

4th Biennial Conference of the International Society for Bipolar Disorders

SPONSORSHIP AND
EXHIBITION PROSPECTUS



International Society
for Bipolar Disorders



17-20 MARCH 2010 GRAND HYATT, SAO PAULO, BRAZIL

WWW.ISBD2010.ORG



All enquiries should be directed to:



c/o ISBD 2010

ICMS Pty Ltd
84 Queensbridge Street
Southbank VIC 3006
Australia

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4th Biennial Conference of the International Society for Bipolar Disorders

CONTENTS

Invitation	2
Committee	3
The Society	3
Your Host City – São Paulo, Brazil	3
Preliminary Program	4
Sponsorship Opportunities	4
Exhibition	7
Application Procedures	8
Sponsorship and Exhibition Application form	9
Exhibitor Regulations	11

INVITATION

We would like to invite you to the 4th International Society for Bipolar Disorders Conference, which is due to take place in São Paulo, Brazil, from 17–20 March 2010. Brazil is an energetic and colorful backdrop for this exciting meeting, and has been regularly voted as a top destination for travellers' worldwide. ISBD is the premier global bipolar disorder research and advocacy group, and this is the official biennial meeting of the Society. The ISBD is committed to diversity and inclusiveness in all its activities, and aims to bring together international scientists and clinicians to advance shared goals.

Bipolar disorder is one of the most active and rapidly evolving areas of psychiatry, and this meeting will provide an opportunity to hear cutting edge findings, presented by a select panel of internationally recognized experts in the area. The educational program will comprise plenary lectures, symposia, workshops, oral communications and poster sessions, and a forum for involving patient advocacy and support groups.

We welcome you to join us for what we are sure will be a memorable, informative and enjoyable meeting.

Best wishes

Michael Berk, Chairman, ISBD

Mark Frye, Vice Chair, ISBD and Co-chair, Conference Committee

Flavio Kapczinski, Vice Chair, ISBD and Co-chair, Conference Committee

John Tiller, Secretary/Treasurer, ISBD

THE SOCIETY

Bipolar disorder is a severe and debilitating mental illness, which has in the past decade started to receive the necessary attention from societies, researchers, practitioners, government, and private funding agencies. In response to the need for further awareness, education and research on this severe mental illness, the International Society for Bipolar Disorders was created. The objective of the Society is to become the recognized forum to foster ongoing international collaboration on education and research with the intent to advance the treatment of all aspects of bipolar disorders and to improve outcomes and quality of life for those with bipolar disorder and their carers/family members.

The Society is growing in membership with an elected board representing 10 countries and a membership representing 50 countries. The ISBD is a major source for emerging research and clinical data on bipolar disorders and is the only bipolar focused, research-oriented Society working to bring this data to patients, families and other mental health professionals working on the front lines of bipolar care. The Society currently offers a number of supported memberships to psychiatric trainees, as well as two research awards; the Samuel Gershon Awards for Junior Investigators, and a bipolar research focused fellowship award. In addition to its work to support bipolar education among trainees, fellows and young investigators, the ISBD is also moving the field forward through the development of working groups in the areas of diagnostic guidelines, safety and monitoring, neurocognition, and bipolar course and outcome nomenclature. 'Bipolar Disorders' – An International Journal of Psychiatry and Neurosciences, which is the official journal of the Society, received its 2007 impact factor of 4.442, ranking it 13th out of 94 rated psychiatric journals.

YOUR HOST CITY – SÃO PAULO, BRAZIL

São Paulo is the largest city in Brazil and fifth in the world by population. It is located in the south east of the country and is the most ethnically diverse city of Brazil.

São Paulo's attraction lies in its people and its vibrant cultures. The city possesses significant ethnic minority groups, including substantial Italian, German, Portuguese and Japanese communities.

São Paulo is Brazil's most modern and cosmopolitan city. It offers visitors an array of outstanding cuisines, the finest museums in South America and a surrounding coastline with beautiful beaches.

São Paulo generally enjoys good weather and March to June is Fall with temperatures ranging from 15–28°C.

There are three airports in São Paulo with the main São Paulo International Airport only 30km from the city center.

