceed the one-hour time period that has been assigned.
  - Any session that exceeds the one-hour time period assigned may be penalized at future ISHLT meetings by the inability to host an industry symposium and/or inability to exhibit.
- Room set: theater style (chairs only), riser, head table for 4-6 people, standing podium
  - **NOTE: Room sets cannot be changed.**
- Audio/Visual (AV) includes; 1 podium microphone, 1 lavalier microphone, 2-3 head table microphones, 1-2 aisle microphones, 1-2 LCD projectors, 1-2 screens, sound system, 1 laser pointer, dedicated AV technician, and laptop (presentations must be submitted to Orchestrate presentation management system prior to the session).



- **The supporting company is responsible for securing and associated costs for:**
  - Additional AV needs including recording of session.
  - Food and beverage: only box lunches and beverages are permitted.
  - All print or digital invitations, brochures, flyers, signs, etc. must be approved by ISHLT and include the following easily readable text, placed prominently: ***"This is an independent non-CME event and is not an official part of the ISHLT Annual Meeting & Scientific Sessions."***
  - Additional cleaning fees imposed by the John B. Hynes Veterans Memorial Convention Center for food & beverage and trash removal in the meeting room.

## INDUSTRY SYMPOSIA SCHEDULE:

### Sunday, 27 April

11:45 a.m. – 12:45 p.m. Six (6) one-hour sessions available – held concurrently

### Monday, 28 April

11:45 a.m. – 12:45 p.m. Four (4) one-hour sessions available – held concurrently

### Tuesday, 29 April

11:45 a.m. – 12:45 p.m. Four (4) one-hour sessions available – held concurrently

*\*Note: times and number of sessions may be subject to change based on ISHLT meeting schedule*

Companies who wish to conduct an Industry Symposium Session must comply with the Industry Symposium Session Policies found on page 26 and submit an **Industry Symposium Session Application** for approval. **Event applications are due no later than Friday, 7 February, 2025.**

- Session times will be assigned by ISHLT and may not conflict with ISHLT CME programming.
- Industry Symposia will be held concurrently during each session hour.
- ISHLT cannot guarantee that your symposium time will not be held concurrently with industry competitors.
- Any materials distributed during industry symposium sessions by the supporting organization must be removed from the room at the conclusion of the session. This includes brochures, give away items or anything containing information about the supporting organization, the session, and all logo items. The supporting organization agrees to return the room in the condition that it was provided prior to the start of their session. Failure to do so will result in cleaning fees and/or the inability to host an industry symposium at future ISHLT meetings.





## Business Office in the Exhibit Hall

**\$15,000 USD** per office for all 3 days (Seven (7) available)

Need a little extra room? Additional conference space outside of your booth is available for meetings, staff workspace, or storage. A limited number of 6m x 3m offices built in the exhibit hall are available.

### SUPPORT INCLUDES:

- Office space with four walls and a lockable door. Offices do not have a ceiling and are not soundproof.
- Offices do not include carpet, furniture, AV equipment, food and beverage, etc.
- Space can be augmented with carpet, furniture, AV equipment, food and beverage, etc. The supporting company is responsible for securing and associated costs for any of these items as well as additional cleaning, if required.
- Available daily during exhibit hours (hours subject to change):
  - Sunday, 27 April | 9:30 a.m. – 7:00 p.m.
  - Monday, 28 April | 9:15 a.m. – 5:30 p.m.
  - Tuesday, 29 April | 9:30 a.m. – 3:00 p.m.
- Your office may be accessed by both booth personnel and registered attendees.
- Meetings with healthcare professionals are limited to a maximum of five at a time.

## Private Office (John B. Hynes Veterans Memorial Convention Center)

**\$8,000 USD** per office, per day (Four (4) available for 3 days)

Completely private conference space is available for meetings or private offices at the John B. Hynes Veterans Memorial Convention Center.

### SUPPORT INCLUDES:

- Only company name (no logos) will be featured on ISHLT-provided signage outside the meeting room.
- Available daily during meeting hours from Sunday-Tuesday.
- Rooms will be set conference style for 15-20 people.
- Space can be augmented with additional furniture, AV equipment, food and beverage, etc. The supporting company is responsible for securing and associated costs for any of these items as well as additional cleaning, if required.
- Meetings with healthcare professionals are limited to a maximum of five at a time.

## Secure Commercial Support!

GET STARTED



## Private Office (Sheraton Boston Hotel)

**\$8,000 USD** per office, per day (Four (4) available for 3 days)

Completely private conference space is available for meetings or private offices at the Sheraton Boston Hotel.

### SUPPORT INCLUDES:

- Only company name (no logos) will be featured on ISHLT-provided signage outside the meeting room.
- Available daily during meeting hours from Sunday-Tuesday.
- Rooms will be set conference style for 15-20 people.
- Space can be augmented with additional furniture, AV equipment, food and beverage, etc. The supporting company is responsible for securing and associated costs for any of these items as well as additional cleaning, if required.
- Meetings with healthcare professionals are limited to a maximum of five at a time.

EXCLUSIVE

## Opening Reception in Exhibit Hall on Sunday

**\$80,000 USD**

Be the host supporter at the Opening Reception, which brings together all attendees in the exhibit hall for an hour of networking, reconnecting, and interacting.

### SUPPORT INCLUDES:

- Logo branding inside and outside the exhibit hall displayed during the reception (provided by ISHLT).
- ISHLT will be responsible for ordering food and beverage (heavy hors d'oeuvres/stations and hosted beer and wine bar).
- At your company's expense, you may provide plates, cups, and napkins with your company name, booth number, and logo only. ISHLT must approve artwork prior to production.
- Promotion in mobile app and other promotional messaging as determined by ISHLT.



EXCLUSIVE

## First-time Attendee Orientation and Welcome Breakfast on Sunday

**\$30,000 USD**

Be the first to welcome those new to the ISHLT community by supporting this networking event, which will include a review of the meeting program and meeting highlights by ISHLT president and program committee members.

### SUPPORT INCLUDES:

- Opportunity to briefly address the group.
- Branding with supporter logo displayed during the breakfast.
- Promotion in mobile app and other promotional messaging as determined by ISHLT.



EXCLUSIVE

## Early Career Reception

**\$45,000 USD**

Help welcome trainees and junior faculty by supporting this networking reception especially for them. In addition to trainees and junior faculty, a number of ISHLT leaders will be invited to the event.

### SUPPORT INCLUDES:

- Opportunity to briefly address the group.
- Signage with supporter logo displayed during the reception.
- Promotion in mobile app and other promotional messaging as determined by ISHLT.

## 5K Fun Run/2 Mile Walk

NEW



**\$50,000 USD**

Demonstrate your commitment to wellness by hosting the ISHLT Fun Run/Walk event in Boston. Your brand will be associated with a fun, healthy activity to start the day while connecting with the ISHLT community.

### ISHLT RESPONSIBILITIES:

- Select Fun Run/Walk date and time.
- Registration to participate will be part of the ISHLT2025 Annual Meeting registration process/system.
- Select marketing as determined by the ISHLT Director, Marketing & Communications.
- Select signage on site as determined by ISHLT staff.
- Review and approve any material that will be distributed.

### SUPPORTING ORGANIZATION RESPONSIBILITIES:

- All sourcing and contracting of the vendor to host the Fun Run/Walk.
- Location for the Fun Run/Walk — must be approved by ISHLT.
- Coverage and cost for additional insurance to cover the event, as required.
- Payment for all costs and fees associated with hosting the Fun Run to the selected vendor.
  - These payments will be made directly by company to the vendor, selected by supporting organization.
  - The \$50,000 support fee will be paid to ISHLT to host this event.
  - Transportation and costs associated with it, between Fun Run/Walk location and hotels and/or Hynes Convention Center. (Note: if location is too far from hotels and/or the Hynes Convention Center, sponsoring organization will be required to provide and pay for transportation).
- The vendor you select must provide support in the following areas:
  - Run/walk route.
  - Any permits or additional needs as required by the City of Boston to host this event.
  - Participant waivers of liability.
    - This waiver must be reviewed and approved by ISHLT and supporting organization.
  - Production of Race Bibs to distinguish runners/walkers as well as providing Race Bibs to runners/walkers.
  - Water and snacks (ie. bananas, protein bars) before, during and after the run.
  - Any directional signage needed for the course.
  - Staffing for the entirety of the race, including but not limited to:

**ISHLT2025**

45<sup>th</sup> Annual Meeting & Scientific Sessions

27 April - 30 April | Boston, MA USA



- Staff to handout and collect waivers. As well as ensuring each participant has turned in a signed waiver prior to the start of the race.
  - Staff to support distribution of bibs, any additional collateral that should be distributed (maps), food and beverage.
  - Staff to mark and assist runners throughout the course.
- Prizes for top runners/walkers – if you choose, but not required.
- Provide a t-shirt for participants if you choose, but not required.

