



AMMI Canada – CACMID
Annual Conference • Conférence annuelle

Delta Prince Edward and Prince Edward Island Convention Centre
April 16 – 18 avril

AMMI Canada — CACMID Annual Conference

April 16 - 18, 2015

PEI Convention Centre

Charlottetown, PEI

EXHIBITOR PROSPECTUS



Association of Medical Microbiology and
Infectious Disease Canada



Canadian Association for Clinical
Microbiology and Infectious Diseases

Notice: It has come to our attention that housing agencies are presenting themselves as hotel booking agents for the AMMI Canada - CACMID Annual Conference and contacting delegates and exhibitors to solicit hotel reservations.

AMMI Canada, CACMID and Unconventional Planning are the ONLY official housing agents for the annual conference. NO other housing company or travel agent is authorized to place hotel reservations on behalf the AMMI Canada - CACMID Annual Conference.

Who We Are

Association of Medical Microbiology and Infectious Disease (AMMI) Canada

AMMI Canada is the national association that represents physicians, clinical microbiologists and researchers specializing in the fields of medical microbiology and infectious diseases.

Through promotion of the diagnosis, prevention and treatment of human infectious diseases and by our involvement in education, research, clinical practice and advocacy, AMMI Canada aims to serve and educate the public and also to enhance the career opportunities of its members through professional development and advocacy initiatives.

Mission Statement

AMMI Canada: We advance the prevention, diagnosis and treatment of infections.

Canadian Association for Clinical Microbiology and Infectious Diseases (CACMID)

CACMID is an organization that began from a public health microbiology background and is now one of Canada's longest-standing microbiology associations. CACMID actively promotes cooperation, collaborative research, and education amongst microbiologists, and also the development and promotion clinical standards and guidelines. CACMID is inclusive of all microbiology-related positions, including technicians, clinicians, medical microbiologists, physicians, students, research scientists and laboratory managers.

Mission Statement

We advance the fields of clinical microbiology and infectious diseases in Canada through education, scholarship, advocacy and the promotion of best practices.

For additional information, please contact:

Unconventional Planning • 100 - 32 Colonnade Road • Ottawa, Ontario K2E 7J6 Canada
Tel: 613-721-7061 / 888-625-8455 • Fax: 613-721-3581 • Email: Dianne@UnconventionalPlanning.com

About the Annual Conference

The only one of its kind Canada, the AMMI Canada – CACMID Annual Conference is designed to address the needs of healthcare professionals specializing in the areas of clinical and medical microbiology and infectious diseases: laboratory, clinical (adult and paediatric), public health, antimicrobial stewardship, and infection prevention and control issues. The Central Planning Committee is made of representatives from both AMMI Canada and CACMID govern the conference.

2015 Program at a Glance

Thursday April 16

- Plenary – Difficult to Treat Organisms
- State of the Art Clinical Lecture – Anti-Vaccine Movement
 - (sponsored by the Canadian Foundation for Infectious Diseases)

Friday April 17

- Plenary – Device Related Infections
- State of the Art Clinical Lecture – Appropriate Laboratory Utilization

Saturday April 18

- Plenary – HCV elimination: dogma, data, and dollars
- Innovation Academy

AMMI Canada – CACMID Annual Conference Data

Total Delegate Attendance by Year

2014 Victoria	399
2013 Québec City	405
2012 Vancouver	493
2011 Montreal	401
2010 Edmonton	374
2008 Vancouver	483

Total Industry Attendance by Year

2014 Victoria	161
2013 Québec City	175
2012 Vancouver	169
2011 Montreal	175
2010 Edmonton	167
2008 Vancouver	179

Statistics for 2009 are not included because the 2009 annual conference took place as part of the 26th International Congress of Chemotherapy and Infection (ICC).

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Attendance by Specialty

111	Infectious Disease	36	Medical Microbiology/Infectious Disease
105	Microbiology		
74	Other	14	Internal Medicine
39	Laboratory Technologist	12	Paediatric Infectious Diseases

2015 Conference Dates

- Thursday April 16 to Saturday April 18

Exhibit Hall Location

PEI Convention Centre Room: Gray/Palmer/Pope
9 Queen Street
Charlottetown, PEI
C1A 4A2, Canada

Show Hours

- Thursday April 16, 1100 – 1300 Exhibit Hall Open
- Thursday April 16, 1835 – 2030 Welcome Reception/Stand Up Dinner
- Friday April 17, 1100 – 1300 Exhibit Hall Open

Move-In/Move-Out Hours

- MOVE-IN Wednesday April 15, 0800 - 1700
- MOVE-OUT Friday April 17, 1300 – 1800

Booth Pricing

- 8' deep x 10' wide: \$2,500 plus 14% HST
- 4' deep x 10' wide: \$1,500 plus 14% HST
- Extra Representatives: \$80.00 plus 14% HST (each)

Booth Materials

All exhibitors and sponsors will be provided with a standard booth as follows:

- 8' (deep) x 10' (wide) booth space (single) or 4' (deep) x 10' (wide) booth space
- 8' high black back drape and 4' high black side drape (both sides)
- 1 - 6' (long) draped table
- 2 chairs
- 1 wastebasket
- 1 electrical outlet

The exhibit hall floor is carpeted. The maximum booth height permitted is 8 feet.

