

**Society for Clinical Trials  
39<sup>th</sup> Annual Meeting  
May 20-23, 2018  
Hilton Portland & Executive Tower  
Portland, Oregon**



**Sponsor, Exhibitor and Advertiser Prospectus**



**This meeting attracts an international group of attendees interested in the design, conduct and analyses of clinical trials.**

*Don't miss this opportunity!*

<b>April 2, 2018</b>	<b>Deadline for sponsorship commitment &amp; reservation of exhibit and/or advertising space</b>
<b>April 5, 2018</b>	<b>Exhibit services kit sent to all exhibitors whose registration is received by March 20, 2018</b>
<b>April 13, 2018</b>	<b>Deadline for product description &amp; advertising artwork</b>
<b>April 20, 2018</b>	<b>Exhibit Cancellation Deadline</b>
<b>April 18, 2018</b>	<b>Hotel reservation deadline</b>

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## Attendee information

The Society for Clinical Trials (SCT) is the premier group through which you have the opportunity to inform health care researchers about your business or organization. The Society is an international organization of the world's top clinical trialists. The Annual Meeting attracts 500+ professionals from academia, government and private industry, including behavioral scientists, bioethicists, biostatisticians, clinical coordinators, computer scientists, data managers, dentists, epidemiologists, nurses, pharmacologists, students and physicians.

## Exhibitor Opportunities

As an exhibitor at the SCT 2018 Annual Meeting, you will have access to the world's top clinical trialists. In addition to your booth in a high traffic exhibit area, you will have the opportunity to meet and greet conference attendees during break times and at networking events. With this close contact, your company's products and services will have maximum visibility.

**Space is limited! Reserve your booth space early to ensure availability.**

### Exhibit Fees

8' x 10' area: \$1500

Areas include:

- \* One 6' draped table
- \* Two chairs
- \* 7" x 44" identification sign
- \* Security
- \* Program description and contact information in the official onsite Final Program book
- \* Two complimentary conference registrations
- \* (includes sessions & meals for 2 ½ days of meeting)

Please note that internet access is not included in the cost of your booth. Internet may be rented onsite through the hotel at an additional cost.

Not for profit and government organizations receive a discounted rate of \$1000. Proof of eligibility for this discount must be provided

## Exhibit Details

### Exhibit Hours

Monday, May 21, 2018  
8:00 AM - 5:30 PM

Tuesday, May 22, 2018  
8:00 AM - 5:00 PM

*Exhibits will be set up throughout the day in the general traffic area of the SCT breakout sessions. The prime exhibit time will be during 30 minute breaks in the AM and PM, during which refreshments will be served and all attendees will be gathered in the same area to visit exhibitors and view posters.*

### Exhibit Move In and Move Out Schedule

#### Exhibit Decorator Installation

Sunday, May 20, 2018  
12:00 PM - 3:00 PM

#### Exhibitor Set-up

Sunday, May 20, 2018  
3:00 PM - 5:00 PM

#### Dismantling

Tuesday, May 22, 2018  
5:00 PM

## Exhibitor Details, Rules & Regulations

### Exhibitor Services

Exhibit services kits will be emailed to all confirmed exhibitors eight weeks prior to the show (by April 5, 2018). The exhibit services kit will include show shipping information.

### Cancellation

Space and refund of space rental is subject to the following conditions:

- a. Exhibitor shall give written notice of cancellation to Society for Clinical Trials, 100 N. 20th Street, Suite 400, Philadelphia, PA 19103 USA by Friday, April 20, 2018.
- b. If written notice is received by Friday, April 20, 2018 and if space is resold, space rental will be refunded at 75% of full exhibit fee.
- c. Exhibitors failing to occupy assigned space by 9:00 AM, Monday, May 21, 2018 or failing to cancel prior to 30 days before the show or fully abide by the other terms and conditions of this agreement shall forfeit said space and space rental and shall be held responsible for the entire amount due.

### Liability

The Society for Clinical Trials, Inc., Hilton Portland & Executive Tower, and (exhibitor), their employees, officials, agents, directors, or representatives are not liable for any damage or loss that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever. Insurance and liability are the full and sole responsibility of the exhibitor. The exhibitor, on signing this contract, agrees to indemnify and hold forever harmless the aforementioned for any and all liability and expenses for personal injury, accident, or property damage from fire, theft, destructive cause, or loss arising out of it, in, or in connection with the exhibitor's display.

### Presentation of Products or Services

The purpose of the Conference Exhibit Area is to further the education of the Conference registrants by providing information on products and/or services pertinent to the participants' professional interests. Canvassing in Exhibit Area by non-exhibiting persons or firms is strictly prohibited. Society management reserves the right to restrict exhibits that because of noise, method of operation, materials, or for any reason become objectionable, and also to prohibit or to evict any exhibit that in the opinion of Society management may detract from the general character of the Society for Clinical Trials as a whole. This reservation includes persons, things, conduct, printed matter, or anything of a character that the management determines is objectionable. In the event of such a restriction or eviction, the Society for Clinical Trials is not liable for any refunds or other exhibit expenses.

