



EXHIBITOR SUITE APPLICATION

An Exhibitor Suite is perfect for holding small staff meetings, meeting privately with potential clients, conducting investigator meetings, or hosting hospitality events and one-on-one product demonstrations. For your convenience, Extended Hours Suites have been added outside of the exhibit hall!

One-on-one demonstrations should not infringe on an attendee's schedule and should allow sufficient time for the attendee to visit another exhibit. Educational symposia are not permitted. Minimum size for a suite is 10' x 20'. All guests must be a registered attendee of Heart Rhythm 2017.

All Exhibitor Suites are provided with the following:

- 8' high black Velcro-friendly hard walls
- One locked door with key
- One 12" x 36" company ID sign to be displayed next to the door
- One double-sided street style sign for company identification
- Suite carpeting

Exhibitor Suite Pricing
\$39.00 Sq. Ft.

For Example:
10' x 20' = \$7,800
20' x 20' = \$15,600

Extended Hours Exhibitor Suite Times: Exhibitors who wish to use Extended Hours Suites outside of exhibit hall hours are required to coordinate with Deborah Howley.

Please Note: Exhibitors are responsible for all furnishings, electrical, and telecommunications requirements. Hospitality events along with food and non-alcoholic beverages may be served. All food and beverage must be ordered through the convention center's catering department, details and order forms available in your service kit. The exhibitor is responsible for pick up and return of the keys to the Exhibitor Suites and agrees to pay \$75 in the event of lost or damaged Exhibitor Suite key. Under no circumstance is an exhibitor allowed to deface or damage exhibiting property of the convention center while occupying the space.

Purchase Guidelines: The Priority Point Deadline to submit applications will be January 6, 2017. Suites will be assigned on priority point basis for those applying by this date. Applications submitted after January 6, 2017 will be assigned on a first-come first-served basis. Applicants will be contacted for review and approval of suite placement.

Payment Policy: 100 percent payment is due with this application.

Refund and Cancellation Policy: A 25 percent refund will be given if an Exhibitor Suite is cancelled on or before March 3, 2017. No refund will be given for cancellations after March 3, 2017. If an exhibitor cancels exhibit space, their Exhibitor Suite space will be canceled automatically and the same rules apply for the refund/cancellation policy. By signing this form, the Company agrees to abide by all rules and regulations which are outlined in the Exhibitor Suites Rules and Regulations and Exhibitor Service Kit for Heart Rhythm 2017.

For More Information: Contact [Deborah Howley](#) via email or at (phone): +1-856-302-0891

PAYMENT INFORMATION

Company Name: _____ **Phone No:** _____

Contact Name: _____ **Fax No:** _____

Email Address: _____ **Contact Cell:** _____

Type of suite being requested: **Exhibitor Meeting Suite** **Extended Hours Meeting Suites**

How is this suite being utilized? Brief description: _____

For payment by check: Make check payable to: **Heart Rhythm Society**

For payment by credit card: Total Amount: _____

American Express Name (as it appears on card): _____

VISA Card #: _____ Security Code: _____

MasterCard Credit Card Billing Address: _____

Exp. Date _____ Signature: * _____

* By signing of this application, you are agreeing to the [Exhibitor Suites Guidelines, Rules & Regulations](#).

MAIL TO: Heart Rhythm Society Exhibit Sales
 c/o A. Fassano & Company
 461 Route 168, Unit A,
 Turnersville, NJ 08012

EMAIL APPLICATIONS WITH PAYMENT INFORMATION TO THIS ADDRESS ONLY: processing@AFassanoCo.com