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Scheduled Breaks/Meals in Exhibit Hall

In order to maximize your opportunity to network with conference delegates, morning refreshment breaks and lunches on Thursday and Friday, April 16 and 17, will be served in the exhibit hall. Each exhibiting company is entitled to access meal functions served in the exhibit hall, to a maximum of two people per booth, plus any additional registered booth representatives.

Welcome Reception/Stand Up Dinner

Exhibitors are invited to attend the welcome reception in the exhibit hall on Thursday, April 16, 1835 – 2030, to a maximum of two people per booth, plus any additional registered booth representatives.

Exhibitor Recognition

Company profile (25 words per booth space) in the exhibitor directory section of the final conference program guide and in the [Annual Conference App](#). The final program will not be printed this year; however it will be made available on both the AMMI Canada and CACMID websites, in the annual conference sections.

Booth Assignment

First round of booth assignment will be issued the week of January 12, 2015. The conference secretariat assigns space as equitable as possible using a priority system, and then a first come-first served, space available basis. Sponsors will get first priority booth assignment, followed by first-come-first served based on registration date thereafter.

Once the first round booth assignment has been made, an updated floor plan will be posted to the websites and sent out to any remaining exhibitors to choose from available booth spaces.

Second round booth assignment will be open until February 13, 2015. If a company has not chosen a booth location by this date, the conference secretariat will assign a booth based on space available.

The AMMI Canada – CACMID Annual Conference Secretariat reserves the right to revise the floor plan to meet the needs of the majority of exhibiting companies and the overall conference.

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General Information

Conference Hotels

Delta Prince Edward (Host Hotel)
18 Queen St, Charlottetown, PE C1A 4A1

Holman Grand Hotel
123 Grafton Street, Charlottetown, PE C1A 7M4

Room Rates *subject to applicable taxes*
Mode Rooms: \$179.00
Mode Water View Rooms: \$199.00
Mode Deluxe Rooms: \$219.00
Mode Deluxe Water View Rooms: \$239.00

Room Rates *subject to applicable taxes*
Holman Rooms: \$189.00
Island Suites: \$239.00

Hotel Accommodation and Reservations

AMMI Canada and CACMID take into consideration that exhibitors require accommodation during their participation at the annual conference and make allotments for this when negotiating meeting space, bedrooms and bedroom rates. By reserving a room at the host hotel, AMMI Canada and CACMID are able to keep conference costs low; savings we pass along to you.

❖ **All exhibitors are required to confirm their hotel reservation by February 23, 2015**

If a room block of **five (5)** or more rooms is needed, the space **must** be booked through the conference secretariat. Please send all room block information to Stephanie Wolkowycki at info@ammi.ca, in the form of a spreadsheet, with the following information: guest names, arrival dates, departure dates, additional notes, valid credit card number to hold the reservation (*note: your credit card will not be charged unless your room block is cancelled after March 2, 2015*). Please also indicate which hotel you would prefer to host your room block.

Online Reservations

Book your rooms online through our online systems:

- [Delta Prince Edward](#) (host hotel)
- [The Holman Grand Hotel](#)

This will ensure that you receive the AMMI Canada – CACMID Annual Conference rate. The online reservation link can also be found on both the AMMI Canada (www.ammi.ca) and CACMID (www.cacmid.ca) websites, in the annual conference sections.

The AMMI Canada- CACMID Secretariat will herein be referred to as the Conference Secretariat.

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Application/Acceptance/Confirmation

Acceptance of this contract by Conference Secretariat is effective when a copy of this contract is signed by an authorized representative of your organization and when a confirmation letter is issued by the Conference Secretariat. Once the contract is accepted, the application will constitute a binding agreement upon the applicant, subject to the terms, rules and regulations set forth in this contract.

Fees and Payments

Exhibitor costs are listed in the AMMI Canada – CACMID Annual Conference Exhibitor Prospectus. Payment is due within 30 days of the issue date of the invoice. If payment is not received within 30 days, the Conference Secretariat will not guarantee the availability of the booth space beyond this date. Applications received less than 45 days prior to the event must be accompanied by 100% payment of fees.

Applications will be accepted in order of receipt. In the case of conflicting, simultaneous submissions, Conference Secretariat reserves the right to determine the final assignment. All outstanding debts owed to the AMMI Canada – CACMID Annual Conference by Exhibitors must be paid prior to participation in the exhibition. If such debts remain unpaid at the time of the exhibition, the Conference Secretariat reserves the right to exclude Exhibitor and its subcontractor(s) from the exhibition without liability and without forgoing right to full collection.

