

# Connect to Urology...with the Western Section AUA in Kapalua



## **Build new business and relationships!** *Over 450 urologists are expected to attend!*

It is our pleasure to invite your company to attend and exhibit at the Western Section AUA 96th Annual Meeting. The exhibits and meeting will be located at the Ritz-Carlton Kapalua Hotel on the beautiful island of Maui on October 25-30, 2020.

We have created an upgraded, more intimate and interactive exhibition experience. Exhibit Space will be limited to fewer spots and run 4 days, Monday through Thursday, in order to maximize engagement opportunities.

The Scientific Sessions will be held in the Ritz Ballroom adjacent to the Exhibits area which will feature a vibrant hospitality lounge and networking environment. There will be plenty of activity in the Exhibit areas including breakfast, refreshment breaks, an afternoon “Happy Hour” and great traffic building promotions to get the energy flowing.

We expect registration of over 450 physicians and 50 allied health professionals. Please read the information contained in the prospectus and note the check sheet. When ready, [complete the online application](#) for space and payment as soon as possible as space is very limited and will sell out quickly. If you have any questions, please call us at our office (714) 550-9155 or explore us online at [maui20.wsaua.org](http://maui20.wsaua.org). Mahalo!



**Western Section American Urological Association**  
**96<sup>th</sup> Annual Meeting ~ Maui, HI | Ritz-Carlton Kapalua Hotel**  
**October 25 – 30, 2020**  
**Website: [maui20.wsaua.org](http://maui20.wsaua.org)**

## **General Exhibits Information**

### **EXHIBIT FEES**

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Exhibit rental fee is \$5,500 per space in Pre-Function area and \$6,500 per space inside the Ballroom. To reserve, complete the Exhibitor Agreement and Application for Space form online and make payment.

### **WHAT BOOTH RENTAL FEE INCLUDES**

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- All premium locations in a more exclusive environment
- A themed hospitality zone to enhance interaction and good vibes
- One 6' draped table, company I.D. sign, two chairs, waste basket
- Standard power supply (not suitable for heavy equipment)
- Registration and badges for up to three reps per space reserved.
- Daily exhibit hall food & beverage and hospitality
- Two tickets to the Sunday Welcome Reception at The Ritz
- Admittance to General & Scientific Sessions
- Listing in Meeting App, Website, Show Directory and Program Book
- Attendee Roster and Mailing List, Meeting App for Lead Retrieval
- 24 Hour Exhibit Hall Security
- Greeters, Promotions and traffic builders
- Access to group room block and room rates

### **REGISTRATION**

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Complete details on agenda, registration, travel and hotel accommodations will be sent via email and can be accessed via the meeting website. The Western Section AUA meeting web site ([maui20.wsaua.org](http://maui20.wsaua.org)) contains important information and should be checked frequently for updates. Company representatives may register for optional sports and social events using forms to be mailed or online. All exhibitor personnel over the limit of three shall be charged \$150.00 each. Badges will be issued on-site for exhibitor registration with identification of company affiliation. Please advise us of any change in the company contact.

### **SPACE / FACILITY DESCRIPTION**

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Exhibit space will consist of one six-foot stand-alone draped tabletop. The Pre-Function area contains spaces 400 to 455. The Ritz Ballroom contains spaces 175 to 345. The floorplan is preliminary and subject to change. Tabletop price includes identification sign, two chairs, one 6' draped table, waste basket and standard power supply.

### **RITZ BALLROOM & PRE-FUNCTION**

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The Exhibits area is located in Ritz Ballroom (section 1-2) and the Pre-Function area. The area is adjacent to the Sessions (sections 3-4). The main flow into the Exhibits area will be as indicated on the floorplan. The exhibit area is carpeted, and doors will be locked after hall closes and 24-hour security will be on patrol in both areas. The exhibit service company will provide shipping information in the service kit that will be sent 3-4 months prior to the show.

