



SES *by the Sea*  
SÉÉ *sur Mer*



CSHP  
SCPH Halifax August 7-10 d'août 2010

63<sup>RD</sup> SUMMER EDUCATIONAL SESSIONS  
63<sup>E</sup> SÉANCES ÉDUCATIVES D'ÉTÉ

August 7-10, 2010 • Exhibits Program: August 8 & 9, 2010

Halifax Marriott Harbourfront Hotel  
Halifax, Nova Scotia



Canadian Society of Hospital Pharmacists  
Soci t  canadienne des pharmaciens d'h pitaux

## Canadian Society of Hospital Pharmacists 63rd Summer Educational Sessions

### Société canadienne des pharmaciens d'hôpitaux 63<sup>e</sup> Séances éducatives d'été

August 7 to 10, 2010

#### Exhibits Program:

August 8 and 9, 2010

Nova Scotia Ballroom  
Halifax Marriott Harbourfront Hotel  
1919 Upper Water Street  
Halifax, NS B3J 3J5  
Tel.: (902) 421-1700  
Fax: (902) 422-5805

#### Accommodations:

Halifax Marriott Harbourfront Hotel  
Central Reservations: 1-800-843-6760 or (902) 421-1700

#### Exhibition Schedule

Sunday, August 8

10:15 - 10:45 Break, Exhibits, Posters

12:20 - 14:10 Lunch, Exhibits, Posters

Monday, August 9

10:10 - 10:40 Break, Exhibits, Posters

12:15 - 14:15 Lunch, Exhibits, Posters

#### Contact Information

Desarae Davidson  
30 Concourse Gate, Unit #3  
Ottawa, Ontario K2E 7V7  
Tel.: (613) 736-9733, ext. 229  
Fax: (613) 736-5660  
Email: ddavidson@cshp.ca

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## SES Exhibits: General Information

The following guidelines have been established to ensure proper installation of each exhibitor's booth. Please read the details carefully and follow the guidelines. Your cooperation will allow us to meet your expectations and will significantly contribute to the success of the show.

For further information prior to the show, please contact:  
Desarae Davidson  
Canadian Society of Hospital Pharmacists  
30 Concourse Gate, Unit # 3  
Ottawa, Ontario K2E 7V7  
Tel.: (613) 736-9733, ext. 229  
Fax: (613) 736-5660  
E-mail: ddaavidson@cshp.ca

### 1.1 DATES AND SHOW HOURS

The exhibit hall will be open to exhibitor personnel during the following hours:

#### Set Up

Saturday, August 7 • 08:50-15:00

Scheduled times will be issued to exhibitors July 31, 2010.

Aisles must be clear of all boxes and crates by 15:00 hours.

#### Show Hours

Sunday, August 8 • 10:15 -14:10

Monday, August 9 • 10:10 - 14:15

(with session between break and lunch)

#### Tear Down

Monday, August 9 • 14:15-19:00

Exhibits must be staffed at all times during the open hours of the exhibit hall and must remain intact until show closing on Monday, August 9 at 14:00 hours, at which time the dismantling may begin.

### 1.2 BOOTH CONSTRUCTION

#### Standard Booth

Each 8' x 10' booth space will be supplied with a standard drape booth.

All single and in-line booth back walls are restricted to 8' in height and side rails between the booths to 4' in height. No display at its full 8' height may extend out more than 4' from the back wall at that height. Any booth that is located on an outside perimeter wall may go up to a height of 12 ft. providing the ceiling height is sufficient.

### 1.3 EXHIBIT SPACE

#### Space Rental Includes:

- Draped booth consisting of 8' high back wall and 3' high sidewalls
- 24 hour security
- 1 draped table, 2 chairs, waste basket
- Exhibit personnel name badges
- Exhibitor package
- Company name listed in SES Final Program

#### Space Rental Does Not Include:

- Electrical outlet
- Booth sign
- Unpacking and drayage rigging
- Material handling
- Special utilities
- Extra booth furniture
- Floor coverings in booth
- Storage of empty containers during show

#### Exhibit Fees

Industry Corporate Member .....	\$2,034.25
Industry Corporate Member	
Educational Sessions Pass.....	\$350.00/day
Industry Corporate Non-Member .....	\$2,662.55
Industry Corporate Non-Member	
Educational Sessions Pass.....	\$455.00/day
Not-for-Profit.....	\$1,332.00

#### NEW! Educational Session Pass

If you wish to attend the educational program of the Summer Educational Sessions (SES) a daily pass is now available. This pass is valid for the day and can be shared by up to four representatives per booth per day.

Fees do not include 13% HST.

