



ISCFS 2025

27-30 OCTOBER

Shanghai, China | www.iscfs.org

ISCFS PRESIDENT: DR. XIONGZHENG MU



INTERNATIONAL SOCIETY OF CRANIOFACIAL SURGERY
OCTOBER 27-30, 2025 | SHANGHAI, CHINA

EXHIBITOR & SPONSOR BROCHURE





TABLE OF CONTENTS:

Welcome Address	3
About ISCFS	4
Topics	5
Schedule at a Glance	5
Facts & Figures: ISCFS Biennial Congress	6-7
Exhibition Schedule	8
Exhibit Information	9-10
Booth & Sponsorship Costs	11
Sponsorship Opportunities	12-13
Booking Form	14-16
Terms and Conditions	17-18
Contact Details	19



JOIN US IN SHANGHAI IN 2025!



It is my great pleasure to invite you to join us at the 21st Congress of the International Society of Craniofacial Surgery in Shanghai, China on October 27 through 30, 2025. I am sure you are eager to join with friends and colleagues from around the world to share information on new developments in the craniofacial industry – and simply enjoy being together again.

The week will start with our traditional pre-congress symposium on Monday, October 27, followed by three days of plenary sessions, panels, and invited speakers that will engage participants from Plastic Surgery, Oral and Maxillofacial Surgery, Neurosurgery, Orthodontics, Otolaryngology, Anesthesiology, and Pediatrics.

We expect high attendance at this ISCFs event, so join us as an exhibitor or sponsor and help us welcome our colleagues from around the world.

Contained in this brochure is information about various sponsorship options. Our congress team is happy to work with you on other creative ways to support this truly global event.

Shanghai is looking forward to welcoming you!

XIONGZHENG MU, MD
ISCFs President (2023-2025)

ABOUT ISCFS



**INTERNATIONAL
SOCIETY OF
CRANIOFACIAL
SURGERY**

The International Society of Craniofacial Surgery (ISCFS) was founded in 1983. Today, the organization represents multispeciality surgeons and others with an interest in and focus on craniofacial surgery.

The goals of ISCFS are to:

- Furnish leadership and foster advances in craniofacial surgery
- Provide a forum for exchange of knowledge pertaining to the practice
- Stimulate research, investigation, and teaching methods for preventing and correcting congenital and acquired craniofacial deformities
- Enhance the study and practice of craniofacial surgery
- Afford recognition to those who have contributed to craniofacial surgery by extending to them membership in the ISCFS.

FOR MORE INFORMATION, SEE OUR WEBSITE: www.iscfs.org

ISCFS OFFICERS 2023 – 2025

President
XIONGZHENG MU
(China)

Vice President
IRENE MATHIJSEN
(The Netherlands)

Secretary-Treasurer
JESSE TAYLOR
(United States)

Past President
RICHARD HOPPER
(United States)

Parliamentarian
ERIC ARNAUD
(France)

Council
JAY JAYAMOHAN
(United Kingdom)

Council
MARIANA SABAS
(Argentina)

Council
**CASSIO E. RAPOSO DO
AMARAL**
(Brazil)

Council
DAVINDER SINGH
(United States)

Council
DOV GOLDENBERG
(Brazil)

TOPICS

- ▶ non-syndromic craniosynostosis
- ▶ syndromic craniosynostosis
- ▶ craniofacial clefts or encephaloceles
- ▶ facial feminization and facial contouring
- ▶ cranio-maxillofacial trauma
- ▶ maxillofacial and orthodontic aspects of craniofacial surgery
- ▶ craniofacial team coordination and care pathways
- ▶ simulation surgical education
- ▶ virtual surgical planning
- ▶ artificial intelligence, augmented reality, virtual reality
- ▶ craniofacial basic science
- ▶ neurosurgical considerations in craniofacial surgery
- ▶ distraction osteogenesis of the craniofacial skeleton
- ▶ microsurgery in craniofacial surgery

