



# 2025 Prospectus

May 23-25, 2025  
@The Cloister  
Sea Island, Georgia

# Exhibitor Information

## AGENDA AT A GLANCE

### Friday, May 23, 2025

4:00 PM - 6:00 PM **Exhibitor Registration & Set-up**  
6:30 PM - 8:30 PM Opening Reception\*

### Saturday, May 24, 2025

6:30 AM - 7:00 AM Exhibitor Registration & Set-up  
7:00 AM - 1:00 PM Exhibitor Viewing  
7:00 AM - 8:00 AM Breakfast & Exhibitor Viewing  
8:00 AM - 1:00 PM Scientific Assembly  
10:00 AM - 10:45 AM Break & Exhibitor Viewing

### Sunday, May 25, 2025

7:00 AM - 12:00 PM Exhibitor Viewing  
7:00 AM - 8:00 AM Breakfast & Exhibitor Viewing  
8:00 AM - 1:00 PM Scientific Assembly  
10:00 AM - 10:45 AM Break & Exhibitor Viewing  
12:00 PM **Exhibitor Breakdown Concludes**

**Note: Agenda times are subject to change.**

\*(# of Tickets based on Exhibit Level)

## ACCOMMODATION INFORMATION

Once you register for the meeting, you will receive the information to book your hotel room in the event confirmation email. Please *do not* contact the hotel to make a reservation until you have completed the exhibitor registration.

### IMPORTANT:

The allotment of rooms is based on your exhibit level and how many exhibitor reps are allowed per level (not including extra badges purchased). Rooms within the discounted room block are exclusive to registered exhibitors and attendees. Given the limited room block that we must allocate for registered attendees and registered exhibitors obtaining a hotel reservation at the host hotel is not a guaranteed benefit of exhibiting registration. In addition, not securing a hotel reservation at the host hotel does not void the agreed-upon refund terms included in the registration.

**Group Rates (Room rate only good while rooms are still available in the block)**

**Main Wing River View Room:** \$630/night plus taxes & fees\*

**Main Wing Garden View Room:** \$575/night plus taxes & fees\*

**The Inn at Sea Island:** \$265/night plus taxes & fees\*

\*The nightly rate at The Cloister is subject to a \$38.00 nightly Sea Island Club Resort Fee.

**IMPORTANT: A deposit equal to two (2) night's room charge will be required per reservation. The individual deposit is refundable until Tuesday, April 22, 2025. Cancellations received after this date will result in forfeiture of the deposit.**

## SET-UP & BREAKDOWN

The Exhibit Hall will be open for set-up from 4:00 PM - 6:00 PM on Friday, May 23, 2025. If you are unable to set up between these hours, you must set up on Saturday morning, May 24, 2025, beginning at 6:30 AM and be ready to exhibit promptly at 7:00 AM. Only one table per exhibitor is allowed unless an additional table or space is pre-purchased. You may break down your exhibit at any time; however, all exhibits must be fully broken down by 2:00 PM on Sunday, May 25, 2025.

## SHIPPING

All of the following information should be included on packages to ensure proper delivery:

**GNS Annual Spring Meeting - May 23, 2025**

**Your Company & Rep Name**

**ATTN: Lori Pratt**

**The Cloister at Sea Island**

**100 Cloister Drive**

**Sea Island, GA 31561**

## LOAD-IN & LOAD OUT

Please ship all deliveries to arrive **NO EARLIER than 3 DAYS prior to the event**. All deliveries must be cleared and scheduled with the Event Services Department. The Cloister at Sea Island takes no responsibility for delivered items and cannot inventory items when they arrive.

Exhibitors are responsible for covering the costs of their shipping fees. Equipment must be loaded and unloaded at the loading dock or pre-loading dock in accordance with the Resort's rules and local ordinances.

If items need to be shipped out after the meeting, representatives may leave their deliveries in the exhibitor room. **HOWEVER**, all shipping materials **MUST BE LABELED**, AND representatives should have all the necessary forms needed to ship out packages as they will not be provided by GNS or the hotel.