Payment must be received in full with the application for exhibit space to reserve a booth. You may use Visa, Mastercard, Amex as well as cheques. The space assignment is on a first come, first serve basis.

#### Exhibit Personnel

Exhibit fees allow for the attendance of up to 4 representatives per day per booth.

#### Refund Policy for Exhibit Booth

Cancellations received at CSHP national office in writing at least 60 days prior to the meeting, will be refunded less \$100.00 handling charge. Cancellations received after June 9th, 2010 will not be refunded.

### 1.4 OFFICIAL CONTRACTORS AND EXHIBITOR-APPOINTED CONTRACTORS

The exhibitor must inform CSHP of the name and address of the contractor and the work to be

performed. This information must be received in writing prior to July 3, 2010. Exhibitors who have not advised the CSHP in writing by this date must use the officially appointed contractor's labour.

The Canadian Society of Hospital Pharmacists, Halifax Marriott Harbourfront Hotel, Lange Transportation & Storage and Global Convention Services, are to be cross-insured on the contractor's insurance documentation for its operation and services provided for the CSHP SES 2010. Documentation evidence for the contractor's insurance if requested must be provided to CSHP by July 3, 2010. It is the responsibility of the exhibitor to ensure this documentation is provided prior to this deadline.

The installation contractor to be used by the exhibitor must agree to all rules and regulations of the CSHP SES 2010 as outlined in this Exhibitor Prospectus.

## Rules and Regulations

### 2.1 GENERAL LIABILITY

Exhibitors and their representatives hereby agree to indemnify and hold harmless The Canadian Society of Hospital Pharmacists, Halifax Marriott Harbourfront Hotel, Lange Transportation & Storage and Global Convention Services, the employees thereof and their representatives and agents, against any and all claims for loss, damage, theft or injury. Indemnification includes the period up to and immediately following the CSHP SES 2010. The exhibitor, on signing the application to exhibit, releases the foregoing from any and all claims for loss, theft, damage or injury.

#### Eligibility to Exhibit

The CSHP will determine the eligibility of any company, product or service to exhibit at the CSHP SES 2010. The following guidelines will be applied at the discretion of CSHP for accepting exhibitors' application.

### 2.2 SECURITY IN EXHIBIT AREA

CSHP cannot guarantee against loss or damage of any kind, but will endeavor to protect exhibitors by providing security on a 24 hour basis from Saturday, August 7th at 15:00 hours to Monday August 9th at 17:00 hours. Exhibit management will provide necessary security during exhibit hours to ensure those persons entering the hall are wearing proper badges, and after exhibit hours when the hall will be closed. Exhibitors who wish to remain in the hall after hours must identify themselves to security personnel. Exhibitors wanting to remove any goods or items from the hall must advise security.

### 2.3 LIABILITY AND INSURANCE

Exhibitors must carry their own fire, theft or other insurance. The CSHP will take responsible precautions to prevent losses and to protect the interest of exhibitors, however, under no circumstances will CSHP be liable for such losses however caused.

In addition, the exhibitor upon signing the application to exhibit agrees to hold harmless The CSHP, Lange Transportation & Storage Ltd. and Global Convention Services from any and all claims for loss or damage asserted against the aforementioned by any person as a result of, or in any way connected with, the wrongful acts or negligence of the exhibitor.

### 2.4 FIRE REGULATIONS

All exhibit equipment and material must be protected by safety guards and devices wherever appropriate. All display materials must be flame-proofed and subject to inspection by the Halifax Fire Department. No flammable liquids or substances of any kind may be used, stored or displayed in the Exhibit Hall. Aisles and exits must be kept clear at all times. All fire hose cabinets must be left accessible and in clear view at all times.

### 2.5 CARE OF THE HALIFAX MARRIOTT HARBOURFRONT HOTEL PROPERTY

The exhibitor is responsible for ensuring the care of the Halifax Marriott Harbourfront Hotel during the CSHP SES 2010. No signs, posters, or other items or articles are to be fastened to the hotel property by any means. The Halifax Marriott Harbourfront Hotel does not allow the use of thumbtacks, scotch tape, masking tape, nails, screws, bolts, clamps, tools or any adhesive materials or glue to be affixed to its property which could mark the floors, walls or fixtures of the facility. Your cooperation in adhering to this policy is appreciated.

### 2.6 BOOTH CARPETS

Halifax Marriott Harbourfront Hotel is carpeted. The exhibitor may install carpeting on top of the existing carpet within the dimensions of the booth space as outlined on the floor plan.