CONFERENCE VENUE

Grand Hyatt Sao Paulo

Avenida das Nações Unidas 13.301, Sao Paulo, Brazil 04578-000

www.saopaulo.grand.hyatt.com

Located on Avenida das Nações Unidas, Grand Hyatt São Paulo occupies a strategic position in the heart of the new, prestigious Marginal Pinheiros business and financial district, close to the offices of major international and national corporations and to several major shopping centres.

Designed to be the perfect location for meetings, presentations, seminars and conferences, where luxury and sophistication are evident in all aspects, the Grand Hyatt allows you to organise all manner of events, from a simple meeting to the most elaborate celebration. The main advantage of the Grand Hyatt is the flexibility of its architecture, designed to meet the expectations and needs of conference delegates and meeting planners from around the world.



COMMITTEE

Professor Michael Berk
(Chairman, ISBD)

Professor Mark Frye
(Co-chair)

Professor Flavio Kapczinski
(Co-chair)

Professor John Tiller
(Secretary/Treasurer)



International Society
for Bipolar Disorders

PRELIMINARY PROGRAM

Sao Paulo: Scientific Program
17–20 March 2010

Wednesday 17 March	Thursday 18 March			Friday 19 March			Saturday 20 March
	Plenary 8:30			Plenary 8:30			Plenary 8:30
	Break 10:00			Break 10:00			Break 10:00
	Plenary 10:30			Plenary 10:30			Plenary 10:30
	Lunch / Satellite 12:00 noon			Lunch / Satellite 12:00 noon			
	Par 1	Par 2	Par 3	Par 1	Par 2	Par 3	
Welcome Reception 17:30 – 19:00	Par 1	Par 2	Par 3	Par 1	Par 2	Par 3	
	Poster Session 16:00			Poster Session 16:00			
Satellite Meeting 19:00 – 21:00	Dinner / Satellite 18:00			Dinner / Satellite 18:00			

SPONSORSHIP OPPORTUNITIES

The 4th Biennial Conference of the International Society for Bipolar Disorders provides sponsoring companies with excellent opportunities to increase their profile and promote their commitment and interest to professional delegates. If these sponsorship opportunities do not meet your requirements, the Conference Office will be pleased to discuss individual requirements with potential sponsors, to maximise the benefits achievable from this meeting.

MAJOR SPONSOR STATUS

Major Sponsorship status is awarded to companies who exceed the purchase of USD 75,000 on Sponsorship/and or Exhibition space. Sponsors are free to select their preferred requirements and once the value of USD 75,000 is reached, Major Sponsorship status is achieved.

The Conference Organisers recognise the partnership between science and industry and the valuable contribution made by companies.

We would like to recognise and highlight Major Sponsors by value adding wherever we can. Whilst we will recognise all sponsors, those afforded the title of Major Sponsor, will receive benefits exclusive to this level of sponsorship.

Sponsors will be treated on a first-come, first-served basis and sponsorship items are open to all.

Major Sponsors will enjoy the following marketing opportunities and benefits (subject to first-come, first-served basis).

- » Negotiated choice of date for a Satellite Symposium
- » Priority choice of a block hotel booking
- » Option for discounted rate on bulk registrations
- » Use of the Conference logo for own advertising is restricted (advertising specific to the ISBD meeting only)
- » Acknowledgment on Conference signage
- » Acknowledgment on the Conference website
- » Sponsor logo and company description on the Conference website (one only)
- » Sponsor website address linked to sponsor name and logo on the Conference website
- » Acknowledgment in the Conference Final Program
- » Satchel inserts for inclusion in delegate satchels (to be provided by sponsor and benefit subject to approval based on packages secured)
- » Delegate list (subject to any relevant Privacy Laws) at the close of the early bird registration deadline

SATELLITE SYMPOSIA

Companies are invited to schedule Satellite Symposia within the official scientific program of the Conference. Early booking will ensure that information about your Symposium will appear in all official Conference publications.