# Patron Levels



## GOLD LEVEL

**\$8,000**

- One (1) 6' exhibit table with Exclusive Top-Placement in the Exhibit Hall
- Complimentary Registration for Four (4) Badges for Company Representatives – includes Friday night reception\*
- One month online banner on the GNS website (includes your company's logo, clickable link to your company's website, and short 75-word or less "About Us" blurb)
- One (1) Social Media Spotlight - postings to showcase your company/product on the GNS Facebook and Twitter accounts
- Company Logo on the GNS website noted as a Gold Patron with a live link to your company's website.
- Onsite Signage – Company logo on patron signage throughout the activity
- Meeting Conference App – Recognition as a Gold Patron
- Two (2) Push Notifications in the conference app
- Pre/Post Attendee List

## SILVER LEVEL

**\$5,000**

- One (1) 6' exhibit table with assigned placement in the Exhibit Hall
- Complimentary Registration for Three (3) Badges for Company Representatives – includes Friday night reception\*
- Company Logo on the GNS website noted as a Silver Patron
- Onsite Signage – Company logo on patron signage throughout the activity
- Meeting Conference App – Recognition as a Silver Patron
- One (1) Push Notification in the conference app
- Pre/Post Attendee List

## BRONZE LEVEL

**\$3,500**

- One (1) 6' exhibit table with assigned placement in the Exhibit Hall
- Complimentary Registration for Two (2) Badges for Company Representatives – includes Friday night reception (**NO ADDITIONAL BADGE PURCHASE ALLOWED AT THIS LEVEL**)
- Company Logo on the GNS website noted as a Bronze Patron
- Onsite Signage – Company logo on patron signage throughout the activity
- Meeting Conference App – Recognition as a Bronze Patron
- Pre/Post Attendee List

### TABLE/EXHIBIT LOCATION

All Exhibits will be in the Cloister II & III Ballrooms.

Table placement will be based on Exhibit Level.

#### IMPORTANT:

If bringing in a device/large equipment you must coordinate with GNS and Sea Island in advance to be able to display w/add'l table purchase

### ADDITIONAL BADGES FOR REPS

\$500 per Additional Rep

*(for a max of 2)*

*(Includes Friday night reception)*

#### **SILVER AND GOLD ONLY MAY PURCHASE ADDITIONAL BADGES. BRONZE IS INELIGIBLE.**

\*If your company requires *more* than 2 additional representatives in your desired sponsorship level, we request that you select the next highest tier sponsorship.

### ADDITIONAL TABLE OR SPACE

\$800 / 6' Table or Space - if you plan on bringing any device/equipment that could encroach into your neighbor's space or the the foot traffic in the aisle, we require that you purchase an additional space (equivalent to having an extra table) that would allow optimal space for attendee demonstrations & display.

-NOT INCLUDED IN EXHIBIT FEE-

Power, internet, and shipment handling fees are NOT included in the exhibit fee and are subject to an additional charge if needed



# Additional Exhibitor Support

## FOOD & BEVERAGE STATIONS

As a Food & Beverage Sponsor, your company booth will be strategically placed next to your selected food or beverage station. This a great opportunity to ensure that your sales representatives will be able to interact & establish relationships with physicians and speed up the buying process.

### **Food & Beverage Station Perks:**

- Ability to provide napkins with your company logo
- Ability to provide coffee mugs with your company logo\* (Available to Coffee/Tea Sponsor Only)
- Company signage will be provided at the selected station.

### FOOD & BEVERAGE

Coffee/Tea*	\$1,500
Break	\$500

\*Only 2 Available

## RECEPTION SPONSOR

Sponsor the Georgia Neurosurgical Society's Friday Night Opening Reception. Signs noting your sponsorship will be displayed at the event.

### SOCIAL EVENT

Friday Night Reception	\$3,000
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## NAME BADGE LANYARDS

### EXCLUSIVE

Because every attendee is required to wear a name badge during all meeting times, they will be wearing YOUR brand around their necks at all time! Sponsor will produce and provide 85 lanyards.

### NAME BADGE SPONSOR

Lanyard Sponsor	\$1,500
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## WIFI PASSWORD SPONSOR

### EXCLUSIVE

Your COMPANY NAME will be the customized WIFI PASSWORD. All attendees and users will be required to use your company name every time they log into the WIFI.

### WIFI PASSWORD SPONSOR

WIFI Sponsor	\$3,000
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## HOTEL KEY CARD SPONSOR

### EXCLUSIVE

Every attendee/exhibitor staying onsite at the hotel property will receive a key card with a graphic design of your choice noting your support. Sponsoring organization must supply artwork to GNS no later than 4/10/2025.

Please note: Artwork must be approved by hotel management and key card producer.

### HOTEL KEY CARD SPONSOR

Key Card Sponsor	\$3,000
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# Exhibitor Contract

Registration is available online at

[www.ganeurosurgical.org](http://www.ganeurosurgical.org)