### 2.7 EXHIBIT BOOTH DECORATION

All exposed parts of displays must be draped or finished to present an attractive appearance when viewed from aisles or adjoining exhibits and must not be objectionable to other exhibitors or the CSHP. If such required draping is not ordered, the official supplier of Exhibit Services and Equipment, Global Convention Services, with approval of the CSHP may install it and charge the exhibitor.

Parts of exhibits, signs or other display materials may not be posted, taped, nailed or otherwise affixed to walls, doors, or any part of the Halifax Marriott Harbourfront Hotel, in any way that may cause damage. Damage caused by failure to observe this rule will be paid for by the exhibitor. It is not allowed to distribute helium-filled balloons to registrants. However, helium-filled balloons are allowed within the confines of the 8' x 10' booth, to a height of no more than 8'.

## Services

### 3.1 EXHIBIT DECORATING SERVICES

Global Convention Services has been appointed the official show services contractor for exhibit services, including installation and decoration, please contact Global Convention Services rentals department.

### 3.2 MATERIAL HANDLING AND ON-SITE EQUIPMENT

Lange has been appointed as the drayage contractor and supplier of on-site Equipment, please contact Lange. Attention Omar Khan.

### 3.3 BOOTH CLEANING

Lange has been appointed as the booth cleaning contractor, please contact Lange. Attention Omar Khan.

### 3.4 SUSPENDED SIGNS

Lange has been appointed as the exclusive contractor and supplier of on-site Equipment, please contact Lange. Attention Omar Khan.

### 3.5 TELEPHONE AND INTERNET SERVICES

The Halifax Marriott Harbourfront Hotel will coordinate telephone and internet services within the Nova Scotia Ballroom. Exhibitors are requested to make individual arrangements through the Halifax Marriott Harbourfront Hotel. A charge of \$75.00 per internet line is applicable. Please pre-order through Jennifer Gray at [jennifer.gray@marriott.com](mailto:jennifer.gray@marriott.com) or call 902-428-7813.

### 3.6 ELECTRICAL SERVICES

Lange has been appointed the exclusive supplier of electrical services. Please make your electrical arrangements with Lange, in advance of the conference. Lange order forms will be included with the confirmation package.

### 3.7 AUDIO VISUAL

Please make your audio visual arrangements with Marriott Event Technology. You may pre-order through Tom Hanley at [tom.hanley@marriott.com](mailto:tom.hanley@marriott.com) or 902-428-7876. Order forms will be included with confirmation package.

### 3.8 SHIPPING SERVICE

#### Advance Shipments

Exhibitors who require advance warehousing should complete the Lange "Advance Receiving" blue form in the Exhibitor Service Kit and address their shipment as follows:

Exhibitor Company Name  
CSHP 63rd Summer Educational Sessions  
Booth Number  
c/o Lange / Premier Van Lines  
31 John Savage Ave.  
Dartmouth, NS B3B 1Z9  
Attn: Omar Khan

### 3.9 SHIPMENTS DIRECTLY TO SHOW SITE

Exhibitor Company Name  
CSHP 63rd Summer Educational Sessions  
Booth Number  
Halifax Marriott Harbourfront Hotel  
1919 Upper Water Street  
Halifax, NS B3J 3J5

All shipments arriving prior to the official move-in date of August 7, 2010 at the Halifax Marriott Harbourfront Hotel will NOT be accepted and will be refused. Exhibitor shipments will be accepted only on the official move-in date of August 7, 2010.

## Customs Information

#### Shipments Originating Outside Canada

Exhibitor Company Name  
Attn: Commerce Customs Broker  
CSHP 63rd Summer Educational Sessions  
Booth Number  
Halifax Marriott Harbourfront Hotel  
1919 Upper Water Street  
Halifax, NS B3J 3J5

NOTIFY COMMERCE CUSTOMS BROKER FOR  
CUSTOMS CLEARANCE

## Official Suppliers

#### Show Services

Global Convention Services



Photo courtesy Destination Halifax

## CSHP 2009-2010 Industry Corporate Members

Amerisource Bergen Canada

Amgen Canada Inc

Apotex Inc.

Astrazeneca Canada Inc.

Baxter Corporation (Canada)

Bayer Inc.

Canadian Pharmaceutical Distribution Network

Cardinal Health Canada

Eli Lilly Canada Inc.

Galenova Inc.

Healthmark Ltd.

Hospira Healthcare Corporation

LEO Pharma Inc.

Mckesson Canada Corporation

Novartis Pharma Canada Inc.

Omega Laboratories Limited

Pfizer Canada Inc.

Pharmaceutical Partners of Canada Inc.

Pharmascience Inc.

Sandoz Canada Inc.