SPONSORED UNOPPOSED EVENING SATELLITE SYMPOSIA

USD 24,000

Evening Symposia will take place unopposed and will be 2 hours in duration. Dates and times can be negotiated at the time of application. Companies are able to structure their own program and invite speakers of their own preference. Catering is not included in the fee, required catering to be provided by sponsor at own cost. This can be arranged through the Conference Organiser.

Benefits:

- » Provision of a room within the Conference Venue.
- » Static display in the meeting room during the Symposium (to be provided by sponsor).
- » Supply of standard audio visual equipment.
- » Acknowledgment in the Registration Brochure (if known at the time of printing).
- » Publishing of Symposium program in the Conference Final Program (subject to Conference printing deadlines).
- » Acknowledgment on the Conference website.
- » Sponsors may publish their own program, abstracts and proceedings.
- » One complimentary satchel insert for inclusion in the delegate satchels (to be provided by sponsor and subject to approval).
- » Ability to publicise and promote the Symposium to Conference delegates (subject to guidelines).
- » Full guidelines for Sponsored Unopposed Satellite Symposia are available from the Conference Office.

SPONSORED UNOPPOSED LUNCHTIME SATELLITE SYMPOSIA

USD 20,000

Lunchtime Symposia will take place unopposed and will be 1 hour in duration. Dates and times can be negotiated at the time of application. Companies are able to structure their own program and invite speakers of their own preference. Catering is not included in the fee, required catering to be provided by sponsor at own cost. This can be arranged through the Conference Organiser.

Benefits:

- » Provision of a room within the Conference Venue
- » Static display in the meeting room during the Symposium (to be provided by sponsor).
- » Supply of standard audio visual equipment
- » Acknowledgment in the Registration Brochure (if known at the time of printing).
- » Publishing of Symposium program in the Conference Final Program (subject to Conference printing deadlines)
- » Acknowledgment on the Conference website
- » Sponsors may publish their own program, abstracts and proceedings
- » One complimentary satchel insert for inclusion in delegate satchels (to be provided by sponsor and subject to approval)
- » Ability to publicise and promote Symposium to Congress delegates (subject to guidelines)
- » Full guidelines for Sponsored Unopposed Satellite Symposia are available from the Conference Office.

Sponsorship of official program activities will be unrestricted educational grants with speakers and content being determined by the ISBD.



PLENARY SPEAKER SPONSOR

USD 16,000

The benefits of Plenary speaker sponsorship are:

- » Acknowledgment of Sponsor at the beginning of the Plenary Presenter's Session.
- » Static display in the meeting room during the Plenary Speaker's session (to be provided by sponsor).
- » Sponsor logo to be displayed on PowerPoint session slide at the commencement and end of the Plenary Speaker's presentation.
- » One full Conference registration.
- » Acknowledgment on the Conference website.
- » Acknowledgment in the Conference Final Program.

WELCOME RECEPTION

USD 15,000

The Conference Welcome Reception will be held on Wednesday, 17 March 2010. The event will be inclusive for all registered delegates attending the Conference.

- » Static display during the Welcome Reception.
- » Naming rights to the Welcome Reception.
- » Two complimentary tickets to the Welcome Reception.
- » Acknowledgment on the Conference website.
- » Acknowledgment in the Conference Final Program.

PARALLEL SCIENTIFIC SESSION SPONSOR

USD 10,000

The benefits of parallel speaker sponsorship are:

- » Acknowledgment of Sponsor at the beginning of the Parallel Scientific Session.
- » Static display in the meeting room during the Parallel Scientific Session (to be provided by sponsors).
- » Sponsor logo to be displayed on PowerPoint session slide at the commencement and end of the Parallel Speaker's presentation.
- » One full Conference registration.
- » Acknowledgment on the Conference website.
- » Acknowledgment in the Conference Final Program.

POSTER SESSION SPONSOR

USD 10,000

The benefits of poster session sponsorship are:

- » Acknowledgment of Sponsor at the Session
- » Sponsor logo to be displayed on Poster Board numbers.
- » One full Conference registration.
- » Acknowledgment on the Conference website.
- » Acknowledgment in the Conference Final Program.