### **HOTEL INFORMATION**

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The Ritz-Carlton Kapalua, One Ritz-Carlton Drive, Kapalua, Hawaii 96761  
Phone: 808-669-6200 | [www.ritzcarlton.com/kapalua](http://www.ritzcarlton.com/kapalua)  
*Please make WSAUA room reservations at [maui20.wsaua.org](http://maui20.wsaua.org)*

# 96<sup>th</sup> ANNUAL MEETING - 2020

## RITZ-CARLTON KAPALUA | MAUI, HI

### CONVENTION AND EXHIBITS PRELIMINARY SCHEDULE



<b>Sunday, October 25</b>			
Registration	7:00am	-	5:00pm
Sessions: Courses, Health Policy Forum, Posters, CUA	7:00am	-	4:30pm
President's Welcoming Reception (ticket required)	6:30pm	-	8:30pm

<b>Monday, October 26</b>			
Registration	7:00am	-	3:00pm
Sessions: PREP-C courses, Video Surgi-Sessions	7:30am	-	2:30pm
EXHIBIT HALL MOVE-IN/SET-UP	6:00am	-	10:00am
EXHIBIT HALL OPEN	10:00am	-	3:00pm
EXHIBIT HALL REFRESHMENT BREAK	10:00am	-	11:00am
HAPPY HOUR	2:00pm	-	3:00pm
Free evening			

<b>Tuesday, October 27</b>			
Registration	7:00am	-	3:00pm
Sessions: Core Sessions	7:30am	-	2:30pm
EXHIBIT HALL OPEN	8:00am	-	3:00pm
EXHIBIT HALL NETWORKING BREAKFAST	8:00am	-	9:00am
HAPPY HOUR	2:00pm	-	3:00pm
Free evening			

<b>Wednesday, October 28</b>			
Registration	7:00am	-	3:00pm
Sessions: Core Sessions	7:30am	-	2:30pm
EXHIBIT HALL OPEN	8:00am	-	3:00pm
EXHIBIT HALL NETWORKING BREAKFAST	8:00am	-	9:00am
HAPPY HOUR	2:00pm	-	3:00pm
Free evening			

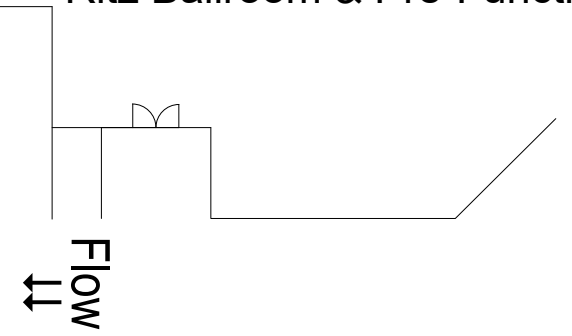
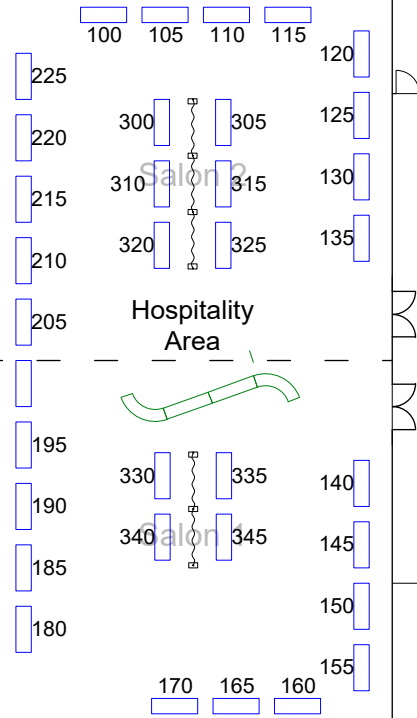
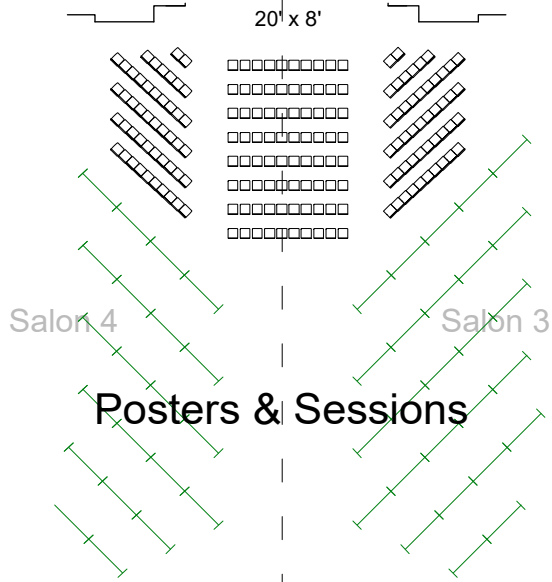
<b>Thursday, October 29</b>			
Registration	7:00am	-	3:00pm
Sessions: Core Sessions	7:30am	-	2:30pm
EXHIBIT HALL OPEN	8:00am	-	12:00pm
EXHIBIT HALL NETWORKING BREAKFAST	8:00am	-	9:00am
EXHIBIT HALL REFRESHMENT BREAK	10:30am	-	11:00am
EXHIBIT HALL CLOSE / MOVE-OUT	12:00pm		
Western Section Night (ticket required)	6:30pm	-	9:30pm