### Product/Service Description

The space application requests that you provide a 50-word or less description of your products or services, which will appear in the meeting program book. This information should inform the attendee of what he or she may learn while visiting your display. It is the responsibility of the exhibitor to provide this information. Please email company descriptions to Nicolette Pelbano at [npelbano@fernley.com](mailto:npelbano@fernley.com) by April 13, 2018. Only the company name and booth number will appear if the description is not received by Friday, April 30, 2018.

# Sponsorship & Advertising Opportunities

## Category: Corporate Sponsorships

Choose from any of the following programs to help increase your on-site visibility and build brand awareness with attendees. These include Year-Round General Society Exposure and Support benefits.

Benefits	Patron \$40,000	Diamond \$20,000	Platinum \$10,000	Gold \$5,000	Silver \$2,000	Bronze \$1,000
Complimentary memberships & registrations*	✓	✓	✓	✓	✓	
Prominent Acknowledgement on Annual Meeting signage	✓	✓	✓	✓	✓	✓
Acknowledgement (company name and logo) in onsite Annual Meeting Program Book	✓	✓	✓	✓	✓	✓
Corporate logo/link or name listed on SCT website+	✓	✓	✓	✓	✓	✓
Corporate logo/link or name listed on SCT newsletter for 1 year+	✓	✓	✓	✓		
Company write up in a SCT future newsletter	✓					
Corporate logo/link included on SCT sponsored webinars for a year	✓	✓				
Corporate logo/link or name on all SCT correspondence to membership for one year+	✓	✓	✓	✓	✓	✓
Thank you acknowledgement along with company logo or name listed in one issue of the SCT Journal+	✓	✓	✓	✓	✓	✓
<b>* Number of memberships &amp; registrations vary by level (16-Patron, 8-Diamond, 4-Platinum, 2-Gold, 1-Silver)</b>						
<b>+ Patron, Diamond &amp; Platinum Level includes logo/link. Gold, Silver &amp; Bronze is company name listed only.</b>						

## Category: Meeting a la Carte Sponsorships

Sponsorship opportunities are available to both exhibiting companies and those that are not purchasing an exhibit booth. However, a special discount of 15% on sponsorship rates is available only to exhibiting companies

### Annual Meeting Bag

- Tote bag provided to all meeting attendees
- Marked with your company logo and SCT logo
- Finished bag provided by advertiser
- Advertiser handles and pays shipping to Annual Meeting location

Non-Exhibitor Price      \$3,000  
*Special Exhibitor Price*      \$2,550

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### Promotional Insert in Annual Meeting Bag

- Single sheet (8.5" x 11") advertisement or smaller than 8.5" x 11" printed item such as bookmark
- 1-sided or 2-sided
- Finished copies provided by advertiser
- Advertiser handles and pays shipping to Annual meeting location

Non-Exhibitor Price      \$2,500  
*Special Exhibitor Price*      \$2,125

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### Custom Notebook/notepad Insert in Annual Meeting Bag

- Notepad 8.5" x 11" or smaller with company name/logo
- Finished notepads provided by advertiser
- Advertiser handles and pays shipping to Annual Meeting location

Non-Exhibitor Price      \$3,500  
*Special Exhibitor Price*      \$2,975

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### Custom Hotel Keycard

- Your company's name and logo on the hotel keycard. (approved by SCT)

Non-Exhibitor Price      \$3,500  
*Special Exhibitor Price*      \$2,975

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### Mobile Application

- Prime Placement on signage and advertisements in the app

Non-Exhibitor Price      \$2,500  
*Special Exhibitor Price*      \$2,125

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### Annual Meeting Lanyards

- Provided to all meeting attendees
- Marked with your company logo and SCT logo

Non-Exhibitor Price      \$2,000  
*Special Exhibitor Price*      \$1,700

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### Business Session Lunch

- Recognition on signage in lunch location
- Logo included in PPT presentation

Non-Exhibitor Price      \$2,000  
*Special Exhibitor Price*      \$1,700

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### Refreshment Break

- Signage (company name and logo) on refreshment tables during breaks
- Area for company literature/promotional products at designated break area

Non-Exhibitor Price      \$2,500  
*Special Exhibitor Price*      \$2,125

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### Pen/pencil insert in Annual Meeting bag

- Pen or pencil of any color with company name/logo
- Finished pens or pencils provided by advertiser
- Advertiser handles and pays shipping to Annual Meeting location

Non-Exhibitor Price      \$3,500  
*Special Exhibitor Price*      \$2,975

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# Category: Advertising Opportunities

Maximize your attendee exposure with an advertisement in the official onsite Final Program book. This Final Program is distributed to every attendee at Registration. The onsite Final Program’s schedule of events, workshop information, session descriptions and poster details guarantee that it will be referred to again and again throughout the meeting.