PARALLEL SPEAKER SPONSOR

USD 8,000

The benefits of parallel speaker sponsorship are:

- » Acknowledgment of Sponsor at the beginning of the Parallel Presenter's Session.
- » Static display in the meeting room during the Parallel Speaker's session (to be provided by sponsor).
- » Sponsor logo to be displayed on PowerPoint session slide at the commencement and end of the Parallel Speaker's presentation.
- » One full Conference registration.
- » Acknowledgment on the Conference website.
- » Acknowledgment in the Conference Final Program.

SATCHELS

USD 8,000

All delegates attending the Conference will be provided with a Conference Satchel. Satchels can be organised by the Committee or by the Sponsor, subject to Committee standards and regulations.

- » Company logo printed on the satchel.
 - » Acknowledgment on the Conference website.
 - » Acknowledgment in the Conference Final Program.
-

CONFERENCE FINAL PROGRAM

USD 7,000

Each delegate receives a Final Program that contains all Conference related information complete.

- » One full page advertisement in the Conference Final Program (artwork to be supplied by sponsor).
- » Logo acknowledgment on cover of the Conference Final Program.
- » Acknowledgment on the Conference website.

ABSTRACT BOOK

Cost and advertising details to be negotiated with the Committee.

PADS & PENS

USD 2,500

A pad and pen will be inserted into each delegate satchel. The provision of these items will be the responsibility of the sponsor.

- » Company logo can be printed on both the pads and pens.
- » Acknowledgment on the Conference website and on printed pre-Conference material.
- » Acknowledgment in the Conference Final Program.

SACHEL INSERTS

USD 2,000

Companies will have the opportunity to reach their target market by providing inserts in the Conference Satchels. Inserts may take the form of a flyer, brochure or CD promoting your organisation product or service. All inserts are subject to Committee approval.

GROUP REGISTRATION

15% Discount on Early Registration Fee

Sponsors will have the opportunity to receive a 15% discount on all delegate group bookings (over 10 registrations). Subject to the approval of the Committee.

EXHIBITION

The ISBD 2010 Organising Committee will be hosting an Exhibition to coincide with the Conference. The Exhibition will be held at the Conference venue.

Floor Plan

A floor plan is available from the Conference Organiser. Please contact the Conference Manager on +61 3 9682 0244 or isbd2010@icms.com.au to obtain further details.

Application Procedure

Stands will be allocated in order of receipt of application forms. To secure your space, please complete and return the application form with payment to ICMS Pty Ltd +61 3 9682 0288.

Exhibition Opening Hours

Wednesday, 17 March 2010	17:00 – 19:00
Thursday, 18 March 2010	08:00 – 17:00
Friday, 19 March 2010	08:00 – 17:00
Saturday, 20 March 2010	08:00 – 10:30

Move In and Set Up

Wednesday, 17 March 2010 finished by 15:00

Dismantling and Move Out

Saturday, 20 March 2010 10:30 – 23:59

NB: Exhibition hours are subject to change. Exhibitors will be notified if a change in hours occurs.

Space Only

USD 3,500 (3 metres x 3 metres = 9 m²)

Floor space only areas include the following features/services:

- » All cleaning of hallways
- » Materials handling equipment
- » One Final Program

Exhibitor Registration

Exhibitor Catering Packages will be available for purchase from the Conference Office. Tickets to the Welcome Reception are available at additional costs. This level of registration does not allow Conference session attendance.

If Exhibitors wish to attend Conference Sessions, registrations will be available via the Conference Website www.isbd2010.org

APPLICATION PROCEDURE

Application

Please complete the enclosed application form indicating your preference(s). Confirmation of your application will be forwarded to you together with the appropriate invoice.

The Conference Organiser will hold the confirmed sponsorship & exhibition items on your behalf for 30 days after the date of the invoice. If payment is not received by the required date, then the application will be automatically cancelled.

Sponsorship items and Exhibition space will be sold on a first-come, first-served basis. All costs are based on sole sponsorship and exhibition. Joint sponsorship may be considered. Please contact the Conference Organiser for further information.

Conditions of Payment

Initial deposit of 25% due within 30 days of application.

Additional 25% due no later than 12 months out from Conference.

Final payment of 50% (remaining balance) due no later than 6 months out from Conference.

