ISPE
THE INTERNATIONAL SOCIETY FOR PHARMACOEPIDEMIOLOGY

20th International Conference on Pharmacoepidemiology & Therapeutic Risk Management

SCIENTIFIC EXHIBITION PROSPECTUS

22-25 August 2004
Bordeaux Convention Centre
Bordeaux, France

JOINTLY SPONSORED BY:

Association pour la Recherché en Pharmacovigilance
European Association for Clinical Pharmacology and Therapeutics
European Drug Utilization Research Group
International Epidemiological Association — European Epidemiology Federation
International Society of Pharmacovigilance
SIG Pharmacoepidemiology & Pharmacoeconomics, International Pharmaceutical Federation
Dear Exhibitor,

Improving patient safety is a priority health goal across the globe. The tools of therapeutic risk management and pharmacoepidemiology are basic to improving safety by maximizing patient benefits while minimizing risks to patients. Join us in Bordeaux for what promises to be a milestone in bridging these disciplines.

The 20th International Conference on Pharmacoepidemiology & Therapeutic Risk Management will be held 22-25 August 2004, at the Bordeaux Conference Center, Bordeaux, France.

The ISPE annual meeting is acknowledged worldwide as the preeminent international conference on pharmacoepidemiology and therapeutic risk management. This meeting provides a unique scientific forum to learn about the use and effects of drugs in large populations, identification of rare adverse effects of drugs, promotion of more rational prescribing practices, and recognition of new therapeutic benefits of drugs. More than 650 prominent and influential epidemiologists, physicians, policy-makers, and researchers within industry, academia and government attend this meeting.

The ISPE Scientific Programme Committee is working hard to make this conference the Society’s biggest, best and most memorable yet! The Committee has assembled a renowned faculty representing distinguished leaders in pharmacoepidemiology and therapeutic risk management. Invited speakers include Bernard Begaud, President, Université Victor Segalen, will discuss the role of pharmacoepidemiology in medical training; Lucien Abenhaim, former Director General of Health, French Ministry of Health, will present his perspective on the role of pharmacoepidemiology in shaping national drug policy; Samy Suissa, Professor of Epidemiology, Université de Montreal, will discuss time-dependent measures in pharmacoepidemiology; and Nicholas Wald, Barts & The London Queen Mary School of Medicine & Dentistry, will share his views on combining strategies for controlling risk.

The agenda also will include oral presentations, workshops, symposia, and more than 400 poster presentations. Meeting and registration information is posted on the ISPE website www.pharmacoepi.org.

Make your plans to attend this year’s meeting; you really can’t afford not to be in Bordeaux. Attendees look forward to learning how your products and services can help them perform their jobs better, more effectively, and more economically – and improve patient safety.

Space is limited; we encourage you to send in your application and payment today! Please contact the ISPE office (+1-301-718-6500 or ISPE@paimgmt.com) if you have questions.

Sincerely,

Susana Perez Gutthann
Susana Perez Gutthann, President

Nicholas Moore
Nicholas Moore, Chair, Scientific Programme Committee
ISPE 2004 EXHIBITOR INFORMATION

20th International Conference on Pharmacoepidemiology & Therapeutic Risk Management  22-25 August 2004

ISPE Staff Contact
Mark Epstein, Executive Secretary, +1-301-718-6500 or ISPE@paimgmt.com.

Conference Site
Bordeaux Convention Center
Bordeaux, France

Exhibit Dates & Hours — PRELIMINARY

Sunday, 22 August  1200 -1700 . . . . . . . . Set-Up

Monday, 23 August
0700 -0800 . . . . . . . Exhibits Open
1000 -1030 . . . . . . . Exhibits Open
1200 -1330 . . . . . . . Exhibits Open
1500 -1530 . . . . . . . Exhibits Open

Tuesday, 24 August
0700 -0800 . . . . . . . Exhibits Open
1000 -1030 . . . . . . . Exhibits Open
1200 -1330 . . . . . . . Exhibits Open
1500 -1530 . . . . . . . Exhibits Open

Wednesday, 25 August
0700 -0830 . . . . . . . Exhibits Open
1000 -1030 . . . . . . . Exhibits Open
1200 -1330 . . . . . . . Exhibits Open
1345 -1600 . . . . . . . Dismantle

Exhibit Space Rates [US Dollars]

ISPE Organizational Member
Industry ................. $1250/booth
Govt/Nonprofit/Academic . $700/booth

Non-member
Industry ................. $1650/booth
Govt/Nonprofit/Academic . $1000/booth

Advertising Rates* – Final Programme [US Dollars]
Outside back cover ........ $1300  Size: 7.375 x 9.875 (live area)
Full page ...................... $ 800  Size: 7.375 x 9.875 (live area)
Half page ....................... $ 500  Size: 7.375 x 5 (live area)
* Publication prints in two spot colors. Trim size is 8.375 x 10.875 inches
Margins are .5 inch all around. Add .125 inch on all sides for bleed.