## EXHIBITOR CONTRACT TERMS

1. If purchased, each company will have one (1) table for the Georgia Neurosurgical Society (GNS) Annual Spring Meeting.
2. Exhibitors are required to have a representative at their table at all times during exhibit hours.
3. The number of sales representatives allowed to exhibit at the meeting is based upon the number assigned in patron level. Each additional badge per company representative is \$500 (with a maximum of 2 additional badges per patron level)
4. Silver and Gold may purchase additional badges. Bronze is *ineligible* to purchase additional badges and must increase sponsorship level if more than 2 are needed.
5. Exhibitor set-up begins on Friday, May 23 at 4:00 PM. You may break down your exhibit at anytime; however, all exhibits must be fully broken down by 2:00 PM on Sunday, May 25, 2025.
6. All sound equipment must be regulated so that it does not disturb neighboring exhibits. GNS reserves the right to determine at what point sound constitutes interference with others and must be discontinued.
7. Due to regulations by the music industry regarding music at public meetings, conventions and shows, exhibitors may not play music during the trade show, either live or recorded.
8. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allotted to them.
9. GNS authorizes exhibitors to make retail sales of tangible personal property or service subject to sales tax. The exhibitor shall be solely responsible for any local, state or federal tax liability resulting from this contract or other tax implication arising from activities while exhibiting at the meeting.
10. Booths must be kept clean. The floor and display areas of the booth must be clear of debris. Exhibitors will be liable for any extra clean-up costs incurred due to displays, food machines and other means.
11. Use of electrical current is confined to lighting or the operation of such equipment that is harmless, noiseless and does not release undesirable odors.
12. Objectionable practices by exhibitors or official suppliers should be reported immediately to GNS management and not after the show is completed.
13. No children under 16 years of age will be allowed in the exhibit area at any time, unless accompanied by an adult.
14. It is agreed that GNS and the host facility shall not be liable for any damage to, or destruction of, any exhibit from any cause or for the theft or disappearance of any exhibit or any property contained in or about the exhibit booth area.
15. The exhibitor agrees to indemnify and hold harmless GNS and the host facility or their employees or their representatives against any and all liabilities for damage, injury or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees or their representatives.

**\*You must agree to these Terms & Conditions during the online registration process in order to exhibit.\***

15. GNS will only refund exhibitors who are pre-registered the cost of booth space and will not be held responsible or liable for charges or damages for any failure of performance due to acts of nature, labor disputes, and shortage of materials, governmental authority, or other circumstances beyond reasonable control of either party.
16. Neither GNS nor the host hotel maintains insurance covering property brought onto or stored on the resort's premises by exhibitors, and it is the responsibility of the exhibitor to obtain or maintain such coverage at their own expense.
17. Exhibitors will not offer educational/training programs within the show facility simultaneous to the GNS meeting and related programs.
18. This agreement includes a one-time list of; pre-meeting and post-meeting attendees.
19. MSL/Scientific Liaisons will only be permitted to attend on behalf of their organization if their organization is a registered exhibitor.

## BOOTH CONSTRUCTION

1. All electrical work and electrical wiring must be approved and installed in accordance with regulations established by the officials of the Fire Marshal's Office.
2. No construction will be allowed at the sides or above the booth that may obscure the view of any adjacent booths.
3. All materials used for decorating must be flameproof.
4. Construction and signs that are above 8 feet in height must be approved by the GNS.
5. All applicable cities, county and state codes and ordinances must be complied with as well as those of the host facility.
6. Nothing shall be posted on, tacked, nailed or otherwise affixed to columns, walls, floors or other parts of the buildings, furniture or equipment.
7. In order to meet the set-up deadline, the GNS management reserves the right to order labor to set-up any exhibit that is not in the process of being erected by 6:30 AM Saturday, May 24, 2025. The cost for this labor will be paid by the exhibitor. All exhibits must be fully broken down by 2:00 PM, Sunday, May 25, 2025.
8. The interpretation of all rules and regulations is the responsibility of the GNS Executive Committees or their designated representative. All decisions of said group or representatives are final.

## REFUND POLICY

Cancellations for all registered exhibitors 30+ days prior to May 23, 2025 are eligible for 50% refund. Cancellation 29 days or less before May 23, 2025 are not eligible for a refund. Given the limited room block that we must allocate for registered attendees and registered exhibitors obtaining a hotel reservation at the host hotel is not a guaranteed benefit of exhibiting registration. In addition, not securing a hotel reservation at the host hotel does not void the agreed-upon refund terms included in the registration.

By signing this document, I agree and adhere to all policies and regulations. I guarantee payment in full due to the amount indicated on the exhibitor registration form before or on the date of the meeting or I understand that my company will not be able to exhibit. If for any reason, the GNS Annual Meeting must be cancelled, management is not liable for any costs other than entry space fees that are already pre-paid. If the date or location must be changed for any reasons beyond management's control, it is agreed that the booth fee is non-refundable as a date or location change will be provided. Should my company decide to cancel this agreement and not exhibit at the event, a 50% refund will be issued if cancelled 30+ days prior to May 23, 2025. Cancellations 29 days or less before May 23, 2025 are not eligible for a refund. Must allow 6-8 weeks for refund processing.