All payments must be made in USD in the form of a bank draft made payable to the ISBD or direct telegraphic transfer via your bank and payable to:

Bank: ANZ Private

Bank Address: 3/100 Collins Street, Melbourne VIC 3000, Australia

Account Name: ICMS Meetings Pty Ltd ITF ISBD 2010

Account Number: 4836 96451

BSB Number: 013-606

SWIFT: ANZAU3M

It is essential that a copy of the stamped bank transfer details together with a copy of the completed application form are faxed to the Conference Organiser to assist in identifying your transfer on the Conference bank statements. The Conference will not be responsible for paying any bank fees charged for the transfer. Please ensure that all bank fees are covered in the transfer amount.

Cancellations

In exceptional circumstances, the Conference Manager will be prepared to consider the cancellation of their contract with sponsors, but only if the following conditions are complied with:

- » That the request for cancellation is submitted in writing.
- » That the request is received at least six months prior to the Conference commencing.
- » That the Conference Organiser is able to re-sell the sponsorship item.
- » That the reason given for the cancellation is, in the opinion of the Conference Organiser, well founded.
- » That the sponsor agrees that the Conference shall retain 10% of the contract price if the cancellation is accepted more than six months before the Conference commences, 50% of the contract price if the cancellation is accepted less than six months before the Conference commences and 100% of the contract price if the cancellation is accepted less than three months before the Conference commences.

Further Information

For further information on sponsorship opportunities or to apply for any of the sponsorship packages listed above, please return the enclosed application form to:



Conference Manager
ICMS Pty Ltd
84 Queensbridge St
Southbank VIC 3006 Australia

Phone: + 61 3 9682 0244
Fax: + 61 3 9682 0288
Email: isbd2010@icms.com.au
Website: www.isbd2010.org



SPONSORSHIP AND EXHIBITION APPLICATION FORM

Please fax to the Conference Office +61 3 9682 0288



International Society
for Bipolar Disorders

CONTACT DETAILS

Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Professor	First Name:	
Family Name:		
Position:	Organisation / Institution:	
Address (No/Street):		
City:	State:	Postcode/Zip:
Country:	Email:	
Phone:	Fax:	

(Please ensure you add Country and Area code)

SPONSORSHIP

All costs are in US Dollars (USD).

Sponsorship Item	Value	<input checked="" type="checkbox"/>	Total
Sponsored Unopposed Evening – Satellite Symposia	USD 24,000	<input type="checkbox"/>	USD
Sponsored Unopposed Lunchtime – Satellite Symposia	USD 20,000	<input type="checkbox"/>	USD
Plenary Speaker Sponsor	USD 16,000	<input type="checkbox"/>	USD
Welcome Reception	USD 15,000	<input type="checkbox"/>	USD
Parallel Scientific Session Sponsor	USD 10,000	<input type="checkbox"/>	USD
Poster Session Sponsor	USD 10,000	<input type="checkbox"/>	USD
Parallel Speaker Sponsor	USD 8,000	<input type="checkbox"/>	USD
Satchels	USD 8,000	<input type="checkbox"/>	USD
Conference Final Program	USD 7,000	<input type="checkbox"/>	USD
Abstract Book	To be negotiated	<input type="checkbox"/>	USD
Pads & Pens	USD 2,500	<input type="checkbox"/>	USD
Satchel Inserts	USD 2,000	<input type="checkbox"/>	USD
Group Registration*			
Total Sponsorship Amount			USD

* You will be contacted by the Conference Office.

EXHIBITION

We confirm the following exhibition items. All amounts are in US dollars (USD)

Exhibition type	Value	Total Exhibition Size				Total value
Space only stand	USD 3,500 per 9m ²					USD
Stand Number Preference:	1st	2nd	3rd	4th		
Total Exhibition Amount					USD	
TOTAL COST:					USD	

Authorisation

I am authorised to sign documents on behalf of the company and acknowledge that the company will pay all costs as detailed on this application and follow the guidelines and conditions as listed in the Sponsorship and Exhibition Kit.