Assignment of Exhibit Space
ISPE assigns space on a two-tiered system: A) Point system: 1-point for each year participated as an exhibitor with ISPE, and 1-point for each space taken, and B) First-come, first-served. ISPE reserves the right to decline any application or prohibit an exhibit based on the criteria established for the meeting.

Badges
Each exhibit space includes 1-complimentary registration badge. This badge will allow entrance to all meeting sessions, the evening Welcome Reception, the evening social event, and all coffee breaks and lunches. BADGES ARE NOT TRANSFERABLE. Additional badges for representatives will be provided at a discounted registration rate.

Booth Rental Includes
• 3 meters x 3 meters with back drape
• Listing in final programme.
• One (1) complimentary exhibitor badges for company personnel. Additional personnel may register at a discounted rate.

Decorating/Booth Equipment
Names, addresses, and telephone/fax numbers of exhibitors will be sent to ISPE's decorating firm. The firm will mail decorating, drayage, electrical and shipping information directly to the exhibitor.

Hotel Reservations
ISPE has reserved a block of rooms at a special meeting rate at several hotels within a short walk of the Convention Center. Exhibitors assume all responsibility for arranging and paying for their housing accommodations. Hotel reservations must be made directly with the hotels.

Information will be posted on the ISPE website; www.pharmacoepi.org. Please make your hotel reservations by 23 July to guarantee the discounted rate and availability of rooms. When making the reservation, please state that you are attending the International Conference on Pharmacoepidemiology or ISPE to ensure you receive the special discounted rates! Persons with disabilities should inform the hotel of any special services required.

Shipping Information
Complete shipping information will be included in your exhibitor service kit

Sound
Loud speakers, tape recorders, sound movies, etc. that interfere with adjoining exhibitors are not permitted.

Sponsorship Opportunities
Please visit the 2004 Annual Meeting section on the ISPE website, www.pharmacoepi.org, or contact Mark Epstein, ISPE Executive Director, at +1-301-718-6500, for more information about available opportunities.

NOTE:
Our experience has shown that often the person(s) who are staffing a booth and the person(s) who did the coordinating for the booth are not one and the same. Please ensure that whomever is on site is aware of all the services that have been ordered (i.e.: phone & data lines, electrical etc.) and has copies of all orders placed.
APPLICATION FORM AND CONTRACT
FOR EXHIBIT SPACE - 2004 ISPE

Please PRINT your company’s name, address, telephone, fax and e-mail numbers as you would like them to appear in the Final Programme. NOTE: The name listed as contact will receive all exhibit follow-up correspondence.

Company Name:__________________________________________________________
Contact Name:___________________________________________________________
Title:_____________________________________________________________________
Address:_______________________________________________________________
City: __________________________ State/Province:_____________________________
Zip/Postal Code:_________ Email Address:___________________________________
Phone Number: (_______) _________________________________________________
Fax Number: (_______) _________________________________________________

I understand the terms and conditions as outlined in the exhibitor prospectus and agree to comply.

Signature:__________________________________________ Date:____________

All applications MUST be sent with full payment. Applications are considered incomplete until full payment has been received, and will not be assigned space. Payment must be received by 9 July 2004 to ensure inclusion in final programme. ISPE must receive written cancellation must be received by 9 July 2004, to receive a refund minus a $300[US] administrative fee.

PAYMENT:

[A] Exhibit Booth
   ISPE Organizational Member
      Industry __ @$1250/booth $_______________
      Govt/Nonprofit/Academic __ @ $700/booth $_______________
   Non-member
      Industry __ @$1650/booth $_______________
      Govt/Nonprofit/Academic __ @ $1000/booth $_______________

[B] Additional Representatives*
      Industry __ @ $650/person $_______________
      Academic/Nonprofit/Academic __ @ $500/person $_______________

[C] Advertising — Final Programme
      Outside back cover __ @ $1300 $_______________
      Full page __ @ $800 $_______________
      Half page __ @ $500 $_______________

TOTAL: [A] + [B] + [C] $_______________________[US Dollars]

Office Use:
Total Paid: $__________________________ Date Rec’d: __________
Method of Payment: ____________ Date Rec’d: __________

Payment by Check[US Dollars]
   Make payable to ISPE. No phone credit cards or wire transfers accepted.

Payment by Credit Card [Current exchange rate will apply]
   Please complete the information below.

Charge: ☐ Visa ☐ Mastercard ☐ American Express

Account Number: ___________________________
Exp. Date: Month_________/Yr_________
Signature: __________________________

Credit Card Reservations fax to:
+1-301-656-0989

All others mail to:
ISPE, 4350 East West Highway, Suite 401
Bethesda, MD 20814 USA
ATTN: EXHIBITS
1. **Assignment of Space**: ISPE will determine exhibitor space assignment. Once space is approved, an exhibit can only be moved with the mutual consent of ISPE and the specified exhibitor. Exhibitors will be given directions for installing and dismantling exhibits. All displays must be set up at least one-hour prior (i.e., 0730) to the official opening of the meeting at 0830, Monday, 23 August 2004. Space not set up by that time may be reassigned by ISPE.