<b>Friday, October 30</b>			
Registration	7:00am	-	12:00pm
Sessions, Round Table Program	8:00am	-	12:00pm

**Notes:**

- 1) All upper-case-type events denote activity taking place in the exhibit hall
- 2) Exhibit schedule is subject to change based on final Scientific Program schedule
- 3) Exhibitors are welcome to attend all sessions, social events and optional activities

# Preliminary Exhibits Floorplan Ritz Ballroom & Pre-Function



REGISTRATION


Pre-Function

Flow

OUTSIDE TERRACE



WESTERN SECTION AUA  
2020 ANNUAL MEETING  
OCTOBER 25-30

<p><b>WSAUA 2020</b></p> <p>Ritz-Carlton Kapalua • Kapalua • Maui</p>	
	<p>Hawaii Expo 1050 Bishop Street, Suite 368 Honolulu, HI 96813 Ph: (808) 536-2849 • www.hawaiiexpo.com</p>
<p>46- 6' Tables</p>	

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CONDITIONS FOR EXHIBITING  
**96<sup>th</sup> ANNUAL MEETING WITH TRADESHOW EXHIBITION**  
**WESTERN SECTION AMERICAN UROLOGICAL ASSOCIATION, INC.**  
**Ritz-Carlton Kapalua**  
**Maui, Hawaii October 25 - 30, 2020**

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Make checks payable and direct all communications pertaining to exhibits to:

Exhibits Manager  
Western Section AUA  
1950 Old Tustin Avenue, Santa Ana, CA 92705  
Phone: (714) 550-9155 / Fax: (714) 550-9234 Email: [info@wsaua.org](mailto:info@wsaua.org)

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The following rules & regulations have been established for the mutual benefit and protection of Exhibitors, Visitors to, the Facility, Supporters and Organizers of the Exhibits. With such additions as may be made from time to time, they are an integral part of the contract to which the exhibitor agrees.

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1. PURPOSE: The purpose of the exhibits is to complement the scientific sessions by providing the opportunity for the display and/or demonstration of products and services that could advance the knowledge of attendees and improve the quality of health care. The Western Section AUA is hereinafter referred to as WSAUA.

2. EXHIBIT DAYS, DATES AND HOURS:

**Exhibit Move-in & Move-out**

Move-in and move-out times will be before or after exhibit hours on the first and last day of the exhibition respectively.

**Exhibition**

Set-up: Monday, October 26 ..... 6:00am - 10:00am  
Day 1: Monday, October 26 ..... 8:00am - 3:00pm  
Day 2: Tuesday, October 27 ..... 8:00am - 3:00pm  
Day 3: Wednesday, October 28 ..... 8:00am - 3:00pm  
Day 4: Thursday, October 29 ..... 8:00am - 12:00pm  
Move-out: Thursday, Oct. 29 after 12:00pm

*Exhibit schedule subject to changes based on final program approval.*

*WSAUA reserves the right to use space as it deems fit with no obligation of a refund if it is not occupied by the exhibitor within two (2) hours after the exhibition opens.*

3. OFFICIAL EXHIBIT SERVICE COMPANY:

Hawaii Expo, Inc.  
Mailing Address: 1050 Bishop Street, Suite 368, Honolulu, HI 96813 / Warehouse Address: 866 Iwilei Road, Suite 210, Honolulu, HI 96817 / Website: [www.hawaiiXpo.com](http://www.hawaiiXpo.com)

Upon confirmation of your exhibit reservation and payment, each exhibitor will be contacted directly by the official exhibit service company. Information on shipping and prices will be provided. The Official Exhibit Service Company will handle and provide storage space for crates, boxes, etc. during the exhibition. Please do not ship your freight direct to the hotel as it may get lost and/or incur additional storage fees.