Cancellation Policy

Cancellation by the exhibitor must be received in writing and will result in a refund based upon the following schedule: Cancellations made prior to 120 days before the beginning of the event will be provided a full refund minus a \$200 administrative fee. Cancellations received 119 – 60 days before the event shall be refunded 50% of the total exhibitor commitment. No refunds will be provided within 60 days of the event.

The Conference Secretariat reserves the right to resell/reassign exhibit space upon receipt of written cancellation. Applications not fully paid by the event start date are subject to cancellation and/or re-assignment at the Conference Secretariat's discretion, without refund and with liability for the balance remaining due.

Failure to Occupy Space

Any exhibitor not checked in one hour prior to the official opening of the hall will be considered a no-show unless the exhibiting company has made prior arrangements with the show manager. The show manager reserves the right to force set an exhibitor's booth if freight has been delivered or remove freight from the floor prior to show opening. All charges will be applied to the exhibitor's account. The Conference Secretariat reserves the right to resell, reassign or use the space of no-show companies without refund.

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Exhibitors

The Conference Secretariat reserves the right to change a space assignment after the assignment is made should it become necessary to do so. Exhibitors will be notified immediately should this be the case.

All demonstrations and exhibits must be confined to the exhibit booths. No exhibitor shall assign, sublet or share the whole or any part of the booth space allotted without the written approval of the Conference Secretariat. Exhibitor must confine activities to the space contracted. Exhibitor will not be permitted to use strolling equipment or distribute samples or giveaways except within its booth. Any actions that may undermine the efforts of another exhibitor such as loud music or obstructing walls will not be permitted. The height of the material in your booth cannot exceed three feet along the sidewalls. The height can be up to eight feet tall along the last three feet of the sidewall at the back of your booth to accommodate popup display walls.

Incorporation of Exhibitor Kit

The contents of the exhibit kit or its equivalent provided by the Conference Secretariat are hereby incorporated by reference and made part of this contract. The Conference Secretariat may, from time to time and without prior notice to Exhibitors, amend the contents of the exhibitor kit. The Conference Secretariat will notify Exhibitors of such changes within 30 days of implementation.

Liabilities and Restrictions

Neither AMMI Canada, nor the Conference Facility, nor the Official Exhibition Contractor shall be liable for loss or damage to any Exhibitor property and/or the property of Exhibitor's subcontractor(s) in storage, in transit to or from the exhibition building, or while in the venue building contents. All property of the Exhibitor and/or of its subcontractor(s) shall be deemed to remain under the Exhibitor's custody and control in storage, in transit to or from, and within the confines of the exhibition hall even though it may at times be under the temporary control or direction of the Conference Secretariat or the Official Exhibition Contractor.

Exhibitor assumes full responsibility for the acts, omissions and conduct of its representatives, agents and contractors, and agrees to indemnify, hold harmless and defend the AMMI Canada – CACMID Annual Conference, its officers and directors, employees, and agents from and against any and all claims, losses, damages, governmental fines or penalties, and costs or expenses (including court costs, interest and attorney fees) of any kind whatsoever arising from such acts, omissions and conduct except to the extent that such claims, losses and damages are the direct result of the AMMI Canada – CACMID Annual Conference's gross negligence or intentional acts. In any event, the AMMI Canada – CACMID Annual Conference's liability to Exhibitor under this Contract shall be limited to and not exceed the amount of booth fees paid by Exhibitor.

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Online Exhibitor Registration

To reserve booth space: [CLICK HERE](#)

An automated email confirmation will be sent once the booth space registration has been submitted online.

Meeting/Event Space Reservations

[NEW - Application for Meeting Space for Affiliated Events](#)

****The deadline to submit your meeting space [reservation form](#) is February 23, 2015.***

Any event involving EXHIBITORS/SPONSORS and or DELEGATES of the AMMI Canada-CACMID Annual Conference is considered an affiliated event.

Only collaborating societies, exhibiting companies and or sponsors are permitted to hold affiliated events before, during or after the annual conference.

You **MUST** apply for each affiliated event which include:

- private or by invitation **ONLY** exhibit presentations
- receptions and dinners for select groups
- social events (no presentation/non-promotional)
- closed investigator meetings
- allied society staff meetings
- exhibiting company and or sponsoring company staff meetings, sales meeting or marketing meetings
- speaker ready rooms for integrated symposia and or workshops

There are numerous hotels surrounding the conference center, we encourage all exhibitors and sponsors to work collaboratively with the secretariat to ensure a positive and successful meeting experience for all.

If meeting space is needed, exhibitors must go through the conference secretariat by submitting the [Exhibitor Meeting Space Reservation Form](#) to Stephanie Wolkowycki at (613)260-3233 ext. 103 or by email at info@ammi.ca.

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