EXHIBIT SPACE APPLICATION

INSTRUCTIONS: Enter your company’s information in the fields below and sign. Return the completed application to cns@corcexpo.com. Applications submitted on or before June 1, 2024 must include a 50% deposit, payable in U.S. funds and drawn on a U.S. bank. Applications submitted after June 1, 2024 must include full payment.

COMPANY NAME – AS IT SHOULD APPEAR IN THE SCIENTIFIC PROGRAM

The CONTACT PERSON listed below will receive ALL exhibitor communications:

CONTACT PERSON

CONTACT PHONE NUMBER

CONTACT EMAIL ADDRESS

COMPANY CONTACT INFORMATION to appear in meeting publications:

STREET

CITY/STATE/ZIP

PHONE NUMBER (IF DIFFERENT THAN ABOVE)

WEBSITE

EXHIBIT SPACE RENTAL

Price per square foot:

Advance Rates*  Standard Rates
Expires January 31  After January 31

Inline Booths  $37  $40
Corner Booths  $39  $42
Island Booths (20’ x 20’ and larger)  $41  $44

CANCELLATION POLICY

Requests for cancellations or reductions in exhibit space must be sent in writing to the CNS Exhibit Office. If written notice is received:

• on or before January 31, 2024, CNS will retain 50% of the value of space being vacated.
• between February 1 and May 31, 2024, CNS will retain 75% of the value of the space being vacated.
• on or after June 1, 2024, CNS will retain 100% of the value of the space being vacated.

Please refer to section two on the following page entitled, “CANCELLATION AND REFUNDS” for full details.

LOCATION PREFERENCES: Please indicate the location and configuration of the booth space requested. Applications received without payment will not be processed.

1st Choice __________________  2nd Choice __________________
3rd Choice __________________  4th Choice __________________

We prefer NOT to be next to or across the aisle from:

METHOD OF PAYMENT:

☐ Check: The enclosed check is in the amount of $ ___________

Remit To:  Congress of Neurological Surgeons
  PO Box 485
  LaGrange, IL 60525-0485

☐ Credit Card: Pay online using this link:

http://www.corcexpo.com/cns-payment

WE AGREE TO ABIDE BY ALL RULES AND REGULATIONS GOVERNING THE EXPOSITION & WE ACKNOWLEDGE & ACCEPT ALL INDEMNITY, WAIVER & RELEASE PROVISIONS AS PRINTED ON THE REVERSE SIDE HEREOF AND WHICH ARE A PART OF THIS APPLICATION. ACCEPTANCE OF THIS APPLICATION BY SHOW MANAGEMENT CONSTITUTES A CONTRACT.

PRINT NAME

AUTHORIZED SIGNATURE

DATE

SQUARE FEET  X  RATE  =  TOTAL AMOUNT DUE

FOR OFFICE USE ONLY

Booth Number:

Size:
The Congress of Neurological Surgeons (CNS), its authorized representatives, and Corcoran Expositions, Inc. are hereinafter referred to collectively as "CNS." All capitalized terms not otherwise defined in these General Rules and Regulations shall have the meaning given on the reverse side hereof or hereinafter referred to as "Exhibitor." All other capitalized terms not otherwise defined in these General Rules and Regulations shall have the meanings given on the reverse side hereof.

1. PAYMENT OF SPACE.

a. Each Exhibitor shall be provided an Official Exhibitor Kit. The Exhibitor Kit describes the type and arrangement of space being offered. Exhibitors must store the Exhibitor Kit in a safe location and be responsible for the security of the contents. Any or all damage to the Exhibitor Kit shall be the responsibility of Exhibitor.

b. Payment of the total space fees is due and payable by each Exhibitor at the time of booking space. Exhibitor shall be held responsible for the value of space as booked, including the value of any cancellation or reduction of space.

c. A 50% deposit by January 31, 2024, for an accepted order is required to reserve space for the 2024 annual meeting.

1. CANCELLATION AND REFUNDS.

a. Reductions in booth space will be treated the same as a cancellation according to the schedule listed below. (Space assignment of the show hall is based on a first come, first served basis and the remaining space is assigned according to the order in which the exhibitors request space.)

b. Effective unless such damage or injury may result from the gross negligence or willful misconduct of Show Management.

c. If a deposit is not received on or before January 31, 2024, CNS will retain 100% of the value of space being vacated.

d. Effective unless such damage or injury may result from the gross negligence or willful misconduct of Show Management.

1. USE OF SPACE, SUBLETTING OF SPACE. No Exhibitor shall assign, sublet or share the space allotted with another business or firm unless prior written approval has been obtained by Show Management. Exhibitors are not permitted to name new advertisements of non-exhibiting manufacturers, distributors, or agents in the exhibitor's display, parent or subsidiary companies excepted.

1. 23. Promotional materials must be confined to the limits of the purchased exhibit booth space. Sufficient space must be provided for keeping the aisles near its exhibit space free of congestion caused by advertisements or other promotions.

1. 25. Direct Sales. The sale of the product described in the Exhibit floor plan or label, or any other product not listed in the exhibit floor plan, shall be permitted only as long as the product is displayed and identified as the organization's sole right to use, display, and reproduce Exhibitor's name, trade names, and product names in any directory (print, electronic, or other media) that references the Exhibitor participating at the event and to use such names, in exhibits in the United States.

1. 26. Property Damage. Any and all damages, losses, expenses, and/or costs resulting from failure to observe this notice shall be payable by Exhibitor.

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1. 28. Property Damage. Any and all damages, losses, expenses, and/or costs resulting from failure to observe this notice shall be payable by Exhibitor.

1. 29. Property Damage. Any and all damages, losses, expenses, and/or costs resulting from failure to observe this notice shall be payable by Exhibitor.