4. EXHIBIT DESCRIPTION: WSAUA will provide either one standalone tabletop display or one eight foot deep x ten foot wide booth consisting of eight foot high back wall drape and three foot high side rail drape installed on aluminum framework. Price includes identification sign, two chairs, one 6' draped table, wastebasket and standard power.

5. HOTEL: All exhibitors will be entitled to the same preferred rates for accommodations as are available to WSAUA members and guests.

6. PAYMENTS AND REFUNDS: The application cannot be processed until the payment has been received. Full payment is required with application – which will be acknowledged and processed once received. Eligibility requirements apply. Space is limited and subject to availability. If exhibit space is unavailable (sold-out), you will receive a full refund of any payments made or be put on a wait list, at exhibitors' request. Submitting the application creates no obligation to either party until you receive confirmation that exhibit space application is accepted and space reserved for your exhibit.

7. CANCELLATIONS: Cancellations by any exhibitor will not be accepted unless written notice of such withdrawal has been received by WSAUA. Notice by email is acceptable provided exhibitor has received a reply email from WSAUA confirming the cancellation.

The following provisions apply:

(A) An exhibit reservation may be cancelled any time before July 31, 2020. Cancellation service charge will be \$200.00.

(B) An exhibit reservation cancelled between August 1 and September 10, 2020 shall pay to WSAUA, as liquidated damages, a sum of money equal to twenty-five percent (25%) of the full price of exhibit space reserved.

(C) No refunds will be made for cancellations received after September 10, 2020.

If a cancelled space is resold, a refund less a \$500.00 service fee shall be issued to the Exhibitor.

8. ELIGIBILITY: Any producer or supplier of equipment, products or services whose proposed exhibit is related to the urological sciences and/or practice of medicine and whose exhibit will contribute to the education of registrants and/or the benefit of their patients may apply for exhibit space. WSAUA reserves the right to reject any application, which in its sole judgment, does not meet these exhibit criteria or for any other reason.

9. ASSIGNMENT OF SPACE: Assignment of exhibit space will be at the sole discretion of WSAUA. Exhibit space assignments will primarily be based on space needs, availability and other factors. Whenever possible, space will be assigned according to the exhibitors' request; however, final arrangements will be determined by the WSAUA. The preferences given for space, location, etc. are for guidance and are not guaranteed.

10. The Conditions for Exhibiting as issued or amended by the WSAUA are incorporated by reference in the Exhibitor Agreement and Application for Space and shall be deemed to have the identical effect as if said Conditions for Exhibiting were set forth in full in the Agreement.

#### 11. GENERAL RESTRICTIONS AND RULES

A. DISPLAYS: Exhibits must be arranged so as to not obstruct the view or otherwise interfere with the displays of other exhibitors. This restriction includes person(s), equipment, printed material or anything that may interfere with the Exposition as a whole. The WSAUA strives to conform to the rules and regulations formulated by the National Association of Exposition Managers and Exposition Service Contractors Association which can be summed up as follows: "All exhibitors are equal regardless of size, and should be given an equal opportunity, within reason, to present their product in the most effective manner to the audience."

B. WSAUA reserves the right to direct revisions, at the exhibitor's expense, of any Exhibit that does not comply with the rules and regulations.

C. No exhibitor may sublet, assign, or share any part of its allocated space with another company or person without the prior written consent of WSAUA.

D. No promotion signs or decorations will be permitted in aisles, passageways, overhead spaces, public meeting rooms, and other meeting facilities.

E. Admission to the Exhibit Hall for all personnel will be by badge only. All Exhibitors are required to register and to wear the badges provided by the WSAUA or will not be permitted entry to the exhibit hall or any other function.