SCHEDULE AT A GLANCE

21 ST INTERNATIONAL ISCFS CONGRESS				
	Monday, October 27	Tuesday, October 28	Wednesday, October 29	Thursday, October 30
	Set-Up Exhibition	Industry Workshops	Industry Workshops	Industry Workshops
MORNING	Pre-Congress Symposium	Scientific Program	Scientific Program	Scientific Program
NOON		Lunch Satellite Symposium/ Workshops	Lunch Satellite Symposium/ Workshops	Lunch Satellite Symposium/ Workshops
AFTERNOON	Pre-Congress Symposium	Scientific Program	Scientific Program	Scientific Program

FACTS & FIGURES: ISCFS BIENNIAL CONGRESS

AUDIENCE

- ▶ Plastic Surgeons
- ▶ Oral and Maxillofacial Surgeons
- ▶ Neurosurgeons
- ▶ Orthodontists
- ▶ Otolaryngologists
- ▶ Anesthesiologists
- ▶ Pediatricians

IMPORTANT KEY DATES

CALL FOR ABSTRACTS

▶▶▶ NOVEMBER 1, 2024 - APRIL 30, 2025

REGISTRATION LIVE

▶▶▶ FROM DECEMBER 2024



**OVER 600
PARTICIPANTS
EXPECTED!**

FACTS & FIGURES: ISCFS BIENNIAL CONGRESS



- | | |
|------------------------------------|---------------------------------|
| 1985 La Napoule, France | 2007 Bahia, Brazil |
| 1987 New Delhi, India | 2009 Oxford, UK |
| 1989 Florence, Italy | 2011 Zambia, South Africa |
| 1991 Santiago de Compostela, Spain | 2013 Jackson Hole, Wyoming, USA |
| 1993 Oaxaca, Mexico | 2015 Tokyo, Japan |
| 1995 St. Tropez, France | 2017 Cancun, Mexico |
| 1997 Santa Fe, New Mexico, USA | 2019 Paris, France |
| 1999 Taipei, Taiwan | 2021 Virtual |
| 2001 Visby Gotland, Sweden | 2023 Seattle, Washington, USA |
| 2003 Monterey, California, USA | 2025 Shanghai, China |
| 2005 Queensland, Australia | |



EXHIBITION SCHEDULE

MOVE IN & SET UP

Monday, October 27, 2025
Time tbc

EXPECTED EXHIBIT HALL TIMES

Monday, October 27, 2025
Time tbc

Tuesday, October 28, 2025
Time tbc

Wednesday, October 29, 2025
Time tbc

Thursday, October 30, 2025
Time tbc

DISMANTLING & MOVE OUT

Thursday, October 30, 2025
Time tbc



上海静安香格里拉

JING AN

SHANGRI-LA

SHANGHAI

CONGRESS VENUE

Jing An Shangri-La, Shanghai

1218 Middle Yan'an Road, Jing An Kerry Centre,
West Nanjing Road, Shanghai 200040 China

All educational sessions will be held at the Jing An Shangri-La.

Exhibitors will be very well placed in the foyer area immediately outside the meeting rooms, all on one floor of the hotel.

Register now – assignment will be on a first-come, first-served basis!

The floor plan will be customized according to the final booth sizes of all exhibitors.



EXHIBIT INFORMATION

BOOTH ASSIGNMENTS

Our exhibits will be located in the foyer area immediately outside the meeting and in an adjacent room, all on one floor of the hotel. Coffee breaks and the Welcome Reception will be held in the same area.

Secure storage of shipping materials will be located in a room on the same floor.

Table top exhibit spaces will be assigned on a first-come, first-served basis. Sponsors will have prominent placement and all other booths will be assigned upon receipt of registration form and payment. The final exhibit floor plan is subject to change at the Program Committee's discretion. Each exhibitor must name one person to be its representative in connection with installation, operation and removal of the firm's exhibit.

EVALUATION OF SPACE APPLICATION FORMS

To maximize the educational value of the technical exhibits, the Planning Committee will review all exhibit space applications to determine if they satisfy basic criteria. To make these determinations, a list of the products or services proposed for exhibition and adequate supporting data must be provided if requested. ISCFS reserves the right to accept or refuse any space sale if the company's participation is contrary to ISCFS or Congress interests. Permission to exhibit does not constitute in any way ISCFS endorsement or approval of the exhibited products or services.