EXCLUSIVE

## Coffee & Connections: Exhibit Hall Charging Lounge **NEW**

**\$40,000 USD** available for (3) three days.

**Keep attendees at full power!** This support opportunity includes lounge seating with charging tables that charge devices quickly, with seating for networking.

**NOTE:** Lounge location will be next to exhibit hall entrance.

### SPECIFICATIONS AND SUPPORT INCLUDES:

- Coffee station will be placed in close proximity to charging lounge.
- Lounge seating area with charging tables.
- Company may provide additional food and beverage if they at their own cost (no alcohol).
- Additional items needed are the responsibility of the supporting company, including charging cables and USB plugs.
  - Supporting company can customize these cables and plugs with brand specific information including logo.
  - Specific cable and plug types information will be provided by ISHLT.
  - Design must be approved by ISHLT by **Wednesday, 15 February, 2025.**

EXCLUSIVE

## Coffee & Connections: Poster Hall Charging Lounge **NEW**

**\$40,000 USD** available for (3) three days.

**Keep attendees at full power!** This support opportunity includes lounge seating with charging tables that charge devices quickly, with seating for networking.

**NOTE:** Lounge location will be next to poster hall entrance.

### SPECIFICATIONS AND SUPPORT INCLUDES:

- Coffee station will be placed near the charging lounge.
- Lounge seating area with charging tables.
- Company may provide additional food and beverage if they at their own cost (no alcohol).
- Additional items needed are the responsibility of the supporting company, including charging cables and USB plugs.
  - Supporting company can customize these cables and plugs with brand specific information including logo.
  - Specific cable and plug types information will be provided by ISHLT.
  - Design must be approved by ISHLT by **Wednesday, 15 February, 2025.**

**ISHLT2025**

45<sup>th</sup> Annual Meeting & Scientific Sessions

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# MARKETING AND ADVERTISING OPPORTUNITIES

## Pre-Event Media

Your message delivered to attendee's inboxes at key times. One exclusive support opportunity for each.

EXCLUSIVE

### "Invite a Friend" Broadcast Email

**\$5,000 USD**

An email to registered attendees sent **Wednesday, 12 March, 2025**, encouraging attendees to invite a friend to attend ISHLT2025.

#### SPECIFICATIONS AND SUPPORT INCLUDES:

- A banner ad at the bottom of the email.
- Banner ad specifications: 600 pixels wide X 150 pixels high / 90 PPI in PNG or JPEG format.
- **Banner ad due: Thursday, 13 February, 2025.**

EXCLUSIVE

### "Know Before You Go" Broadcast Email

**\$15,000 USD**

An email to registered attendees sent **Wednesday, 23 April, 2025**, with final details regarding ISHLT2025.

#### SPECIFICATIONS AND SUPPORT INCLUDES:

- A banner ad at the bottom of the email.
- Banner ad specifications: 600 pixels wide X 150 pixels high / 90 PPI in PNG or JPEG format.
- **Banner ad due: Monday, 10 March, 2025.**

EXCLUSIVE

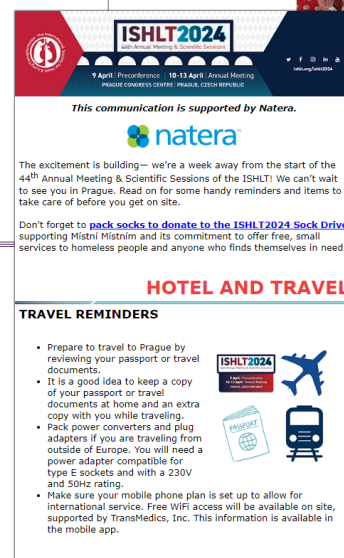
### "Event is Tomorrow" Broadcast Email

**\$10,000 USD**

An email to registered attendees sent **Saturday, 26 April, 2025**, with a final reminder and details regarding ISHLT2025.

#### SPECIFICATIONS AND SUPPORT INCLUDES:

- A banner ad at the bottom of the email.
- Banner ad specifications: 600 pixels wide X 150 pixels high / 90 PPI in PNG or JPEG format.
- **Banner ad due: Monday, 10 March, 2025.**



**ISHLT2025**

45th Annual Meeting & Scientific Sessions

27 April - 30 April | Boston, MA USA

EXCLUSIVE

## Daily Conference Newsletter Broadcast Email

**\$25,000 USD** for all four (4) issues

Distributed to all attendees via email. Your banner in this newsletter prominently positions your company's message every day of the meeting.

### SPECIFICATIONS AND SUPPORT INCLUDES:

- Single advertiser gets a banner ad at the bottom of the email.
- Banner ad specifications: 600 pixels wide X 150 pixels high / 90 PPI in PNG or JPEG format.
- You may provide a different banner for each day of the conference, as long as all are turned in by the due date and it's clear which day each banner should be displayed.
- You may suggest a URL you wish the banner to link to. ISHLT reserves the right to determine which URLs are appropriate given CME and conflict of interest limitations for the meeting. Banner ads due: **Monday, 10 March, 2025.**

## Broadcast Email

**\$10,000 USD**, each (Three (3) opportunities available)

Includes one email blast sent by ISHLT to all pre-registrants of the ISHLT Annual Meeting who have opted in to receive information from ISHLT supporters regarding their products, programs and services. Perfect for notifying ISHLT delegates in advance of the products you will be displaying or about corporate events/industry theaters you will be conducting.

- Your target send date must be agreed upon with ISHLT staff by no later than **3 February, 2025**. ISHLT reserves the right to review and approve your email or to select a different send date for your email.
- Fully coded HTML email content must be received by ISHLT 21 days in advance of your target send date.
- No broadcast emails may be sent after 16 April, 2025.
- Event announcement and/or event invitations must include the following text placed prominently and printed in a size large enough to be easily read:

***"This is an independent non-CME Event/Product and is not an official part of the ISHLT Annual Meeting & Scientific Sessions."***

EXCLUSIVE

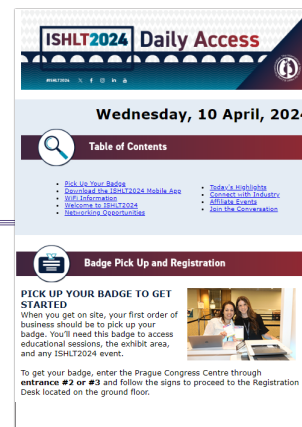
## Advertise on the ISHLT2025 Annual Meeting Home Page

**\$8,000 USD** for four (4) months

Add your message on the ISHLT2025 home page, a frequent stop for our members with more than 55,000 views during a meeting cycle. Ad space in a prominent location is available on the ISHLT2025 home page and can be linked directly to your organization's website.

### AD SPECIFICATIONS:

- Upper Right Box, next to announcements (366 pixels wide x 416 pixels high)
- Format must be JPG, JPEG, PNG, or GIF and at least 90 DPI.
- Maximum file size is 10 MB.



**ISHLT2025**

45th Annual Meeting & Scientific Sessions

27 April - 30 April | Boston, MA USA



# BRANDING OPPORTUNITIES

EXCLUSIVE

## Mobile Meeting App

**\$40,000 USD**

Put your company's message right in ISHLT2025 attendees' hands with your exclusive support of the ISHLT Annual Meeting mobile app. Consistently rated a favorite by users (translating into over 107,000 splash page views per event!), the mobile app is the go-to resource guide for meeting attendees.