Name:	Signature:	Date:
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PAYMENT DETAILS

TT and EFTs

Please contact the Conference Organiser, ICMS on +61 3 9682 0244 for TT and EFT details

Cheques

Please make all cheques/drafts payable to **ISBD2010** and send to the Conference Organiser:

ISBD 2010

C/- ICMS Pty Ltd
84 Queensbridge Street
Southbank VIC 3006 Australia

EXHIBITION REGULATIONS

1 If the Exhibitors fail to comply in any substantial respect with the terms of this agreement the Organisers shall have the right to sell the space and the Exhibitor shall be liable for any loss suffered by the organisers thereby, and all monies paid by the Exhibitor hereunder shall be absolutely forfeited to the Organisers. If the Exhibitor fails to occupy the said space by the advertised opening of the show, the Organisers are authorised to occupy or cause the said space to be occupied in such manner as it may deem best for the interest of the Exhibition without refund to the said Exhibitor and without releasing the Exhibitor from any liability hereunder.

2 No exhibitor shall erect any sign, stand, wall or obstruction, which in the opinion of the Organisers interferes with an adjoining Exhibitor.

3 All exhibitors shall be producers, importers or representatives for goods and/or services displayed. No Exhibitor shall display on his stand any advertisement for goods manufactured and/or sold, or services provided by a non-exhibitor unless written permission has been obtained from the Organisers.

4 Dismantling the Exhibits. Exhibits must not be removed and displays not be dismantled either partially or totally, before the closing time on the last day of the Exhibition. All exhibits and display material must be removed as soon as possible and by the time indicated

5 Exhibitors shall comply with the rules and regulations stipulated by the Organisers, the venue management, the Health Department and the Metropolitan Fire Brigade and with all relevant State and Commonwealth Acts.

6 The Exhibitor will not damage any walls or floors or ceiling of the exhibition area in which his stand is located – by nails, screws, oil, paint, or any other cause whatsoever and the Exhibitor shall be liable for, and make good at its own expense, any such damage.

7 Exhibitors have seven (7) days in which to make their final payment when it falls due. After this time, if the final payment has not been received, the stand will be available for sale to another firm. All deposits paid to this stage will automatically be forfeited and no refund will be made. No Exhibitor shall occupy his stand space in the Exhibition until all monies owing to the Organisers by the Exhibitor are paid in full.

8 Exhibitors' Liabilities. The Exhibitor agrees and acknowledges that the Organiser shall not be liable for and hereby agrees to release and indemnify the Organiser its servants, employees, directors, subcontractors and agents from and against all liability, actions, suits, proceedings, damages, claims, demands, costs and expenses whatsoever (including without prejudice to the generality of the foregoing, any claim for costs, personal or property loss or damage, interest, contribution, indemnity, expenses and any compensation costs and disbursements paid by the Organisers to compromise or settle any such claims), which may be taken or made against or incurred or become payable by the Organisers its servants, employees, directors, subcontractors and agents or any other person or entity arising out of or in connection with the Exhibition howsoever caused whether or not such loss or damage is caused or contributed to either directly or indirectly as a result of any negligent or intentional acts, defaults, or omissions on the part of the Organiser, its servants, employees, directors, subcontractors and agents. Notwithstanding the indemnity hereby given, the Exhibitor undertakes to arrange appropriate third party liability insurance.

9 Insurance Liability. Neither the Organisers nor the venue owners will be responsible for the safety of any Exhibitor or any other person, any exhibit or property of any Exhibitor or other person or for the loss or damage of, or destruction to same, by theft or fire or any other cause whatsoever, or for any loss or damage whatsoever sustained by the Exhibitor for any reason whatsoever including but without prejudice to the generality of the foregoing any defect in the building caused by fire, storm, tempest, lightning, national emergency, war, labour disputes, strikes or lock-outs, civil disturbances, explosion, inevitable accident, force major, or any other cause not within the control of the Organisers or for any loss or damage occasioned, if by reason of happenings of any such event the opening of the Exhibition is prevented or postponed or delayed or abandoned, or the building becomes wholly or partially unavailable for the holding of the Exhibition. The Exhibitor agrees and undertakes to insure in their full replacement value the contents of his stand and all associated equipment and materials.