APPLICATION PROCEDURE

- No requests for exhibit space will be accepted via telephone without a confirmation by email or fax.
- No application form will be accepted without the required payment.
- All space assignments are subject to continued compliance with the products or services proposed for exhibition and the basic criteria established for technical exhibits. If at any time a product or service for which a space application has been accepted fails to conform to the basic criteria, ISCFS may revoke its acceptance of the application and all exhibit space rental fees paid to date by the applicant may be refunded in accordance with the refund policy, and ISCFS shall have no further liability to the applicant with respect to the proposed exhibition.

- Applications from companies that have outstanding balances owed to ISCFS, its contractors, or vendors will not be processed without full payment of unpaid accounts.

ASSIGNMENT PROCEDURE

ISCFS will allocate booth space on a priority basis as follows:

- Sponsors and previous sponsoring companies.
- The date of receipt of the Application Form, with the appropriate deposit (first-come, first-served basis).
- If exhibit space for the ISCFS Congress 2025 is sold out, companies will automatically be placed on a waiting list. As long as space is available, ISCFS will continue to make space assignments. All space assignments are subject to the cancellation policy deadlines, regardless of the date space was assigned.

HOTEL

Jing An Shangri-La, Shanghai
1218 Middle Yan'an Road, Jing An Kerry Centre, West Nanjing Road, Shanghai 200040 China

EXHIBIT FEES INCLUDE

- Exhibit space
- The indicated number of exhibitor badges (value \$ 400) see page 11. Any badge requiring reprinting on-site will cost \$ 100 per badge.
- Inclusion of company name on the congress website, also linking to company website.
- Right to brand booth space and show products and services.
- Exhibitor badges reserved for exhibiting companies' representatives: granting four-day access to exhibition area and coffee/lunch breaks. **These badges may not be used to invite doctors and distributors.**
- Use of the booth space during the exhibition and during set-up and dismantling.

PAYMENT SCHEDULE

Payment of 50% on booking, 50% on June 2nd, 2025. All payments must be made in full 14 days after the receipt of the invoice, payable to ISCFS by wire transfer or credit card. No exhibitor will be permitted access to the exhibit hall without full payment of all fees. ISCFS is not responsible for bank fees payable for wire transfers. Please ensure that all bank fees are added into the transfer amounts.

EXHIBIT INFORMATION

SPONSORSHIP OR BOOTH CANCELLATIONS & SPACE REDUCTIONS

Notice of cancellation or requests for space reductions must be made in writing to the Exhibit Coordinator and received by the deadlines noted below to initiate a refund. All refunds are subject to a 20% handling fee.
By December 1st, 2024 – 100% refund
By June 1st, 2025 – 50% refund
After June 1st, 2025 – no refund

BADGES

Under no circumstances may an exhibiting company re-sell any badges (both delegate and staff passes) that they have purchased or that are included within their sponsorship package. Failure to comply will result in the removal of the delegate or staff member from the congress. Badge holders are entitled to access the entire exhibition area and the meeting rooms, if space in the meeting rooms allows.

SOCIAL EVENTS

Sponsors and exhibitors are welcome to attend the Welcome Reception on Monday, October 27 in the exhibition area. Tickets to the Congress dinner on Wednesday evening, October 29 are available for purchase on the order form.

DOCUMENTATION REQUIRED TO TRAVEL TO CHINA

It is the responsibility of each person attending the Congress to obtain a visa, if required, to travel to the China. We recommend that you apply for your visa early. The Program Committee is not responsible for arranging visas and has no influence over their issuance. However, should you need an official invitation letter for visa application

purposes, you may contact Congress staff who will provide a letter for you. You must include your name and address exactly as this information appears in your passport and send an email requesting an invitation letter.

No exhibit or registration fee refunds will be issued for cancellation or non-attendance due to failure to obtain a visa. The Program Committee cannot be held responsible for any inconvenience resulting from non-observance or non-compliance with Chinese laws, rules and regulations related to visitor entry.

LANGUAGE

The official language of the congress is English. No simultaneous translation will be provided.