**Artwork due: Wednesday, 12 February, 2025**

### SPECIFICATIONS AND SUPPORT INCLUDES:

- 1000x1000px Branded splash page (artwork provided by supporter and approved by ISHLT).
- 600x100px Banner ad inside the app, linkable to company website (artwork provided by supporter and approved by ISHLT).
- Supporter branding and recognition on-site.



EXCLUSIVE

## WiFi Access for Attendees

**\$40,000 USD**

Help ISHLT2025 attendees stay connected while away from home. Your support will provide wireless internet access throughout the meeting space.

**Artwork due: Wednesday, 12 February, 2025**

### SUPPORT INCLUDES:

- Customizable SSID and password, subject to convention center rules.
- Splash page displayed on WiFi sign-in with your company logo and a URL redirect.
- Supporter branding and recognition on-site.

EXCLUSIVE

## Badge Lanyards

**\$30,000 USD**

Badge lanyards are a great option for exposure to every attendee. Add your company name (no logos) and it will go everywhere they go.

### SUPPORT INCLUDES:

- Lanyard can include company name (no logos).
- Supporting company responsible for ordering, shipping, and cost of lanyards, but must work with ISHLT staff to ensure the correct lanyard type is ordered.
- Supporting company must submit a proof of lanyard type and design to ISHLT staff by **Monday, 3 February, 2025.**
- Lanyards must be delivered by **Wednesday, 12 February, 2025.**



EXCLUSIVE

## Hotel Keycards

**\$50,000 USD**

Don't miss the opportunity to feature your brand every time attendees access their hotel rooms. Add your company name (no logos) and attendees will remember you every time they use their room keycard.

### SUPPORT INCLUDES:

- Company name (no logos).
- Company name on one side only; ISHLT meeting branding will be on reverse side of card.
- Supporting company must submit a proof and design to ISHLT staff by **Wednesday, 12 February, 2025**.

EXCLUSIVE

## Exhibit Hall Entrance Floorplan with Company Branding **NEW**

**\$25,000 USD**

Your logo and booth number will be front and center as attendees enter the hall. This giant floor decal/cling featuring the exhibit hall floorplan will help attendees navigate their way through the hall.

### SUPPORT INCLUDES:

- Company logo and booth number placed prominently on floor decal/cling.
- ISHLT will arrange to have floor decal/cling produced and installed.
- Supporting company must submit graphics by **Wednesday, 12 February, 2025**. ISHLT will provide specifications.

EXCLUSIVE

## Poster Hall Entrance Floorplan with Company Branding **NEW**

**\$25,000 USD**

Your logo and booth number will be front and center as attendees view the poster hall floorplan, identifying poster numbers and primary practice area on a large floor decal/cling, helping attendees navigate through the poster sessions.

### SUPPORT INCLUDES:

- Company logo and booth number placed prominently on floor decal/cling.
- ISHLT will arrange to have floor decal/cling produced and installed.
- Supporting company must submit graphics by **Wednesday, 12 February, 2025**. ISHLT will provide specifications.

## Poster Hall Rapid Fire Forum Presentation Theater **NEW**

**\$40,000 USD each, three (3) days available**

Your logo will appear on the screen and signage around the presentation theater, located in the center of the poster hall. This new poster session format will showcase the highest scoring posters, giving presenters the opportunity to address attendees in a rapid fire 5-minute presentation format.

### SUPPORT INCLUDES:

- Company logo, placed prominently on the session screen and signage around the theater area.
- ISHLT will arrange to have signage produced and installed.
- Promotion in mobile app and other promotional messaging as determined by ISHLT.
- Supporting company must submit graphics by **Wednesday, 12 February, 2025**. ISHLT will provide specifications.

**ISHLT2025**

45<sup>th</sup> Annual Meeting & Scientific Sessions

27 April - 30 April | Boston, MA USA

# Support Levels

Your support level will be based on your **total investment in ISHLT2025 Annual Meeting support items only**. Year-Round support opportunities and ISHLT Foundation donations are not included in the determination of this support level. Your recognition will be based on support level achieved by 1 March, 2025.

Level	Support Benefits
<b>PINNACLE</b> <b>Total Investment:</b> <b>\$150,000+ USD</b>	<ul style="list-style-type: none"> <li>➤ Recognition in conference materials as Pinnacle Level Supporter.</li> <li>➤ Exclusive recognition banners or wall clings, to be determined by ISHLT based on convention center rules and regulations.</li> <li>➤ Company logo and recognition as Pinnacle Level Supporter on ISHLT2025 web page.</li> <li>➤ Recognition in promotional emails and in ISHLTaccess.</li> <li>➤ Recognition during opening remarks.</li> <li>➤ Six (6) complimentary full scientific session registrations.</li> <li>➤ Social media recognition (up to 3 times).</li> </ul>
<b>PREMIER</b> <b>Total Investment:</b> <b>\$75,000 USD –</b> <b>\$149,999 USD</b>	<ul style="list-style-type: none"> <li>➤ Recognition in conference materials as Premier Level Supporter.</li> <li>➤ Company logo and recognition as Premier Level Supporter on ISHLT2025 web page.</li> <li>➤ Recognition in promotional emails and in ISHLTaccess.</li> <li>➤ Recognition during opening remarks.</li> <li>➤ Four (4) complimentary full scientific session registrations.</li> <li>➤ Social media recognition (up to 2 times).</li> </ul>
<b>PARTNER</b> <b>Total Investment:</b> <b>\$35,000 USD –</b> <b>\$74,999 USD</b>	<ul style="list-style-type: none"> <li>➤ Recognition in conference materials as Partner Level Supporter.</li> <li>➤ Company logo and recognition as Partner Level Supporter on ISHLT2025 web page.</li> <li>➤ Recognition in promotional emails and in ISHLTaccess.</li> <li>➤ Recognition during opening remarks.</li> <li>➤ Two (2) complimentary full scientific session registrations.</li> <li>➤ Social media recognition (once).</li> </ul>
<b>FRIEND</b> <b>Total Investment:</b> <b>\$15,000 USD –</b> <b>\$34,999 USD</b>	<ul style="list-style-type: none"> <li>➤ Recognition in conference materials as Friend Level Supporter.</li> <li>➤ Company logo and recognition as Friend Level Supporter on ISHLT2025 web page.</li> </ul>

## SUPPORT QUESTIONS?

Have questions about becoming an event supporter? Let us know:

Lisa Collins, ISHLT Meetings and Industry Partnerships Manager

[lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org)





# Corporate Events Policies and Pricing

## Corporate Event

A Corporate Event is any activity (staff meeting, sales meeting, press conference, symposium, seminar, workshop, dinner, reception, investigator meeting, advisory board meeting, marketing event, etc.) funded, organized, or offered by any for-profit commercial organization and held in the Boston area from Friday, 25 April through Wednesday, 30 April, 2025.

Companies who wish to conduct a Corporate Event must comply with these Corporate Event Policies and submit a **Corporate Event Application** and \$200 USD non-refundable deposit for approval, which will be applied to your corporate event fee. **Events for healthcare professionals (HCPs) approved by ISHLT prior to Friday, 7 February, 2025 will be included in the Mobile App.**

Upon approval by ISHLT, companies may contact the event venue of their choice to make arrangements. All space rental, room set, AV, food and beverage, publicity, production, cleaning (including additional cleaning protocol based on health guidelines), and other costs associated with Corporate Events are the responsibility of the company.

Should a Corporate Event take place without advance approval from ISHLT or held during the restricted times, the supporting organization and the organizer of the event will be prohibited from conducting a Corporate Event at the following year's meeting and may be prohibited from exhibiting at future ISHLT meetings.



## Event pricing

The fees below apply to any event, regardless of location, including off-site venues.  
All pricing is in US Dollars.

