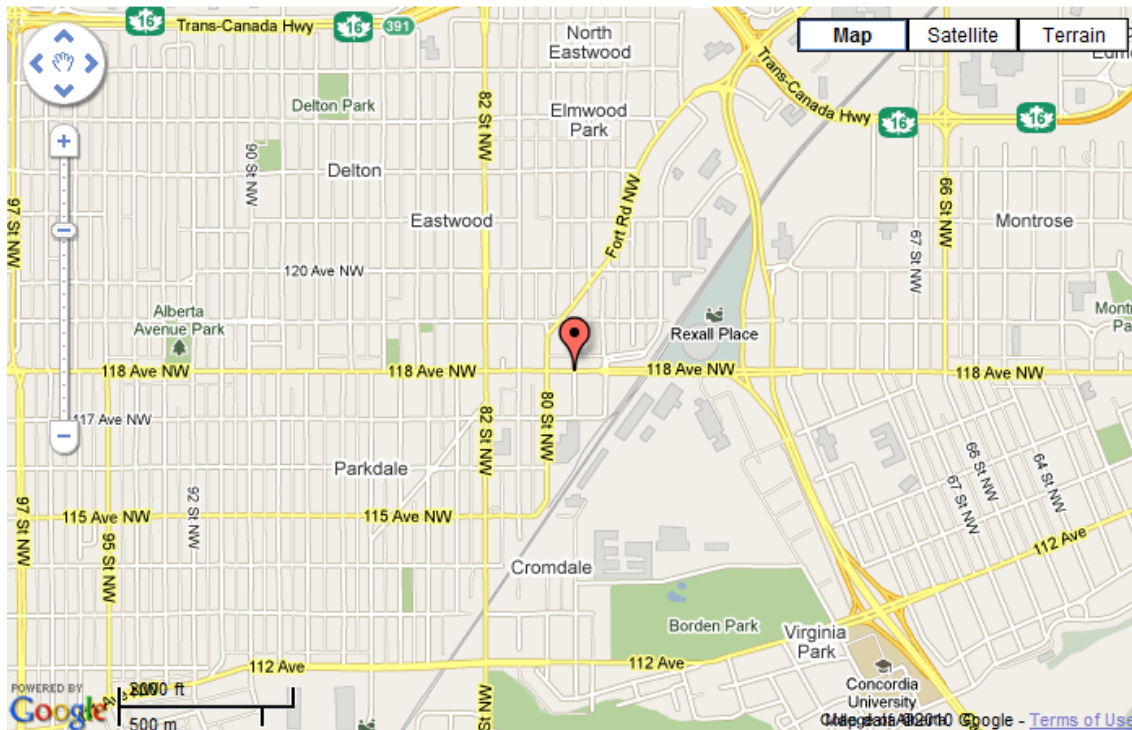




LOCATION

**Edmonton EXPO Centre
7515 - 118 Avenue
Edmonton, Alberta T5B 4X4
Tel: 780.471.7377
Website: www.edmontonexpocentre.com**

**Lecture Room Location – Ballroom 106
Sponsor Room Location – Ballroom 105**



SPONSOR MOVE-IN DATE & TIME

Thursday September 15, 2011 7:00 pm - 9:00 pm

CONFERENCE DATES & TIME

Friday September 16, 2011 Doctors will begin to arrive at 8:00 am
8:40 am – 4:10 pm - Conference

Saturday September 17, 2011 Doctors will begin to arrive at 8:00 am
8:40 am – 4:10 pm - Conference

SPONSOR MOVE-OUT DATE & TIME

Saturday September 17, 2011 3:10 pm - 4:10 pm
Booth & materials must be removed by 4:30 pm



SPONSOR / SPEAKER BADGES

Every sponsor representative is required to wear a badge. Please email your badge requirements to mclayton@divcomevents.com or fax back this form. These will be entered and a badge will be ready for pickup on-site. There is no limit to the number of badges per location.

SPONSOR / SPEAKER BADGE REGISTRATION FORM

**This form to be completed and faxed back by:
FRIDAY September 09, 2011**

FAX: (905) 479-1364 - Attn: Merry Clayton

PLEASE TYPE OR PRINT NAME(S) CLEARLY

All badges will be available for pick up at the show at the registration desk.