2. **Payment**: Payment in full is required with a completed application for exhibit space. A completed form and payment must be received by 9 July to ensure inclusion in the final programme. Exhibitors are responsible for special equipment and services.

3. **Cancellations**: Cancellations in writing received by ISPE on or before 9 July 2004 will receive the entire exhibitor fee less a $300.00 (US) processing fee. No refunds will be made after 9 July.

4. **Care of Exhibit Space**: Exhibitors must maintain and keep their exhibit space and the contracted space in good order, at their expense.

5. **Insurance**: In all cases, exhibitors must insure their goods at their own expense.

6. **Protection of Exhibit Space**: Nothing shall be posted, tucked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the hotel without the permission of ISPE and a representative of the hotel. Packing, unpacking, and assembly or exhibits shall be done in designated areas and conform to instructions of ISPE or hotel representatives.

7. **Default Occupancy**: An exhibitor who fails to occupy contracted space is not relieved of the obligation to pay for such space at the full rental price, and ISPE shall have the right to use that space.

8. **Use of Space**: Exhibits will be permitted in the official exhibit area established by ISPE. Exhibitors shall not distribute printed matter, samples, or souvenirs, except from rented space. There shall be no sales of any kind, for neither cash or credit, for immediate or future delivery, nor shall there be any order taking.

9. **Cancellation or Relocation of Meeting**: If cancellation or relocation of meeting is due to circumstances within ISPE’s control, ISPE’s liability will be limited to a refund of fees to the exhibitor. If ISPE has no control over the cancellation or relocation, ISPE will have no liability of any kind, but may at its discretion, refund any fees paid by the exhibitor.

10. **Liability**: ISPE does not assume any responsibility for the protection or safety of the exhibitor, its official, agents, or employees. ISPE does not assume any responsibility for the protection of property of the exhibitor or their representatives, or of the property used in connection with the exhibit, from theft, damage, or destruction. Small or easily portable articles shall be properly secured or removed after exhibit hours and placed in safekeeping by the exhibitor. The exhibitor agrees to hold ISPE from all such claims and claims of liability of any kind arising from the activities of the exhibitor, its representatives, or from the display or use of property of the exhibitor. ISPE shall not be liable for the exhibitor for failure to provide space to an exhibitor if non-delivery is due to destruction to the building or the exhibit space.

11. **Violation of Condition**: The following actions shall constitute a violation of “Conditions of the Exhibitor Agreement”: 1) violation of any municipal, provincial, or national laws, rules, or regulations, including safety codes; and 2) failure to follow procedures prescribed in Sections 1-10.

12. **Distribution of Printed Material**: Distribution of materials by exhibitors or their agents is limited to the area rented by the exhibitor. Flyers or other printed material may NOT be delivered to hotel rooms of ISPE registrants without advance permission from the Hotel. Any costs for such authorized distribution shall be the sole responsibility of the exhibitor. Other than the above, advertising circulars, brochures, etc. may only be distributed from exhibit booths, and may not be placed in any meeting room or in the ISPE registration area.

13. **Exhibitor Seminars, Lectures, Food Functions, Etc**: As a condition of receiving exhibit space, the Exhibitor agrees not to conduct sponsor, or promote any general seminars, lectures, or clinics in the same geographical area (within a radius of 50 miles, 80.5 km) for a period of three days prior to or following the annual meeting.

14. **Food or Beverage in Exhibitor Booths**: No food, beverages or tobacco products of any type may be sold or distributed from an exhibit booth.

15. **Price List**: Advertisements, exhibit materials or promotion may include prices, but shall not make price comparisons with competitive products.

16. **Removal of Exhibits by ISPE**: ISPE has the right to prohibit, bar, prevent and remove any exhibit or proposed exhibit, or any part or portion thereof, which in the judgment of ISPE is unsuitable or inappropriate for the exhibition. Such right shall extend to, but shall not be limited to, all equipment, materials, displays, installations or other items or things consisting of, part of, or used or distributed in connection with such exhibit. Specific punitive actions may be taken against companies that are determined by ISPE to have violated any provision of these rules and regulations. If an exhibitor’s display is not erected by 1700 on 22 August 2004, ISPE will authorize the official contractor to install the display in order that the empty containers can be removed from the exhibit area for storage. The exhibitor will be responsible for any changes resulting from this action.

17. **Selling of Products or Services**: All transactions must be conducted in a manner consistent with the professional nature of the exhibits.

18. **Violation of Condition**: The following actions shall constitute a violation of “Conditions of the Exhibitor Agreement”: 1) violation of any municipal, provincial, state, or national laws, rules, or regulations, including safety codes; and 2) failure to follow procedures prescribed in Sections 1-18.

19. **Acceptance of Exhibit Contracts**: ISPE may refuse space to any company or individual whose products or services, in the judgment of ISPE, do not further the educational and/or scientific purposes of the annual meeting.