TERMS AND CONDITIONS

The specific terms and conditions of sponsoring or exhibiting are included in this prospectus. Please note that signature of the Sponsor / Exhibitor Application Form indicates acceptance of these terms and conditions.

BOOTH & SPONSORSHIP COSTS

ALL EXHIBIT FEES INCLUDE

- Exhibit Space
- Two Exhibitor Badges per single booth
- Each Additional Representative - \$ 400
- Welcome Reception for all Reps

- Single Booth, Raw Space (inc. 1 table, 2 chairs; 3 x 3m) \$ 5,000
- Double Booth, Raw Space (inc. 2 tables, 2 chairs; 6 x 3m) \$ 9,800
- Promotional Table (1 table, 1 chair; 2 x 2m) \$ 2,500
- Customized Exhibit Booth on request

We offer corporations a wide range of sponsorship opportunities. All sponsors will be acknowledged on the congress website and in the Congress Program Book. Sponsorship opportunities are assigned on a first-come, first-served basis (limited availability).

If you are interested in a customized booth, please contact us: congress@iscfs.org

CREATE YOUR OWN SPONSORSHIP

Choose your booth size and add at least one sponsorship item.

BRONZE SPONSOR

Total booth cost plus sponsorship items totaling at least **\$ 9,500**

- Minimum booking of a single booth space plus at least one sponsorship item from page 14.
- Use of the Congress Logo

GOLD SPONSOR

Total booth cost plus sponsorship items totaling at least **\$ 25,000**

- Minimum booking of a double booth space plus at least two sponsorship items from page 14.
- Use of the Congress Logo

SILVER SPONSOR

Total booth cost plus sponsorship item totaling at least **\$ 18,000**

- Minimum booking of a single booth space plus at least two sponsorship items from page 14.
- Use of the Congress Logo

PLATINUM SPONSOR

Total booth cost plus sponsorship items totaling at least **\$ 35,000**

- Minimum booking of a double booth space or Customized booth plus at least three sponsorship items from page 14.
- Use of the Congress Logo

EVERY SPONSORSHIP PACKAGE INCLUDES THE FOLLOWING:

Company logo, website URL, 80-word profile on congress website and logo in promotional materials (where feasible).

Please make your booking selection on the next page.

SPONSORSHIP OPPORTUNITIES

FOOD & BEVERAGE

WELCOME RECEPTION - OCTOBER 27, EXHIBITION AREA

\$ 10,000

Catering station near your booth at the Welcome Reception in the exhibition area.

WELCOME RECEPTION AT THE GALA DINNER - OCTOBER 29

\$ 18,000

Signature drink for the Welcome Reception and several branding possibilities.

EDUCATIONAL

SATELLITE SYMPOSIUM DURING LUNCHTIME IN PLENARY ROOM (NOT CME ACCREDITED)

\$ 15,000

Program (45 min) subject to the approval of the Program Committee.
Includes: room rental, standard AV.

EARLY MORNING SATELLITE SYMPOSIUM IN PLENARY ROOM (NOT CME ACCREDITED)

\$ 8,000

Program (45 min) subject to the approval of the Program Committee.
Includes: room rental, standard AV.

WORKSHOPS (EARLY MORNING OR LUNCHTIME) IN WORKSHOP ROOM (NOT CME ACCREDITED)

\$ 4,000

Space is limited to 50 participants per workshop.

Program (45 min) subject to the approval of the Program Committee.
Includes: room rental, standard AV.

SPONSORSHIP OPPORTUNITIES

COMPANY PROMOTION

CONGRESS BAG INSERTS (COST IS PER INSERT)

\$ 1,500

Expand your company's marketing opportunities by providing inserts for the congress bags. An insert can be a flyer, brochure, or gift promoting your company product or service. All inserts are subject to Program Committee approval.

CONGRESS PENS - EXCLUSIVE

\$ 2,500

Put your company's logo in every attendee's hand. They will use the official ISCFS Congress pen during the congress and take it home with them. ISCFS will select the product. Production costs are included.