F. All rights and privileges granted Exhibitors hereunder are subject to and subordinated to a master agreement between the WSAUA and the facility containing the Exposition.

G. Exhibitors shall comply with all applicable statutes, ordinances, regulations, union labor rules (if any), and requirements relating to health, fire, safety and use of the premises.

H. Exhibitors shall not mar, deface, post signs or other material, or otherwise damage any area of the facility containing the Exposition.

I. Exhibitors shall assume all responsibility for its exhibit personnel, employees, contractors, servants, and agents.

J. Exhibits must be kept clean. Debris must not be allowed to collect on the floor or display area of the exhibit.

K. Exhibitors must staff their exhibits during the official show hours. No exhibit materials other than hand carried shall be moved through the exhibit hall during show hours.

L. EXHIBIT TEAR DOWN: Exhibitors may dismantle and vacate exhibits after the official show hours and upon such time that all visitors have exited the exhibit hall. Early vacancy or early teardown activities (e.g. use of packing tape, boxes, etc.) is very disruptive to other companies, detrimental to the overall show environment and will not be permitted. **Infractions of this rule are subject to a \$500 fine.** Exhibitors will be notified in writing and unable to exhibit at a subsequent show until all fines have been paid in full.

#### 12. SAFETY PRECAUTIONS

All construction material must conform to standard safety practices. Table and back wall drapes supplied by the official convention service contractor will be, and those supplied by the exhibitor, together with textile or paper displays and decorations, must be flame proofed. Displays are subject to inspection and approval for safety by the Fire Department of the city or facility in which the exhibit is held. Volatile, explosive or other dangerous material or any substance prohibited by law or insurance carriers, are not permitted on the premises.

#### 13. IRREGULAR ACTIVITIES:

A. No person, firm or organization which has not contracted with the WSAUA for occupancy of space in the exhibit, will be permitted to display or demonstrate any products, processes or services, to solicit orders, wear any identification other than that of the contracting exhibitor, or to distribute advertising or other materials at the exhibit. Any infringement from this regulation will result in prompt removal of the offending person from the hall. Exhibitors may not enter the exhibits of other Exhibitors without invitation; no exhibitor may call or invite a visitor out of one exhibit and into his own. Exhibitors must remain within their own space in distributing literature, product samples, or other materials; the aisles may not be used for this purpose.

B. Use of noisemakers, and presentations which may be judged not in good taste, lacking in dignity, or not in keeping with the purpose of the exposition are prohibited.

C. Use of sound motion pictures and tape recorders will be permitted, where appropriate to the display, provided sound is maintained at not more than "conversation level"; management reserves the right to restrict exhibitor's use of sound and other devices which may interfere with the best interest of the Exhibit as a whole.

D. WSAUA reserves the right to prohibit and require immediate cessation of any activity or distribution of materials it deems inappropriate.

E. Complaints of any violation of rules and regulations are to be made promptly to the Exhibit manager, and Exhibitors and their personnel agree to abide by the decision and ruling of the management.

14. **PRODUCT SALES:** Selling of merchandise or services in the Exhibit Hall is not permitted. Money/credit cards may not be exchanged in the Exhibit Hall. If you will be taking orders for future delivery within the State of which the convention is being held you may be required to obtain a business license. Please call the local state taxing authority for more information on licenses.

15. **PROMOTION:** Gifts and promotional items may be given to each exhibit visitor; however, lotteries and drawings are not permitted on the exhibit floor, except as expressly authorized and supervised by the WSAUA.

16. **HOSPITALITY FUNCTIONS, SYMPOSIA AND PROGRAMS:** Exhibitors may not hold hospitality functions or other programs concurrently with official WSAUA scientific or social functions. Hospitality function space may be requested by calling or writing the WSAUA office. Any hospitality function or other program, regardless of when or where it is held, must be approved by the WSAUA.