Ad Size	Color	Position	Rate	Dimensions	
Full Page	4-color	back cover	\$5,000	w 8" x h 10 ½"	**one available
Full Page	b&w	inside back cover	\$2,500	w 8" x h 10 ½"	**one available
Full page	b&w	run of book	\$1,500	w 8" x h 10 ½"	
½ page	b&w	run of book	\$950	w 8" x h 5"	
¼ page	b&w	run of book	\$750	w 3 ¼" x h 5"	

*\*\* Premium advertisements are available on a first-come first-served basis per date of receipt of payment.*

### Advertising Deadlines

*Ad space reservation/cancellation deadline*

**April 2, 2018**

*Ad artwork deadline*

**April 13, 2018**

### Mechanical Requirements

- All ads must be submitted in the following formats: EPS, PDF, or JPG.
- All files must be high resolution, with images at 300 dpi and text converted to outlines.
- Color artwork must be converted to CMYK.
- Black & White artwork must be converted to grayscale.
  - Full Page dimensions same as above Half Page dimensions same as above
  - ¼ page dimensions same as above

*\*\*There are no bleeds for ads.*

**Email artwork to [sct@fernley.com](mailto:sct@fernley.com) by April 13, 2018.**

**To Exhibit, Sponsor or Advertise:**  
 Please fill out and submit the following form with payment to:

Society for Clinical Trials 100  
 North 20th Street, Suite 400  
 Philadelphia, PA 19103  
 USA Telephone: +1 215 .320 .3878  
 Fax: +1 215 .564 .2175

**Deadlines Reminder!**

Exhibitor Application: April 2, 2018  
 Sponsorship Commitment: April 2, 2018  
 Advertising Space Reservation: April 2, 2018  
 Advertising Artwork: April 13, 2018

## Security

Exhibit management will provide necessary watchmen during the hours the exhibit area is closed. Security will be provided during the following hours: Sunday, 6:00 PM - 6:00 AM; Monday, 8:00 PM - 6:00 AM. The exhibitor is solely responsible for their exhibit material and should insure their exhibit against loss or damage. All property of an exhibitor is understood to remain in their care, custody, and control in transit to or from or within the confines of the exhibit hall.

## Social Event

A welcoming reception is planned for all participants of the 39<sup>th</sup> Annual Meeting of the Society for Clinical Trials on Monday, May 21, 2018 from 6:30 PM to 8:00 PM. A cash bar will be available for the evening.

## Space Assignment

Exhibitors will have the opportunity to choose their booth placement. Priority for space assignment will be in the order in which applications are received. Confirmed exhibitors will be contacted with a floor plan of the hotel so that the exhibiting company can select their preferred booth. The Society reserves the right to relocate space and/or adjust the floor plan if there are unoccupied booth .

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## Hotel Information

Hilton Portland & Executive Tower  
921 SW 6th Ave, Portland, OR 97204  
Tel: (503) 226-1611

### Standard Room Rate

SCT has secured a special group rate of \$219 for single or double occupancy per night plus tax at the Hilton Portland & Executive Tower. The SCT group rate is guaranteed until Wednesday, April 18, 2018 or until the block is filled, whichever comes first. Make your reservations online at [www.sctweb.org](http://www.sctweb.org) or at <https://aws.passkey.com/e/49275594> Guestrooms will be made available 3 days pre and post event dates, based on availability.

### Check In/Check Out Times

**Check-in:** 4:00 pm  
**Check-out:** 12:00 pm

### Parking

**Self parking:** Not Available  
**Valet:** \$45.00 (Valet Parking)

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## Travel Details

From the Airport: Take I-205 SOUTH and exit onto I-84 WEST. At the end of I-84 West you will reach a junction of I-5 North and South. Go SOUTH toward Salem (to your left). Immediately follow the City Center signs to cross the Morrison Bridge. Head STRAIGHT through the traffic light near the end of the bridge onto SW Washington St, go 1 block then turn LEFT onto 3rd Ave. Take 3rd Ave 6 blocks then turn RIGHT onto SW Main St. Take Main 3 blocks and turn RIGHT onto 6th Ave, our front doors are on left.

Distance from Hotel: 10 mi.  
Drive Time: 30 min.

### Transportation Information

Type	Typical Minimum Charge
Limousine	50.00 USD
Super Shuttle	14.00 USD
Rental Car	40.00 USD
Subway/Rail	2.50 USD
Taxi	35.00 USD



## Application for Exhibit Space

The Society for Clinical Trials is hereby authorized to reserve space for \_\_\_\_\_ at the 39<sup>th</sup> Annual Meeting, May 20-23, 2018, at Hilton Portland & Executive Suites. Exhibits are open May 21 & 22. .