Sanofi-aventis Canada Inc.

Shoppers Drug Mart Specialty Health Network

Stragen Inc.

Teva Canada Limited

1800 Argyle Street, Suite 445

Halifax, NS B3J 3N8

Tel.: 902-425-1400

Fax: 902-423-4129

Contact: Exhibitor Services

Email: [info@globalconvention.ca](mailto:info@globalconvention.ca)

### Trucking Company

Lange

3965 Nashua Drive

Mississauga, ON L4V 1P3

Tel: (905) 362-1290

Fax: (905) 362-1285

### Drayage Contractor

Lange

### Booth Cleaning

Lange

### Suspended Signs

Lange

### Electrical Services

Lange

### Custom Broker

Commerce Customs Broker

Tel.: 905-673-5445

Fax: 905-673-2574

Contact: Andrew Gillespie

Email: [andrewg@commercetradeshows.com](mailto:andrewg@commercetradeshows.com)

**Canadian Society of Hospital Pharmacists**  
**Application Form • 63rd Summer Educational Sessions**



August 7-10, 2010

Show Dates: Sunday, August 8 and Monday, August 9

Nova Scotia Ballroom, Halifax Marriott Harbourfront Hotel, Halifax, Nova Scotia

Please complete and forward to: Desarae Davidson, CSHP, 30 Concourse Gate, Unit #3, Ottawa, Ontario K2E 7V7

Tel.: (613) 736-9733, ext. 229 • Fax: (613) 736-5660

COMPANY NAME		
ADDRESS		
CITY	PROVINCE STATE	POSTAL CODE ZIP
TELEPHONE	FAX	EMAIL
NAME OF EXHIBIT CONTACT (Important to receive further correspondence)		

<b>Space Required</b> (Booths are 8' deep x 10' wide)			
Industry Corporate Member	No. of booths 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	\$2,034.25	\$
Industry Corporate Member Daily Educational Sessions Pass	Please add daily rate to booth price. Pass is valid for up to 4 reps per day.	\$350.00	\$
Industry Corporate Non-Member	No. of booths 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	\$2,662.55	\$
Industry Corporate Non-Member Daily Educational Sessions Pass	Please add daily rate to booth price. Pass is valid for up to 4 reps per day.	\$455.00	\$
Not-for-Profit	No. of booths 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	\$1,332.00	\$
Fun Night	No. of tickets	\$60 per person \$65 per person on site	\$
Past Presidents Dinner & Dance <input type="checkbox"/> Lobster <input type="checkbox"/> Steak <input type="checkbox"/> Vegetarian	No. of tickets	\$75 per person \$80 per person on site	\$
<b>SUBTOTAL</b>			\$
Add 13% HST (GST/HST R106866940)			\$
<b>TOTAL FEES in Canadian Funds</b>			\$

<b>Booth number(s) choice(s)</b>	1	2	3	4
We prefer that our booth not be adjacent to or facing the following exhibitors or types of exhibitors: (CSHP will make every effort to accommodate your request where possible.)				
Assigned Booth No. (OFFICE USE ONLY)				

<b>Payment:</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Cheque	
NAME OF CARDHOLDER	CARD NUMBER
EXPIRY DATE	SIGNATURE

**I have read and agree to the rules and regulations contained in the CSHP Exhibitor Prospectus:**

CONTACT SIGNATURE	ACCEPTED FOR CSHP BY
TITLE	TITLE
DATE	DATE

MM/DD/YYYY

You will receive a signed copy of this contract with a "Confirmation Kit". Payment must be received with application to exhibit. Refund policy for Exhibit Space: Cancellations received in writing 60 days prior to event will receive a refund of money forwarded less \$100. Cancellations received after June 9, 2010 will not be refunded.

## Canadian Society of Hospital Pharmacists 63rd Summer Educational Sessions

### Société canadienne des pharmaciens d'hôpitaux 63e Séances éducatives d'été

August 7-10, 2010

#### Exhibits Program

August 9 & 10, 2009

Nova Scotia Ballroom  
Halifax Marriott Harbourfront Hotel  
Halifax, Nova Scotia

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10:15 - 10:45 Break, Exhibits, Posters

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10:10 - 10:40 Break, Exhibits, Posters

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Not-for-Profit .....	\$1,332.00

Fees do not include 13% HST.

#### NEED INFORMATION ON SITE?

Large Service Desk will be located opposite booths. If you have questions during set up or during the conference, please contact Desarae Davidson at the CSHP exhibitor registration desk located in the Coat Check of the Halifax Marriott Harbourfront Hotel.

## Booth Diagram Layout