Corporate Events will include a \$200 USD non-refundable application fee per event, which will be applied to your total corporate event fee. If the Corporate Event is cancelled or you choose not to move forward, the \$200 USD application fee is non-refundable and cannot be applied to other support items.

## Class A Event

Includes events up to 4 hours in length with **only company employees attending**. Restricted times do not apply.

Price includes meeting space, if available, for up to 4 hours at the John B. Hynes Veterans Memorial Convention Center. There is no fee for Class A events held at venues other than the John B. Hynes Veterans Memorial Convention Center and application for such events is not required.

### Fee through 27 March

1-25 Attendees	26-50 Attendees	51-100 Attendees	101+ Attendees
<b>\$1,000</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$4,000</b>

### Fee on or after 28 March

1-25 Attendees	26-50 Attendees	51-100 Attendees	101+ Attendees
<b>\$2,000</b>	<b>\$3,000</b>	<b>\$4,000</b>	<b>\$5,000</b>

## Class B Event

Includes **all events with healthcare professionals (HCPs) in attendance**, whether held at the John B. Hynes Veterans Memorial Convention Center or off-site in a hotel, private restaurant dining room or other venue.

### Fee through 27 March

1-25 Attendees	26-50 Attendees	51-100 Attendees	101-200 Attendees	201+ Attendees
<b>\$1,500</b>	<b>\$3,500</b>	<b>\$7,500</b>	<b>\$15,000</b>	<b>\$30,000</b>

### Fee on or after 28 March

1-25 Attendees	26-50 Attendees	51-100 Attendees	101-200 Attendees	201+ Attendees
<b>\$6,500</b>	<b>\$8,500</b>	<b>\$13,500</b>	<b>\$25,000</b>	<b>\$40,000</b>

\* Attendees = Total number of Healthcare professionals and supporting organization's participants.

## Secure Commercial Support!

GET STARTED



## Guidelines for the presentation of scientific data and cases

Participants in the ISHLT annual meeting agree and confirm that studies involving human subjects adhere to the principles of the **Declaration of Helsinki** of the World Medical Association, adhere to the principles of the **ISHLT Statement on Transplant Ethics**, and meet the informed consent requirements of the institution and country in which the study was performed.

## Scheduling

- Class B Corporate Events may not be conducted during the restricted times listed below and cannot conflict with ISHLT programming.
- Events are limited to 2 hours, unless approved by ISHLT in advance.
- Additional feeds will be applied for events exceeding 2 hours (based on ISHLT approval).
- ISHLT cannot guarantee that corporate events targeted to the same audience will not be scheduled simultaneously.

### Restricted Dates and Times for Class B Corporate Events with Healthcare Providers (United States Eastern Time) *Times subject to change.*

<b>Sunday, 27 April</b>	8:00 – 11:15 a.m. 1:15 – 7:00 p.m.
<b>Monday, 28 April</b>	8:00 – 11:15 a.m. 1:15 – 7:00 p.m.
<b>Tuesday, 29 April</b>	8:15 – 11:15 a.m. 1:15 – 7:00 p.m.
<b>Wednesday, 30 April</b>	8:00 a.m. – 2:15 p.m.

## Event Invitations/Announcements

- All invitations, broadcast emails, brochures, flyers, and other materials about Corporate Events where healthcare professionals are invited must carry the following text placed prominently and printed in a size large enough to be easily read: **“This is an independent non-CME event and is not an official part of the ISHLT Annual Meeting & Scientific Sessions.”**
- All such materials must be approved by ISHLT in advance.
- Materials may not be distributed anywhere at the ISHLT meeting venue other than from the exhibitor's booth or via door drops.





## Signage

Placement of promotional signs in the ISHLT meeting venue for Class B Corporate Events is permitted, subject to the following restrictions and those imposed by the venue:

- No more than 5 promotional signs may be placed in the public spaces of the meeting venue, including directional signs.
- For evening events, signs may be placed no earlier than 3:00 p.m. on the day of the event.
- For morning events, signs may be placed no earlier than 3:00 p.m. on the day prior to the event.
- Final determination regarding timing and placement of all signs is at the discretion of ISHLT and the venue.
- Signs are not permitted inside or outside any rooms where ISHLT Scientific Sessions are being conducted.
- Signs may not block any other signage.
- Signs must be professionally printed and no larger than 40" wide X 90" tall.
- All signs regarding Corporate Events where healthcare professionals are invited must carry the following text placed prominently and printed in a size large enough to be easily read:  
**"This is an independent non-CME event and is not an official part of the ISHLT Annual Meeting & Scientific Sessions."**
- Sign content must be limited to ISHLT approved corporate events and industry symposia and may not include information about any ISHLT scientific sessions or presentations.
- Cost for production of signs, including easel rental, are the responsibility of the Corporate Event supporter.
- Signs that do not adhere to these policies will be removed and disposed of by ISHLT.

## LEARN MORE

ISHLT invited ideas and suggestions to enhance our members' and attendees' experience. Contact **Lisa Collins**, *Meetings and Industry Partnerships Manager*, at [lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org) to create a custom support package that will meet your objectives.



## Secure Commercial Support!

GET STARTED



# Industry Symposium Session Policies

An Industry Symposium Session is any hour-long, non-CME session providing information on current therapies and products.

## Guidelines for the presentation of scientific data and cases

Participants in the ISHLT annual meeting agree and confirm that studies involving human subjects adhere to the principles of the **Declaration of Helsinki** of the World Medical Association, adhere to the principles of the **ISHLT Statement on Transplant Ethics**, and meet the informed consent requirements of the institution and country in which the study was performed.

**Application and Payment due no later than 7 February, 2025.**

## One-hour, In-Person, Non-CME Session

**\$35,000 USD** (14 opportunities)

*All rooms available will accommodate between 300-500 attendees*

*\*Maximum number of attendees will vary depending upon meeting room available*

### SUPPORT INCLUDES:

- Session to take place in ISHLT concurrent session meeting rooms
- Theater style room set (chairs only) with standard Audio/Visual equipment
- Promotion on the ISHLT2025 mobile app
- Signage outside the session room

### LOGISTICAL DETAILS:

- Session cannot exceed the one-hour time period that has been assigned.
  - Any session that exceeds the one-hour time period assigned may be penalized at future ISHLT meetings by the inability to host an industry symposium and/or inability to exhibit.
- Room set: theater style (chairs only), riser, head table for 4-6 people, standing podium
  - **NOTE: Room sets cannot be changed.**
- Audio/Visual (AV) includes; 1 podium microphone, 1 lavalier microphone, 2-3 head table microphones, 1-2 aisle microphones, 1-2 LCD projectors, 1-2 screens, sound system, 1 laser pointer, dedicated AV technician, and laptop (presentations must be submitted to Orchestrate presentation management system prior to the session).
- The supporting company is responsible for securing and associated costs for:
  - Additional AV needs including recording of session.
  - Food and beverage: only box lunches and beverages are permitted
- Additional cleaning fees imposed by the John B. Hynes Veterans Memorial Convention Center for food & beverage and trash removal in the meeting room.

## EVENT INVITATIONS/ ANNOUNCEMENTS / PUBLICATION OF EVENT

All print or digital invitations, brochures, flyers, signs, etc. must be approved by ISHLT and include the following easily readable text, placed prominently: ***“This is an independent non-CME event and is not an official part of the ISHLT Annual Meeting & Scientific Sessions.”***

## INDUSTRY SYMPOSIA SCHEDULE:

### Sunday, 27 April

11:45 a.m. – 12:45 p.m. Six (6) one-hour sessions available – held concurrently

### Monday, 28 April

11:45 a.m. – 12:45 p.m. Four (4) one-hour sessions available – held concurrently

### Tuesday, 29 April

11:45 a.m. – 12:45 p.m. Four (4) one-hour sessions available – held concurrently

*\*Note: times and number of sessions may be subject to change based on ISHLT meeting schedule*

Companies who wish to conduct an Industry Symposium Session must comply with the Industry Symposium Session Policies found on page 26 and submit an **Industry Symposium Session Application** for approval. **Event applications are due no later than Friday, 7 February, 2025.**

- Session times will be assigned by ISHLT and may not conflict with ISHLT CME programming.
- Industry Symposia will be held concurrently during each session hour.
- ISHLT cannot guarantee that your symposium time will not be held concurrently with industry competitors.
- Any materials distributed during industry symposium sessions by the supporting organization must be removed from the room at the conclusion of the session. This includes brochures, give away items or anything containing information about the supporting organization, the session, and all logo items. The supporting organization agrees to return the room in the condition that it was provided prior to the start of their session. Failure to do so will result in cleaning fees and/or the inability to host an industry symposium at future ISHLT meetings.