17. **TERMINATION OF EXPOSITION:** Should the premises in which the Exposition is to be held become, in the sole judgment of WSAUA, unfit for occupancy or should the Exposition be materially interfered with by any reason of action of the elements, strike, picketing, boycott, embargo, injunction, war, riot, emergency declared by a governmental agency, or any other circumstances beyond the control of WSAUA, the Agreement for Exhibit Space may be terminated by WSAUA. WSAUA will not incur any liability for damages sustained by Exhibitor as a result of such termination, and the Exhibitor hereby expressly waives such liability and releases WSAUA of and from all claims and damages. Exhibitor agrees that WSAUA shall have no obligation in the event of termination hereunder except to refund the Exhibitor's pro-rated share of the aggregate amount received by WSAUA (as rental for Exhibit Space for said Exhibit), after deducting all costs and expenses in connection with such exhibit, including a reasonable reserve for claims, such deductions being hereby specifically agreed to by Exhibitor.

18. **MUSIC, PHOTOGRAPHS AND OTHER COPYRIGHTED MATERIAL:** Each Exhibitor is responsible for obtaining all necessary licenses and permits to use music, photographs or other copyrighted material in Exhibitor's exhibit or display. Exhibitor shall remain liable for and shall indemnify and hold harmless WSAUA and the Facility and their respective agents and employees from all loss, cost, claims, causes of action, suits, damages, liability, expenses and costs, including reasonable attorney's fees, arising from or out of any violation or infringement (or claimed violation or infringement) by Exhibitor, Exhibitor's agents or employees of any patent, copyright or trade secret rights or privileges.

19. **FDA APPROVAL:** Any medical device exhibited must have fulfilled all applicable Food and Drug Administration regulations or, if still under clinical investigation, must be prominently labeled as an investigational device.

20. **INSURANCE:** Each Exhibitor is required to insure itself against property loss or damage and against liability for personal injury. All agents or representatives who are performing services other than the Exhibitor's own employees must provide the WSAUA with Certificates of Insurance which must include public liability and property damage for at least \$1,000,000 and workmen's compensation insurance in accordance with local law.

#### 21. LIABILITY

A. Although guard service will be furnished for the Exposition, neither the manager of the exhibits, the show sponsors nor the facility in which the exhibits are held can or will be responsible for damage to, loss or theft of property belonging to any exhibitor, his agent, employees, business invitees, visitors, or guests. In addition, Exhibitor is informed that WSAUA and the facility do not maintain insurance covering Exhibitor's property and that it is the sole responsibility of Exhibitor to obtain business interruption and property damage insurance covering such losses by Exhibitor.

B. Exhibitor shall assume entire responsibility and shall protect, indemnify, defend, and hold harmless WSAUA, the facility, and their respective employees, directors, officers and agents from and against any actions, losses, costs, damages, claims and expenses (including attorney fees) arising from any damage to property or bodily injury to exhibitor, his agents, representatives, employees by reason of the exhibitor's occupancy or use of the exhibition facilities.

#### 22. SECURITY

Security for Exhibit Area will be provided 24 hours each day of exhibition. Exhibitors may not provide separate security guards for their own purposes within the exhibit area unless permission is requested and approved in writing by WSAUA.



Meeting Dates:	October 25 – 30, 2020
Exhibit Show Dates:	October 26 – 29
Exhibit Move-in:	Monday, Oct. 26 (6am – 10am)
Exhibit Move-out:	Thursday, Oct. 29 (after 12pm)

(Preliminary schedule – subject to change)

## **Exhibit Planner / Maui 2020**

### **MEETING CHECKLIST**

Please make hotel room reservations online at [maui20.wsaua.org](http://maui20.wsaua.org)

- Check meeting website frequently for updates, schedules and agendas
- Complete Exhibitor Application & Payment
- Receive Confirmation via email within ten days
- Receive Booth Assignment Notification & Application Approval
- Review Support Opportunities, Advertising, Symposia
- Receive Meeting Information and Registration Forms
- Register show personnel online
- Make Hotel Reservations online at the WSAUA meeting website
- Make Airline/Transportation Reservations
- Distribute Meeting Information to all Show Personnel
- Download Exhibitor Service Kit from web site
- Send Back Forms for Freight, Installation Requirements, etc.
- Ship Freight and Booth Materials for Storage and Delivery
- Check website for any updates / downloads & give final instructions and Program information to Show Personnel

**NOTES:**