NOTEPADS - EXCLUSIVE

\$ 3,500

Put your company's logo in every attendee's hand. They will use the official ISCFS Congress notepad during the congress and take it home with them. ISCFS will select the product. Production costs are included.

SPONSOR THE SPEAKER READY ROOM - EXCLUSIVE

\$ 4,000

Your company logo on each computer screen. Branding on the signage for the Speaker Ready Room.

DIGITAL MARKETING OPPORTUNITIES

E-MAIL BLASTS

- Promotion of maximum 100 words integrated in one of the ISCFS e-mail blasts before the Congress

\$ 1,800

- Banner promotion integrated in one of the ISCFS e-mail blasts before the Congress

\$ 1,800

BANNER PROMOTION IN CONFIRMATION EMAILS TO REGISTRANTS - EXCLUSIVE

\$ 3,500

Every participant will receive an e-mail to confirm their Congress registration. A banner ad featuring your company will be included in each confirmation.

BOOKING FORM

BOOKING	PRICE	CHECK	AMOUNT
BOOTH			
Single Booth, Raw Space (inc. 1 table, 2 chairs; 3 x 3m)	\$ 5,000	<input type="checkbox"/>	
Double Booth, Raw Space (inc. 2 tables, 2 chairs; 6 x 3m)	\$ 9,800	<input type="checkbox"/>	
Promotional Table (1 table, 1 chair; 2 x 2m)	\$ 2,500	<input type="checkbox"/>	
Additional Exhibitor Badge (4 days) Quantity:	\$ 400	<input type="checkbox"/>	
FOOD & BEVERAGE			
Welcome Reception - October 27, Exhibition Area	\$ 10,000	<input type="checkbox"/>	
Welcome Reception at the Gala Dinner	\$ 18,000	<input type="checkbox"/>	
EDUCATIONAL			
Satellite Symposium – Lunchtime – Plenary Room	\$ 15,000	<input type="checkbox"/>	
Satellite Symposiums – Early Morning – Plenary Room	\$ 8,000	<input type="checkbox"/>	
Workshops – Early Morning – Workshop Room	\$ 4,000	<input type="checkbox"/>	
Workshops – Lunchtime – Workshop Room	\$ 4,000	<input type="checkbox"/>	
COMPANY PROMOTION			
Congress Bag Inserts (per insert) Quantity:	\$ 1,500	<input type="checkbox"/>	
Congress Pens - EXCLUSIVE	\$ 2,500	<input type="checkbox"/>	
Notepads - EXCLUSIVE	\$ 3,500	<input type="checkbox"/>	
Sponsor of the Speaker Ready Room	\$ 4,000	<input type="checkbox"/>	
DIGITAL MARKETING OPPORTUNITIES			
Promotion of maximum 100 words integrated in one of the ISCFS e-mail blasts before the Congress	\$ 1,800	<input type="checkbox"/>	
Banner promotion integrated in one of the ISCFS e-mail blasts before the Congress	\$ 1,800	<input type="checkbox"/>	
Banner Promotion in confirmation emails to registrants - EXCLUSIVE	\$ 3,500	<input type="checkbox"/>	
TOTAL AMOUNT			

APPLICATION FOR EXHIBIT SPACE & SPONSORSHIP OPPORTUNITIES

COMPANY DATA

MAILING ADDRESS of the person to receive all exhibit-related information

Company Name: _____

Contact Person: _____ Position/Title: _____

Street: _____

City: _____ State: _____ Zip/Postal Code: _____

Country: _____

Telephone with country code: _____

Email: _____ Website: _____

Exhibitor Authorized Representative: _____

Company name as it should appear on the website/program: _____

VAT number (EU only): _____

INVOICE ADDRESS

SAME AS MAILING ADDRESS

Company Name: _____

Contact Person: _____ Position/Title: _____

Street: _____

City: _____ State: _____ Zip/Postal Code: _____

Country: _____

Telephone with country code: _____

Email: _____ Website: _____



APPLICATION FOR EXHIBIT SPACE & SPONSORSHIP OPPORTUNITIES

PAYMENT DETAILS – Prices quoted in USD.