## Commercial Support Terms and Conditions

### Eligibility

Supporters and exhibitors are limited to companies representing products or services which are, in the opinion of ISHLT, related to the field of advanced heart and lung failure and of professional interest/benefit to the meeting attendees. ISHLT reserves the sole authority to control all aspects of the ISHLT Annual Meeting & Scientific Sessions, and any ISHLT event, and to determine the eligibility of any company and/or its product(s). ISHLT reserves the right to refuse applications from companies not meeting standard requirements or expectations.

### Use of ISHLT Annual Meeting & Scientific Sessions Content

Information presented during the ISHLT Annual Meeting & Scientific Sessions is the property of ISHLT and the presenter. Information may not be recorded, copied, transferred to electronic format, reproduced, or distributed without the written permission of ISHLT and the presenter. Any use of the program content that includes, but is not limited to, live or recorded presentations, audiovisual materials used by speakers without the written consent of ISHLT is prohibited.

### Use of ISHLT Name, Logos and/or Acronyms

The names, logos and acronyms of the International Society for Heart and Lung Transplantation are proprietary marks. Use of the names, in any fashion, by any entity, for any purpose, is expressly prohibited without the written permission of ISHLT.

### Assignment of Rights

Supporter/exhibitor grants ISHLT the right to use supporter's/exhibitor's name and logo in connection with the promotion and production of the ISHLT Annual Meeting & Scientific Sessions.

### Intellectual Property

Supporter/exhibitor represents and warrants to ISHLT that no materials used in or in connection with its Industry Symposium, Corporate Event and/or demonstration material, including handouts, videos, and PowerPoint presentations infringe upon the trademarks, copyrights, or other intellectual property rights of any third party. The supporter/exhibitor agrees to immediately notify ISHLT of any information of which the supporter/ exhibitor becomes aware regarding actual or alleged infringement of any third party's trademarks, copyrights, or other intellectual property rights. The supporter/exhibitor agrees to indemnify, defend, and hold ISHLT and its agents, employees and successors harmless from and against all losses, damages and costs (including reasonable attorneys' fees) arising out of or related to claims of infringement by the supporter/exhibitor of the trademarks, copyrights and other intellectual property rights of any third party. Notwithstanding the foregoing, ISHLT shall not be liable and expressly disclaims all liability for infringement or

alleged infringement of the trademarks, copyrights, or other intellectual property of any third party arising out of the actions of a supporter/exhibitor.

### Liability

Each supporter/exhibitor agrees to protect, save and keep the International Society for Heart and Lung Transplantation, Freeman, the John B. Hynes Veterans Memorial Convention Center, Sheraton Boston Hotel, RD Mobile, and their respective employees, representatives, agents, successors and assigns forever harmless from any and all loss, cost, damages, liability, expense, lost profits or other indirect, incidental, consequential or exemplary damages for any of their acts, omissions or insufficient participation in connection with the ISHLT Annual Meeting & Scientific Sessions. ISHLT is not liable for any errors in any listing or descriptions or for omitting supporter/exhibitor from the ISHLT Annual Meeting & Scientific Sessions.

ISHLT will take reasonable measures to ensure the ISHLT Annual Meeting & Scientific Sessions are available without interruption. However, difficulties with hardware, software, equipment, and services may result in service interruptions. In no event will ISHLT be liable to supporter/exhibitor for any loss, cost or damage that results from any period of downtime.

### Force Majeure

Neither ISHLT nor Freeman, the John B. Hynes Veterans Memorial Convention Center, Sheraton Boston Hotel , or RD Mobile will be responsible for delays and/or defaults in its performance due to causes beyond its reasonable control, including, but without limiting the generality of the foregoing; acts of terrorism, wars, hostilities, revolutions, riots, civil commotion, national emergency, fire or explosion, flood, force of nature, embargoes, accidents, acts of God, or stability or availability of the internet, telecommunication system failure; technology attacks, epidemic; quarantine, viruses; strikes, total or partial failure of transportation and/or transportation facilities, supplies, acts of request of any governmental authority or any other cause beyond the control of ISHLT, Freeman, the John B. Hynes Veterans Memorial Convention Center, or RD Mobile.

### Violations

Violations of any of these rules, regulations and guidelines on the part of the supporter/exhibitor, employees or agents, shall cancel the right to support and/or occupy space and will forfeit to ISHLT all money that may have been paid. Supporters and exhibitors participating in the ISHLT Annual Meeting & Scientific Sessions are responsible for communicating the rules, regulations and guidelines of ISHLT to their agents, employees, contractors and anyone connected with or authorized by the supporter/exhibit company.

### Payment and Cancellation

Total payment in full is due with completed applications by the due dates listed. If an invoice is requested payment is due within 30 days of receipt. Priority is given to applications that submit payment with their application. All payments must be received 30 days prior to the meeting start date.

If for any reason, a company cancels its support and/or exhibit opportunity commitment after returning the application, full payment is due upon cancellation. There will be no refunds.

### Additional Commercial Support Agreement

Supporter/exhibitor agrees to sign an additional Commercial Support Agreement which includes terms, conditions and purposes of commercial support for an independent educational activity. ISHLT, an ACCME-accredited "Accredited Provider" of continuing medical education, is committed to presenting Continuing Medical Education ("CME") activities, the content of which promotes improvements in physician performance or patient health status and is independent of the control of commercial interests. As part of this commitment, and in accordance with its Commercial Support Policy, the Accredited Provider will outline in the additional Commercial Support Agreement the terms, conditions and purposes for commercial support associated with its CME activities. Commercial support is defined as financial or in-kind contributions given by a commercial interest used to pay all or part of the costs of a CME activity.

### Entire Agreement

This Agreement will constitute the entire agreement between supporter/exhibitor and ISHLT and may only be modified in writing, signed by both parties. ISHLT's rights under this Agreement are not deemed waived except as specifically stated in writing and signed by an authorized representative of ISHLT. If any term of this Agreement is declared invalid or unenforceable, the remainder continues in full force and effect. ISHLT may assign this Agreement or its rights or responsibilities hereunder to any other party. ISHLT shall have the sole authority to interpret and enforce all terms and conditions. Any and all matters not specifically covered herein are subject to decision by ISHLT and such decision shall be final. These terms and conditions may be amended at any time by ISHLT upon written notice to all supporters/exhibitors. Supporter/exhibitor expressly agrees to be bound by the terms and conditions set forth herein and by any amendments thereto adopted by ISHLT from time to time.

Any action arising out of this Agreement or the ISHLT Annual Meeting & Scientific Sessions must be brought in courts located in Cook County, Illinois, USA and governed by the laws of the State of Illinois, USA. Supporter/exhibitor hereby consents to the jurisdiction of such courts. ISHLT is entitled to recover reasonable attorneys' fees and costs in any action to enforce its Agreement. Supporter/exhibitor may not assign this Agreement to any other party, including a successor in interest without the prior written consent of ISHLT, in which circumstance support/exhibitor must guarantee performance of the assigned obligations. This Agreement is binding upon the heirs, successors and permitted assigns of supporter/exhibitor.

## ISHLT2025

### Exhibitor Rules and Regulations

The Exhibitor Application & Contract, executed by Exhibitor, shall, upon written acceptance by the International Society for Heart and Lung Transplantation (ISHLT), constitute a valid and binding contract. The following rules and regulations have been designed for the benefit of all Exhibitors and are part of the contract.