**Please type or print all information.**

Company Name: \_\_\_\_\_

Name of Primary Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email address of Primary Contact: \_\_\_\_\_

Names of Representatives attending conference (two complimentary registrations only):

1. Name: \_\_\_\_\_ Email: \_\_\_\_\_

2. Name: \_\_\_\_\_ Email: \_\_\_\_\_

The exhibitor agrees to abide all exhibit terms, conditions, regulations set forth in this prospectus.

- **Cancellation Policy:** Exhibitor shall give written notice of cancellation to SCT by Friday, April 20, 2018, to receive a refund of 75% of exhibit fee.
- Exhibitors are responsible for the full booth fee for cancellations received after April 20, 2018.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please see other side of this form for Sponsorship and Promotional Item Information.

Fax this form to +1 .215 .564 .2175 or mail to SCT, 100 North 20<sup>th</sup> Street, Suite 400, Philadelphia, PA 19103

Government Organization  
\$1000

Nonprofit Organization  
\$1000

Other  
\$1500

Method of Payment:  Check  VISA  MasterCard  American

*\*Please make check payable to Society for Clinical Trials (U.S. Dollars drawn on a U.S. bank).*

Credit Card Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_



## Sponsorship/Advertising Reservation Form

We would like to offer the following annual support of the Society or items for the 39<sup>th</sup> Annual Meeting:

### Corporate Sponsorships

<input type="checkbox"/> Patron Supporter	\$40,000	<i>Companies that offer to support with a Sponsorship will be contacted by the SCT office for details on memberships and meeting registrations.</i>
<input type="checkbox"/> Diamond	\$20,000	
<input type="checkbox"/> Platinum	\$10,000	
<input type="checkbox"/> Gold Supporter	\$5,000	
<input type="checkbox"/> Silver Supporter	\$2,000	
<input type="checkbox"/> Bronze Supporter	\$1,000	

*Please refer to page 4 of the 2018 Prospectus for a list of all Sponsor Benefits.*

Total Sponsorship Opportunities = \$ \_\_\_\_\_

### Meeting a la Carte Sponsorships

<input type="checkbox"/> Annual Meeting bag	\$3,000	\$2,550 (exhibiting company discount)
<input type="checkbox"/> Promotional insert in Annual Meeting bag	\$2,500	\$2,125 (exhibiting company discount)
<input type="checkbox"/> Custom Notebook/notepad in Annual Meeting Bag	\$3,500	\$2,975 (exhibiting company discount)
<input type="checkbox"/> Custom Hotel Key	\$3,500	\$2,975 (exhibiting company discount)
<input type="checkbox"/> Mobile Application	\$2,500	\$2,125 (exhibiting company discount)
<input type="checkbox"/> Annual Meeting Lanyards	\$2,000	\$1,700 (exhibiting company discount)
<input type="checkbox"/> Business Session Lunch	\$2,000	\$1,700 (exhibiting company discount)
<input type="checkbox"/> Refreshment Break	\$2,500	\$2,125 (exhibiting company discount)
<input type="checkbox"/> Pen/Pencil Insert in Annual Meeting bag	\$3,500	\$2,975 (exhibiting company discount)

*Please refer to page 5 of the 2018 Prospectus for all production and shipping specifications for these items.*

Total Sponsorship Opportunities = \$ \_\_\_\_\_

### Advertising Opportunities

<input type="checkbox"/> Full Page 4-color	back cover	\$5,000	w 8" x h 10 1/2"	**one available
<input type="checkbox"/> Full Page b&w	inside back cover	\$2,500	w 8" x h 10 1/2"	**one available
<input type="checkbox"/> Full page b&w	run of book	\$1,500	w 8" x h 10 1/2"	
<input type="checkbox"/> 1/2 page b&w	run of book	\$950	w 8" x h 5"	
<input type="checkbox"/> 1/4 page b&w	run of book	\$750	w 3 1/4" x h 5"	

*Please refer to page 6 of the 2018 Prospectus for all production and art specifications and deadlines.*

Total Advertising = \$ \_\_\_\_\_

Please see other side of this form for Exhibitor Information.

Mail this form to SCT, 100 North 20<sup>th</sup> Street, Suite 400, Philadelphia, PA 19103

**Total Amount Due**  
**Amount Due** \$ \_\_\_\_\_

Method of Payment:     Check     VISA     Mastercard     American Express

*\*Please make check payable to Society for Clinical Trials (U.S. dollars drawn on a U.S. bank)*

Credit Card Number: \_\_\_\_\_      Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_

Billing Address: \_\_\_\_\_