Company: _____

Contact Name: _____

Phone: _____ **Email:** _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____



KEY CONFERENCE CONTACTS

Alex Szucs VP: Medical Group Conference Director	905-948-0470 X2250 416-458-3735 (Cell) aszucs@divcomevents.com
Jan Lomas Conference Director	905-948-0470 X2226 647-381-4400 (Cell) jlomas@divcomevents.com
Carolyn Murawsky Associate Conference Manager	905-948-0470 X2253 416-271-1530 (Cell) cmurawsky@divcomevents.com
Jeanna Beaudry Operations Coordinator	905-948-0470 X2206 416-705-9311 (Cell) jbeaudry@divcomevents.com
Laine Vella Operations Coordinator	905 948 0470 X2204 647-270-6527 (Cell) lvella@divcomevents.com
Merry Clayton Registration & Customer Service	905-948-0470 X2228 mclayton@divcomevents.com

PARKING

Parking is available for \$12.00 per day.

HOTEL RESERVATIONS

To book your hotel reservation, call **The Sutton Place Hotel**, 1-866-378-8866 or via email: res_edmonton@suttonplace.com. No guarantee to receive room rate after **August 14, 2011**. Quote "Primary Care UPDATES" to receive the group room rate.

GIFT OR GIVEAWAY POLICY

Please note that gifts or giveaways to our delegate physicians are not permitted at Primary Care UPDATES with respect to the Rx&D Code of Conduct.

Sponsor may only exhibit those products/services under which "Therapeutic Area" is sponsored. Products/services displayed by Sponsor under any other therapeutic area are subject to Conference Management approval.



AUDIO VISUAL

AVW/TELAV Audio Visual Services is the official supplier of our audiovisual and audio response system (touch pad service) for all Primary Care UPDATES. AVW/Telav also supplies computer rental equipment. Please contact Rick Caruso directly at 416-234-7027 or caruso@avwtelav.com for any audiovisual equipment you require.

Touch pad response questions and answers should be embedded in your final presentation. Please email cmurawsky@divcomevents.com if your presentation involves the touch pad response system.

ELECTRICAL REQUIREMENTS

Diversified Business Communications Canada will provide one 1500 duplex outlet to each sponsor at no charge. If you require more than one outlet, or do not require an outlet at all, please contact Jeanna Beaudry at jbeaudry@divcomevents.com

DECORATING & CARPET

Ballroom 105 is carpeted. Draped tables and chairs will be supplied to all sponsors by Diversified Business Communications Canada. Please email jbeaudry@divcomevents.com with your full requirements for tables, chairs and any other special requirements that you may have. If we can't provide them we will be pleased to point you in the right direction.

INSURANCE

Neither Show Management nor the building owners will accept responsibility for injury to persons, loss of or damage to products, exhibits, equipment, or decorations, by fire, accident, theft or any other cause while in the building or on the grounds.

Exhibitors must provide adequate insurance for their own personnel, exhibits, and materials against all such hazards. We recommend that Sponsors review their company insurance coverage before the conference. Most insurance companies will provide additional riders if extra coverage is desired.

SECURITY

The facility has standard security throughout the whole facility and meeting rooms will be locked at night. Do not leave any valuables or proprietary information in the room overnight or your vehicle (laptops, computers, etc.) that can easily be taken.

SHIPPING

If you require a shipping quote, please contact Mathew Santos at Lange Transportation. Mathew can be reached at 800-668-5687 or by email at mathews@langeshow.com. Lange is also available to warehouse your exhibit for shipment to the next location.

Materials may be shipped to arrive on Thursday September 15, 2011. The shipments must be clearly marked with event title, contact name and address. All boxes should be addressed as follows:



**primary care
UPDATES**

Edmonton EXPO Centre
September 16 & 17, 2011 - Edmonton, AB

**Edmonton EXPO Centre
7515 - 118 Avenue
Edmonton, Alberta T5B 4X4
Tel: 780-471-7377**

**SPONSOR ROOM LOCATION: Ballroom 105
FACILITY CONTACT PERSON: Kristin Yeske**

**NAME OF SENDER: _____
CONTACT NUMBER OF SENDER: _____**

**EVENT NAME: PRIMARY CARE UPDATES
C/O Diversified Business Communications
EVENT DATE: September 16 & 17, 2011
EVENT CONTACT: Alex Scuzs/Carolyn Murawsky
ON-SITE PHONE: 416-458-3735 / 416-271-1530**

BOX _____ OF _____

**MATERIALS MAY NOT ARRIVE PRIOR TO
THURSDAY SEPTEMBER 15, 2011**