#### Contractual Obligation

By submitting the official Exhibitor Application and Contract, the exhibiting company agrees to abide by all Rules and Regulations outlined in this Prospectus. The exhibiting company will be held responsible for the activities of its company representatives, international affiliates, co-marketing partners, third-party contractors, contracted public relations and marketing firms, and/or any agency appointed on its behalf. It is the responsibility of the exhibiting company to disseminate the Rules and Regulations contained within this Prospectus to its staff and affiliates.

#### Exhibitor Eligibility

The Exhibition is limited to companies displaying products or services which are, in the opinion of ISHLT, related to the field of end stage heart and lung failure and of professional interest/benefit to the meeting attendees. ISHLT reserves the sole authority to control all aspects of the ISHLT 45th Annual Meeting & Scientific Sessions' Exhibition and determine the eligibility of any company and/or its product(s). ISHLT reserves the right to refuse applications from companies that do not meet the requirements.

#### Payment and Cancellations

Payment in full is due with the application for space. Applications will not be considered complete and space assignments will not be made until payment has been received.

The Exhibitor Application and Contract may be cancelled by providing written notice to ISHLT. Refunds will be issued based on the cancellation policy, below:

##### **Prior to 8 November 2024:**

Full refund, less 10% processing fee

##### **8 November 2024 – 8 December 2024:**

50% of booth cost

##### **After 8 December 2024:**

No refund

*All refunds will be processed after the meeting.*

The International Society for Heart & Lung Transplantation, its agents and employees, will not be liable for failure to hold the Meeting as scheduled.

Payments for the booth space will be returned in the event of cancellation of the meeting for any reason, including but not limited to fire, an act of God, the public enemy, strike, war, epidemic, or any law or regulation of public authority which makes it impossible, commercially impracticable, or illegal to hold the Meeting.

#### Assignment of Space

Applications for exhibit space must be submitted using the official Exhibitor Application and Contract. Initial assignment of space will be made no later than December 2024 and will be based on total support for the Society, prior participation in Society exhibitions, date of receipt of application, payment in full, booth size requirements, booth height, and location of space requested. Assignment of space to Exhibitors whose contracts and payment are received after 8 November, 2024 will be made in order of the date the application was received, including payment in full, based on availability.

Exhibitors who wish to avoid assignment of space adjacent to that of a particular competitor should note that on their applications. Careful consideration will be given to all such requests, but accommodation is not guaranteed and can affect preferred booth assignment. Assignment of space shall constitute an acceptance of Exhibitor's offer to occupy space.

#### Inline and Corner Booth Construction/Dimensions

- 10'x10' floor space increments
- 8' high draped back wall and 3' high draped side rails

#### Inline and corner exhibits must conform to the following standards

- No sidewalls or counters may exceed 42" in height
- No partitions other than the back and side dividers provided by the Exhibit Service Contractor will be allowed unless specifically approved in advance by ISHLT
- Backwalls are limited to 8' in height
- Side walls and obstructions more than 40" tall may extend no more than 3' from the back line of the booth.
- Signage must be part of the exhibit booth structure no higher than 8'.
- Signs may not be suspended from or attached to the exhibit hall.
- Refer to **IAEE Rules and Regulations** for more information.

**All inline and corner booths larger than 10' x 10', and all booths opting not to use the provided back and side dividers must submit a floor plan and design specifications for approval to ISHLT and Freeman.** The floor plans must include an overview layout, front view layout, and the height of all components. The floor plans and design specifications must be sent for approval by 14 February 2025 to Lisa Collins at [lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org).



### Island Booth Construction/Dimensions

- Exhibition floor space only
- 20' to top of sign maximum height
- Hanging signage is allowed with advanced approval from ISHLT and Freeman. Refer to **IAEE Rules and Regulations** for more information

Island exhibits must be constructed so that there is at least 50% visibility of the exhibition hall from the aisle on any one side of the booth.

**All island booths must submit a floor plan and design specifications for approval to ISHLT and Freeman.** The floor plans must include a birds-eye overview, a view showing the booth's orientation in the exhibit hall, an elevation view of each side from the aisle perspective, and the length, width, and height of all components. The floor plans and design specifications must be sent for approval by 14 February 2025 to Lisa Collins at [lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org).

### Installation of Exhibits

All exhibits must be fully installed by 9:00 a.m., Sunday, 27 April. Under no circumstances will the delivery or installation of any portion of an exhibit be permitted after this time or during the exhibition without written permission from ISHLT.

### Removal of Exhibits

All exhibits must remain intact and staffed until 3:15 p.m., Tuesday, 29 April and may not be dismantled or removed until that time. Exhibitors must clear the exhibit hall no later than 12:00 p.m. on Wednesday, 30 April.

### Failure to Occupy Space

Booth space not occupied by the exhibitor by 9:00 a.m., Sunday, 27 April is forfeited without refund to the exhibitor and space may be resold or used by ISHLT.

### Subletting of Space

**SUBLETTING OF EXHIBIT SPACE PROHIBITED** Exhibitors are prohibited from assigning or subletting a booth or any part of the space allotted to them nor shall they exhibit or permit to be exhibited in their space any products or advertising materials which are not a part of their own regular products, or which are not compatible with the purpose and/or character of the Event as determined by ISHLT in its sole discretion.

### Character and Use of Exhibits / Booth Conduct

All exhibits/exhibitors must conform to the following standards:

- Canvassing or distributing advertising materials outside the exhibitor's own booth is not permitted.
- Solicitation of business, except by exhibiting firms, is prohibited.

- The Exhibitor is permitted to demonstrate equipment and to make informational presentations regarding products or services in his/her booth only. All demonstrations and exhibits must be confined to the exhibit booths responsible for such demonstrations or exhibits, including distribution of literature and promotional materials.
- Exhibitor shall care for and keep in good order its occupied space. Cleaning and dusting of booth, display equipment and material will be the Exhibitor's responsibility.
- Contests, lotteries, raffles, and games of chance are strictly prohibited as such activities reflect unfavorably on the character of the meeting. Exhibitors may not register attendees for contests, lotteries, raffles, and games of chance that might be conducted during or after the meeting.
- Exhibitors shall not conduct or permit any sale of goods or services of any kind in the exhibit or Annual Meeting areas. Order taking is permitted.
- Exhibitor representatives shall always conduct themselves in an ethical and professional manner and in conformance with the Exhibitor Application and Contract, including these Rules and Regulations.
- Exhibitor may not enter another exhibitor's booth without obtaining permission. Lingering in the aisles surrounding another exhibitor's booth for the purpose of obtaining product information or distracting other booth personnel is strictly prohibited.
- Exhibitor may not photograph or videotape the booth, products, staff, or visitors of any other exhibitor without the express permission of the other exhibitor.
- ISHLT reserves the right to curtail or close exhibits, wholly or in part, that reflect unfavorably on the character and purpose of the meeting. This applies to displays, literature, advertising, give-away, noise, conduct of persons, etc.
- The exhibit hall will be inspected during installation hours. Every effort will be made to advise exhibitors of any deviation from exhibit rules at that time. Exhibitors must make all corrections requested by ISHLT at their own expense or risk removal from the exhibition without notice and without obligation on the part of ISHLT for any refund. ISHLT reserves the right to expel or refuse admittance to any representative whose conduct is, in its opinion, not in keeping with the character and/or spirit of the Meeting.
- ISHLT does not in any manner endorse any of the products or services related to the exhibits that have been accepted for display during the Meeting.

### Catering/Handout/Giveaway Approval

Should you wish to serve food and beverage or distribute items at your booth, an approval form must be received no later than **27 March**. Any Exhibitor found serving food and beverage or distributing unapproved items will be required to cease. Exhibition Catering/Handout/Giveaway Approval Forms can be submitted [here](#).

### Exhibit Hall Staffing/Access

Your booth must be staffed during refreshment breaks and receptions, however the exhibit hall will remain open during posted hours. Exhibit personnel will be permitted on the exhibit floor one hour prior to opening and may remain in the hall one half-hour after closing. ISHLT will have sole control over all admissions of persons to the Annual Meeting and the Exhibit area.