I agree to send payments as defined:

50% of the payment is due upon registration. 50% of the payment is due on June 2nd, 2025

Terms and Conditions

The specific terms and conditions of sponsoring or exhibiting are included in this prospectus. Please note that signature of the Sponsor / Exhibitor Application Form indicates acceptance of these terms and conditions.

Authorization - This application cannot be accepted without the signature of an authorized agent of the exhibitor.

I am authorized to sign documents on behalf of the organization and acknowledge that the organization will pay all costs as detailed on this application and follow the guidelines and policies as listed in this prospectus.

Name: _____

Signature: _____

Date of Application: _____

By signing you authorize ISCFS to use and reproduce your contact information for purposes of communication related to the 2025 ISCFS Congress and other information distribution to you before and after the event.

TERMS & CONDITIONS

1

In case of failure to comply with these terms, the Program Committee shall have the right to resell the space, or to remove the exhibitor from the assigned space. All fees paid by the exhibitor shall be forfeited. If the exhibitor fails to occupy the assigned space by the advertised opening time of the exhibit hall, the Program Committee is authorized to reassign the space in such manner as they may deem in the best interests of the exhibition without refund to said exhibitor and without releasing the exhibitor from any liability hereunder.

2

No exhibitor shall erect any obstruction that in the sole opinion of the Program Committee shall interfere with a neighboring exhibitor. No exhibit element shall extend beyond the boundaries or height restriction of the assigned exhibit space.

3

The Program Committee does not permit any booth sharing without explicit prior permission in writing. No booth space may be sublet. Exhibitor shall be the producer of all products and/or services displayed in their booth. No exhibitor shall display any advertisement for goods manufactured and/or sold, or services provided by, any other company that did not pay for exhibit space.

4

No exhibit may be removed or dismantled, wholly or in part, before the official closing time on the last day of the exhibition. All exhibits must be removed by the time designated by the Program Committee.

5

Exhibitors must comply with Health and Fire Department regulations and with all relevant city, state and federal laws.

6

Exhibitors will not in any way damage any part of the exhibition area by any cause whatsoever. The exhibitor guarantees to reimburse the Program Committee or the facility directly for the repair of any damage caused or assessed by the hotel and/or the Program Committee.

7

Exhibitor must make their final payment to the Program Committee upon receipt of the invoice. Any reserved booth will be available for sale to another exhibitor if full payment is not received by the deadline. All deposits paid at that time will automatically be forfeited and no refund will be made. No exhibitor shall occupy booth space in the exhibit hall until all fees due to the Program Committee by the exhibitor are paid in full.

8

Exhibitor hereby accepts liability for all acts or omissions by any representative or agent of the exhibitor, or any visitors to the exhibitor's booth. Exhibitor indemnifies and holds harmless the Program Committee (and by extension all Program Committee's representatives) against any and all liability including actions, suits, proceedings, claims, demands, costs and expenses which may be made against the Program Committee, or incurred or become payable by them arising out of the supply or demonstration by the exhibitor of samples of any kind whatsoever whether such samples be sold or provided for free and including any legal costs, expenses, compensation and/or disbursements paid by the Program Committee on the advice of Counsel to compromise or settle any such claims. Notwithstanding the indemnity hereby given, the exhibitor undertakes to arrange appropriate third-party liability insurance to the value of a minimum of \$3m and to provide evidence of such insurance to the Program Committee on their request.

9

Neither the Program Committee, its employees or contractors, nor the Congress Hotel will be responsible for the safety of any exhibit or property of any exhibitor, or any other person, for the loss, or damage or destruction thereof, by theft or fire or any other cause whatsoever, or for any loss or damage whatsoever sustained by the exhibitor by reason of any defect in the building caused by fire, storm, earthquake, flood, lightning, national emergency, war, labor disputes, strikes or lock outs, civil disturbances, explosion, inevitable accident, acts of terrorism, force majeure, or any other cause not within the control of the Program Committee, 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 the full replacement value of the contents of their booth and all associated equipment, materials, and samples. The exhibitor will produce proof of coverage upon request by the Program Committee.

The exhibitor is responsible for the safety of its products, displays and any materials within the boundaries of the booth or held elsewhere during the move-in or move-out period.