10 The Exhibitor is responsible for the safety of his products, display and stand. During the Exhibition and after moving out.

12 The Organisers reserve the right to postpone the holding of the Exhibition from the set dates, and to hold the Exhibition on other dates as near to the original dates as practicable, utilising the right only where circumstances necessitate such action and without any liability to the Organisers.

13 If due to any unforeseen circumstances it is found necessary to close the Exhibition on any day or days or to vary the hours the Exhibition is open the Organisers reserve the right to do so, at their sole discretion.

14 The Organisers may from time to time add to or vary the foregoing rules and regulations and do anything at their sole discretion they deem desirable for the proper conduct of the Exhibition, provided that such amendments or additions do not operate to diminish the rights reserved to the Exhibitor under this agreement and shall not operate to increase the liabilities of the Organisers.

15 Cancellation of Space: In exceptional circumstances the Organisers will be prepared to consider cancellation of their Contract with Exhibitors, but only if the following conditions are complied with:

(a) That the request for cancellation is submitted in writing;

(b) That the Organisers are able to re-let the cancelled space in its entirety;

(c) That the reason given for the request of the cancellations is, in the opinion of the Organisers, well founded;

(d) That the Exhibitor agrees that the Organisers shall retain 10 percent of the contract price if the cancellation is accepted more than twelve months before the Exhibition, 50 percent of the contract price if the cancellation is accepted after that time but greater than three months before the opening of the Exhibition and 100 percent of the contract price if the cancellation is accepted within three months of the opening of the Exhibition.

16 The Organisers reserve the right in unforeseen circumstances to amend or alter the exact site of the location of the stand and the Exhibitor undertakes to agree to any alteration to the site or the space re-allocated by the Organisers.

17 Conduct of Exhibitors and Representatives.

Annoyance: The Organisers reserve the right to stop any activity on the part of any exhibitor that may cause annoyance to other Exhibitors or visitors. Business must be conducted only from the Exhibitor's own stand and under no circumstances may this be carried out from a gangway or elsewhere in the Exhibition.

Microphones: The use of microphones and announcements (amplified or otherwise) is permitted, but the volume must not be such as to cause annoyance to other Exhibitors. The Organisers reserve the right to prohibit their use if in the Organisers' opinion any annoyance is being caused.

Gangways: Any encroachment upon gangways or passages shall be deemed to be a breach of contract and articles or goods found therein during the period of the Exhibition may be removed by the Organisers or their agents and the Organisers shall not be responsible for any loss thereto occasioned by such removal.

Publicity Material: Any publicity material shall be displayed and/or given away only from within the Exhibitor's own stand. Sponsorship activities shall only occur within the area of the Exhibitor's own stands – roving masseurs, wandering dancers etc. will not be allowed.

Competing Events: The Exhibitor shall not arrange competing events against any of the official Meeting events without prior written approval by the Meeting organiser and the convenor. All requests must be submitted no later than three months prior to the commencement of the meeting.

Timing: Exhibitors shall ensure that events arranged by them before and after Meeting will not overlap with Meeting activities – Breakfast Meetings must finish 15 minutes prior to the commencement of the program, and evening functions not commence until 30 minutes after the end of the program.

18 The Organisers shall not be responsible for any damages claimed by any person or persons who may be injured whilst in the area allotted to the Exhibitor and the Exhibitor agrees to indemnify the Organisers in the event of any claim made against the Organisers.

19 Right of Rejection. Exhibits are admitted to the Exhibition, and shall remain there, solely on strict compliance with these Rules and Regulations. The Organisers reserve the right to prohibit in whole or in part and reject any Exhibitor or his representative in the case of failure to comply with the Rules and Regulations. There shall be no return of payment if the Organisers deem such rejection or prohibition necessary.

20 No stand or area within a stand may be sublet in any manner without consent of the Organisers.

21 If there is any inconsistency between the provisions of these Regulations and the provisions of the Sponsorship Prospectus, these Regulations shall prevail.

22 Law of the Contract. The Contract is governed in all respects by the law of the State of Victoria and any legal action arising under the Contract shall be litigated only in the appropriate Court having jurisdiction in that State.

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