### Children's Admission to the Exhibit Hall

Children under the age of 12 are not permitted in the Exhibit Hall at any time. Children are admitted in the hall during show days only when accompanied by a registered attendee or exhibitor. The accompanying person must always remain with the child during their visit, assumes responsibility and all liability for damage to exhibits and equipment. Children are not permitted in the exhibit hall during installation and dismantling of exhibits. To maintain a safe environment, strollers are prohibited.

### Objectionable Material and Activities

Except for a Society scheduled event, no alcoholic beverages are permitted in booths or elsewhere in the Exhibit Area. ISHLT reserves the right to require modification of any questionable exhibit or activity and to refuse distribution of souvenirs, advertising matter or anything else which it may consider objectionable. Contests, games of chance, lotteries, and raffles are strictly prohibited.

### Rejections and Penalties

ISHLT reserves the right to restrict, reject, prohibit, or eject any exhibit or Exhibitor which, because of noise, safety hazards, or for other prudent reasons, becomes objectionable, or for breach of any of these rules and regulations. Such termination may become effective during the meeting, at which time the Exhibitor agrees to close his/her exhibit upon receipt of a notice of termination, and thereafter remove his/her exhibit from the exhibition hall as soon as possible without disruption of the meeting. Expulsion of an Exhibitor shall not give rise to a claim for a refund of the fees paid by such Exhibitor.

### Smoking

No smoking is permitted within the exhibit hall or John B. Hynes Veterans Memorial Convention Center at any time, including installation, exhibit hours, and dismantling.

### Lights, Audio, ETC.

No spotlight may be directed toward the aisles or so directed that it proves to be irritating or distracting to neighboring Exhibitors or guests. Droplights or special lighting devices must be hung at a level or positioned so as not to prove to be an irritant or distraction to neighboring Exhibitors or guests. No strobe light effects are permitted. Projectors, computer screens or TV screens must not cause people to block the aisle. Computer screens and TV screens are considered part of the overall booth

components and may not protrude into the aisle. Loud speakers or operation of equipment, which is of excessive sound volume to be annoying to neighboring Exhibitors or guests is not permitted based on the 80/80 Rule: Any sound that consistently exceeds 80 decibels measured at the edge of an Exhibitor's booth or is clearly identifiable more than 80 feet from that booth is considered objectionable. No lighting, fixtures, lighting trusses, or overhead lighting are allowed outside the boundaries of the exhibit space. All lighting should be directed to the inner confines of the booth space. Lighting should not project onto other exhibits or aisles. Exhibitors intending to use hanging light systems are required to submit a detailed floor plan with light locations and dimensions, including height, of all items in the booth, to ISHLT and Freeman for review and approval by 14 February, 2025.

### Activities Outside Exhibit Hall

Absolutely no exhibits are permitted outside the Facility. There are to be no displays in hotel rooms, hotel public areas or other facilities or areas contracted or used by ISHLT. There are to be no demonstrations, or industry focus groups in the Facility or hotel rooms, hotel public areas or other facilities or areas contracted or used by ISHLT unless approved by ISHLT Show Management.

### Insurance and Liability

It is the Exhibitor's sole responsibility to obtain, at its own expense, any and all licenses and permits and to comply with all federal and local laws, City of Boston and State of Massachusetts ordinances and convention center rules and regulations for any activities conducted in association with or a part of the Exhibition.

Each exhibitor, by signing the Exhibit Application and Contract, agrees to protect, save and keep the International Society for Heart and Lung Transplantation, Freeman, the John B. Hynes Veterans Memorial Convention Center, and their respective employees, representatives, agents, successors and assigns, forever harmless from any and all damages to their property and for any and all injuries to any person resulting from its exhibiting at this meeting and for charges imposed for violation of any law or ordinance by the exhibitor, his employees or agents as well as to strictly comply with the application terms and conditions as contained in the agreements between ISHLT, Freeman, and the John B. Hynes Veterans Memorial Convention Center regarding the exhibition premises; and further, the exhibitor shall at all times protect, indemnify, save, and keep harmless ISHLT, Freeman, and the John B. Hynes Veterans Memorial Convention Center against and from any and all loss, cost, damage, liability, or expense that arises out of or from, or by any reason of any act or omission of the exhibitor, his employees or agents. Exhibitors will be held responsible for any damage done to the buildings by it or its employees. No nails, tacks, or screws should be driven into the floor, walls or woodwork of the building.

While on the premises, exhibition goods and packing materials shall be insured at the expense and risk of the Exhibitor. The John B. Hynes Veterans Memorial Convention Center, ISHLT, or Freeman cannot accept any responsibility for damage, loss, theft, disappearance or injury of anything or anybody due to any cause. The Exhibitor and any contractors under exhibitor employment are obliged to take an insurance against third party risks before the start of the exhibition. The cost for this insurance and responsibility for its arrangement falls to the Exhibitor. Exhibitors should also be covered against any claims which may ensue from transportation to and from the John B. Hynes Veterans Memorial Convention Center and against any claims which may be made by third parties, e.g., the John B. Hynes Veterans Memorial Convention Center, the City and/or their insurers, in respect of injury or damage sustained in any way whatsoever inside or outside the John B. Hynes Veterans Memorial Convention Center.

Exhibitors are required to maintain and to provide a certificate of insurance to ISHLT Show Management on or before 21 March, 2024, evidencing the following: a. General liability with limits not less than \$1,000,000 per occurrence, \$2,000,000 in the aggregate b. Owned (if applicable), hired and non-owned auto liability with limits not less than \$1,000,000 per occurrence c. Workers' compensation with state statutory limits d. Employer's liability with limits not less than \$500,000 e. Commercial umbrella liability with limits not less than \$1,000,000 f. Personal property and equipment on a special form replacement cost basis ISHLT, Freeman and the John B. Hynes Veterans Memorial Convention Center are to be listed as additional insureds on a primary and noncontributory basis with respect to general/auto/ umbrella liability. A waiver of subrogation must apply to all policies. All carriers are to maintain an A.M. Best rating of not less than A- VII. Exhibitors will not be permitted to set up their booth without submitting the proper certificates.

#### Fire and Safety Regulations

Exhibitor agrees to conform to all fire, safety, and other rules and regulations as provided and interpreted by the official Exhibit Services Contractor, Freeman, and the John B. Hynes Veterans Memorial Convention Center representatives.

No flammable materials may be used. Equipment displayed or demonstrated must be installed according to the safety regulations issued by the conference venue. The fireproofing of the installations must be made by a qualified company issuing the certificate of an approved organization. Excessive audible and visual attention-getting devices or effects are prohibited. The exhibitor must have the certificate of reaction to fire of the materials used for the arrangement or decoration at the disposal of the conference venue.

#### Exhibit Labor

Exhibitors have the option of utilizing the official Exhibit Services Contractor, Freeman, who provides quality union labor, qualified display houses or personnel from their own companies to install and dismantle displays. Full-time employees of exhibiting companies may set their own exhibits. Any full-time company personnel involved should have visible identification of their company status when engaged in these activities.

#### Gratuities

Freeman work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, products or gifts in kind by any employee (union or non-union). Freeman employees are paid appropriate wages denoting professional status, therefore tipping of any kind is not allowed.

#### Delivery and Shipment of Materials

Exhibitors agree to ship and store their materials at their own risk and expense. Shipping, storage, and delivery arrangements may be made with the official Exhibit Services Contractor, Freeman. Complete shipping information will be available in the Exhibitor Services Manual.

#### Freight Handling

All work involved in the loading and unloading of all trucks, trailers, and common and contract carriers from the facility docks, including empty crates, and the operation of material handling equipment, is under the jurisdiction of Freeman. All exhibitors are expected to comply with any union requirements in effect and as outlined in the "Show Site Work Rules" section of the Exhibitor Services Kit.

#### Storage of Crates and Boxes

Storage of crates and boxes can be arranged with Freeman, as outlined in the Exhibitor Services Online Manual. All cartons, crates, containers, packing materials, etc., that are necessary for re-packing, must be labeled with "empty" stickers, and they will be removed from the floor by Freeman. Crates and boxes cannot be stored behind booth displays. Proper identification tags will be available at the Freeman Service Desk.