10

Exhibitor will leave the assigned booth space clean and orderly during the exhibition and after moving out. It is the exhibitor's responsibility to store packing crates in a storage room on the exhibition floor.

11

The Program Committee reserves the right to postpone the exhibition from the set dates, and to hold the exhibition on other dates as near to the original dates and location as practicable, utilizing this right only where circumstances necessitate such action and without any liability to the Program Committee.

TERMS & CONDITIONS

12

If due to any unforeseen circumstances it is necessary to close the exhibition on any day or days or to vary the hours when the exhibition is open, the Program Committee reserves the right to do so, at their sole discretion without any liability.

13

The Program Committee may at their sole discretion modify the 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 diminish the rights reserved to the exhibitor under this Agreement.

14

The Program Committee reserves the sole right to assign or to reassign the exact location of any booth as deemed necessary for the benefit of the entire exhibition. The Program Committee agrees, to the best of their ability, to assign space to exhibitor that is not in close proximity to the exhibitor's competitor(s) as indicated by exhibitor on the official registration form.

15

Conduct of Exhibitor and Their Representatives:

- Annoyance: Exhibitors may not engage in any activity in or around their assigned exhibit space that may cause annoyance to other exhibitors or visitors.
- Limitation of Business: Exhibitors must conduct all business within their assigned exhibit space and under no circumstances may this business be carried out in aisles or any other common space.
- Aisles: Any encroachment on the aisles of the exhibit hall shall be considered a breach of contract and articles or goods found therein during the period of the exhibition may be removed by the Program Committee or their agents and the Program Committee shall not be responsible for any loss, damage or other action caused by such removal.
- Publicity: Any publicity materials shall be displayed and/or given away only from the exhibitor's assigned booth. Any materials found elsewhere in the exhibit hall or in/around the general session room without the express permission of the Program Committee shall be removed and the Program Committee shall not be held responsible for the loss, damage, other action, or cost of removed or destroyed materials.

16

The Program Committee reserves the right to prohibit and/or reject any exhibitor or their representative(s) for failure to comply with the Terms and Conditions as set forth herein. Exhibit fees are non-refundable in cases of rejection or removal of an exhibit or exhibit personnel for non-compliance. The Program Committee reserves the right to reject applications for exhibit space if in the sole opinion of the Program Committee it is considered that such application is not appropriate to the exhibition or in any case of known previous non-compliance at any other similar event.

17

The exhibitor agrees to pay all costs of collection, including attorney fees, regardless of whether an action is filed.

18

CANCELLATIONS & SPACE REDUCTIONS - Notice of cancellation or requests for space reductions must be made in writing to the Exhibit Coordinator and received by the deadlines noted below to initiate a refund. All refunds are subject to a 20% administrative fee.

- By December 1st, 2024 – 100% refund
- By June 1st, 2025 – 50% refund
- After June 1st, 2025 – no refund

In the unlikely event of a requirement to postpone or change the dates of the event due to decisions made by the Chinese authorities relating directly to pandemic or COVID-19 regulations, the Program Committee agrees to transfer any pre-paid exhibit fees to equivalent activities at the equivalent replacement event. Refunds will be considered if such replacement opportunity is not made available.

19

According to GDPR, exhibitors that collect attendee information from attendees may not share or sell the collected information. Attendee email addresses are not permitted to be added into a database for continued usage. Company acknowledges and agrees that they may not dictate or "script" the educational content of the ISCFS.



**THANK YOU
FOR YOUR
SUPPORT!**

CONGRESS OFFICE

INTERNATIONAL EXHIBITORS

ISCFS

Barbara Boeld and Verena Reinmuth

Email: congress@iscfs.org

LOCAL EXHIBITORS

SHANGHAI HONGBO EXHIBITION SERVICE CO., LTD.

Mrs. Ada King

Email: adaking720@126.com

We value our relationship with our corporate supporters and strive to provide the service and benefits that will give your company maximum satisfaction for your exhibit and sponsorship fees. Your suggestions on how ISCFS can best meet your needs as a corporate supporter of ISCFS are always appreciated.

We look forward to seeing you in Shanghai!