#### Independent Contractors

Exhibitors who plan to use a service contractor other than those appointed by show management must notify ISHLT in writing on or before 27 March, 2025 by submitting an **Exhibit Appointed Contractor form**, which will be supplied in the Exhibitor Services Manual from Freeman. Independent contractors must abide by the following:

- Perform all services in a timely and professional manner, in accordance with ISHLT established deadlines.
- Not engage in solicitation of business on the exhibit floor for present and/or future conventions.
- Provide a Certificate of Insurance no later than 27 March, 2025.



### Exhibit Personnel Registration

- Exhibit personnel will be able to register when meeting registration opens in January 2025.
- All individuals affiliated with an exhibit booth must be registered as exhibit personnel and employed by the Exhibitor.
- ISHLT registration badges must be worn during meeting/show hours.
- Each exhibitor will be required to collect their own badge.
- Complimentary exhibitor badges will be allotted per booth size as follows:
  - 10' x 10': Five (5) complimentary exhibit hall only badges per 100 sq. ft.
  - 10' x 20': Ten (10) complimentary exhibit hall only badges per 200 sq. ft.
  - 20' x 20' Twenty (20) complimentary exhibit hall only badges per 400 sq. ft.
  - 20' x 30': Thirty (30) complimentary exhibit hall only badges per 600 sq. ft.(Personnel must be employed by the exhibiting company; allows access to the exhibit hall, poster hall, and General Sessions only.)
- Additional Exhibit Booth Staff badges with access to the exhibit area and poster hall can be purchased for \$75 USD each.
- Exhibiting company employees/consultants who wish to attend the plenary and scientific sessions must register for the meeting by purchasing an Exhibitor All Access Badge, which is a 10% discount off the standard Industry Registration Fee.
- Exhibitor badges are personal and are not to be given to anyone else. Exhibitors caught badge swapping will have their badge confiscated permanently. Supplemental badges or those altered or changed using a business card, ribbons or company logos are not permitted and may be confiscated. Exhibitor badges can be transferred only if the original badge is surrendered permanently at the registration desk. Exhibitor badges are made out in the name of the company shown on the exhibit registration and must contain the name of the company that is being represented at the meeting.

### Music Licensing

ISHLT has not obtained a music license authorizing the performance of either live or recorded music on the meeting's premises. As a condition of ISHLT's acceptance of the exhibitor's application, exhibitor hereby warrants and presents that not copyrighted music will be performed, either live or recorded, at the direction of the exhibitor floor or in company leased rooms during the meeting dates unless the exhibitor has obtained written permission from the copyright owner for such use. All copyright fees applicable to music or entertainment used as part of an exhibit are the full responsibility of the exhibitor. The exhibitor must make payment of the fees directly to the applicable copyright agency. Should the exhibitor violate

the provision, the exhibitor agrees to indemnify, save, hold harmless, defend and bear all expenses as they are incurred by ISHLT and its respective directors, officers, agents, employees, and each of them, from and against any and all claims, costs, and expenses (including legal fees and expenses), demands, actions, and liabilities of every kind and character whatsoever with respect to the unauthorized use of copyrighted music.

### Use of ISHLT Name, Logos, and/or Acronyms

The names, logos, and acronyms of the International Society for Heart and Lung Transplantation are proprietary marks. Use of the names in any fashion, by any entity, for any purpose, is expressly prohibited without the written permission of ISHLT.

### Use of ISHLT Scientific Program Content

Information presented during ISHLT2025 is the property of ISHLT and the presenter. Information may not be recorded, photographed, copied, photocopied, transferred to electronic format, reproduced, or distributed without the written permission of ISHLT and the presenter. Any use of the program content that includes, but is not limited to, oral presentations, audiovisual materials used by speakers, and program handouts without the written consent of ISHLT is prohibited.

### Additional Health and Safety Guidelines

Exhibitors agree to adhere to health and safety guidelines provided in the Exhibitor Services Manual as well as all subsequent correspondence regarding safety and cleanliness protocol communicated by ISHLT, Freeman or the John B. Hynes Veterans Memorial Convention Center.

### American with Disabilities Act

In compliance with the Americans with Disabilities Act of 1990, ISHLT will make all reasonable efforts to accommodate persons with disabilities. Please contact the Exhibit Manager to make arrangements. Each exhibitor is responsible for compliance within their assigned space ensuring access to their booth.

### Security

As a courtesy to exhibitors, watchman service for the exhibit area will be furnished during the hours as deemed necessary by ISHLT, but the safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor. The furnishing of such service is in no case to be understood or interpreted by exhibitors as a guarantee to them against loss or theft of any kind.

### Corporate Events

Companies wishing to conduct a meeting or a social event must complete a Corporate Event Application and submit a non-refundable deposit. Failure to submit the application with payment in advance of the meeting will result in loss of exhibition approval at future meetings. For guidelines, instructions, applications, deadlines, and applicable fees, please refer to page 22 or contact Lisa Collins, Meetings and Industry Partnerships Manager, [Lisa.Collins@ishlt.org](mailto:Lisa.Collins@ishlt.org) for more information.

### Attendee List Usage, GDPR and CCPA Compliance

No other individual or organization are authorized to market or to sell attendee lists of ISHLT. If Exhibitor is contacted by ANY company about purchasing an attendee list, please inform ISHLT Show Management. ISHLT shall not be responsible for any damages or costs related to Exhibitor purchasing attendee lists by unauthorized solicitors.

Attendee lists from the Event may be distributed to Exhibitors and/or Sponsors. Such lists shall only be used for a (1) time pre-meeting and (1) time post-meeting mailing of promotional material relating to Exhibitor's booth and/or event/industry symposium during the Event and shall not be reproduced, transferred or used in any other manner. In using such lists for mailings, Exhibitors must ensure compliance with all country, state and local laws and regulations including, but not limited to, the European Union's General Data Protection Regulations (GDPR and the California Consumer Privacy Act (CCPA). The Exhibitor shall indemnify, hold ISHLT, its directors, officers, employees, agents or subcontractors harmless from the performance or breach of this provision by Exhibitor, its employees, agents or contractors. The terms of this provision shall survive the termination or expiration of this Contract.

### Violations

Violation of any of these rules, regulations, and guidelines on the part of the exhibitor, his employees or agents, shall cancel the right to occupy space and will forfeit to ISHLT all money that may have been paid. Upon evidence of violation, management may re-enter and take possession of the space occupied by the exhibitor and may remove all persons and goods at the expense of the exhibitor. The exhibitor shall pay all expenses and damages that ISHLT may incur thereby. In the event of a violation, ISHLT reserves the right to refuse exhibit privileges for the following year. Exhibiting companies participating in ISHLT2025 are responsible for communicating the rules, regulations, and guidelines of ISHLT to their agents, employees, contractors, and anyone connected with or authorized by the exhibiting company.

# QUESTIONS?

## ORGANIZER/EXHIBITION MANAGEMENT: ISHLT

Contact person:

Lisa Collins – Meetings and Industry Partnerships Manager

[lisa.collins@ishlt.org](mailto:lisa.collins@ishlt.org)

## OFFICIAL EXHIBIT SERVICES CONTRACTOR: FREEMAN

[Solutions@freemanco.com](mailto:Solutions@freemanco.com)

### Freeman is responsible for:

- ▶ Exhibit booth building (unless Exhibitor Approved Contractor form/information has been provided)
- ▶ Furniture rental

### Online Exhibitor Services Kit will include information regarding:

- ▶ Carpeting
- ▶ Cleaning
- ▶ Furniture
- ▶ Labor
- ▶ Material handling
  - On-site handling services
  - Loading and unloading activity
  - Storage of empties/full goods
  - Return handling and return transport, as requested
- ▶ Rigging
- ▶ Shipping

### Shipping logistics Partner: Freeman Transportation Responsible for:

- ▶ Customs clearance
- ▶ Transportation

[Exhibit.transportation@freemanco.com](mailto:Exhibit.transportation@freemanco.com)