

Sponsorship/Exhibition Prospectus



PLAN TO JOIN US FOR THE 2016 NHPRS CONFERENCE
held at the **UNIVERSITY of PRINCE EDWARD ISLAND**
in **CHARLOTTETOWN, PEI**
May 17th-20th

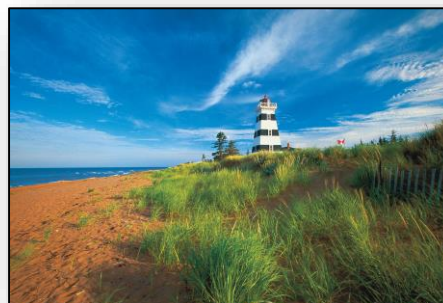
***From idea through commercialization, filling the gap
in Natural Product Research and Development***

For more information:

Visit www.nhprs.ca for updates

or contact **Conference Chair: Dr. Bob Chapman**

Email: bob.chapman@nrc-cnrc.gc.ca Phone: (902) 566-7405



ABSTRACTS WILL BE ACCEPTED FOR A VARIETY OF NHP RELATED THEMES:

(A list of sessions and invited speakers will be made available once the program has been finalized)

- *NHPs and Cardiovascular Disease*
- *NHPs and Cancer*
- *NHPs and Drug Interactions*
- *NHPs and Women's Health*
- *NHPs and Neurodegenerative Disorders*
- *NHPs and Metabolism, Disease & Immunity*
- *Industrial Innovations and Emerging Technologies in the NHP Sector*
- *NHPs and Regulatory Affairs*
- *Functional / Supplemented Foods*
- *Phytochemistry & Quality Control*
- *Traditional Medicines*
- *NHPs, Ethnobotany, and Pharmacognosy*

An Invitation to be a Part of the NHPRS 2016 Conference!

Don't miss May 17th – 20th, 2016 in Charlottetown, PEI!

On behalf of the Natural Health Product Research Society (NHPRS) of Canada, we are honored to invite you to join us as we gather in beautiful Charlottetown PEI to share cross-disciplinary advances and best practices in scientific research and education in the field of natural health products.

The 13th Annual meeting of the NHPRS of Canada promises to bring together and integrate individuals from all aspects of the natural health product industry, from scientists conducting basic research to medical and naturopathic doctors, directly applying this research to the requirements of their patients, as well as government regulators tasked with regulating NHPs for sale in Canada.

With over 200 expected participants, the conference provides a great opportunity to increase the visibility of your company and exhibit products and services to an international group of researchers, clinicians, post-docs and next generation scientists.

As a sponsor and/or exhibitor of this event, you will gain access to large target audience to promote and raise the profile of your company.

Please take the time to review this sponsorship package and determine your requirements for the promotion of your business. We look forward to welcoming you as a valued partner at our conference in 2016.

See you in Charlottetown!

Dr. Paul Shipley
President, NHPRS Canada

Sponsorship and Exhibitor Opportunities

Organizations can help defray the costs of the meeting and provide support for an outstanding scientific program by choosing from five sponsorship levels. Each sponsorship level comes with its own benefits, and each level has a variety of options which sponsors can choose from. These include sponsoring scientific sessions, invited speakers, student awards (travel, best poster, and best oral presentation award categories), breaks, meals, social events, and by providing promotional materials to be used at the conference. Scientific session and invited speaker sponsors will have the opportunity to promote their organization and tie it in to their sponsored session in a 5 minute presentation at the beginning of the event. Break and lunch sponsors will be recognized through sponsor signage in the room where the breaks and lunches take place.

Sponsors can also choose to be a part of our conference exhibition, which is an integral part of our annual conference. The exhibits are on display throughout the entire length of the conference, and all of the breaks and meals will take place in the same room as the exhibition in order to maximize the exhibitor's exposure. The exhibition option is listed under the bronze level sponsorship opportunities.

In addition to the opportunities detailed below, sponsorship/exhibitor packages can be customized to fit your organization's needs. Please don't hesitate to contact the NHPRS should you have any questions about the sponsorship opportunities available or you wish to discuss a customized package.

\$1000 – Bronze level sponsor

- Benefits:
 - Sponsor name and logo will be printed in the conference abstract book, on the NHPRS conference web page, and on general conference signage
 - One full page colour advertisement will be printed in the conference abstract book
 - One item provided by the sponsor will be inserted into the conference bag
- Options:
 - a) Student award given in sponsor's name (1 award category)
 - b) Break sponsor (1 break)
 - c) **Exhibitor (see additional information for exhibitors on page 4)**

\$2000 – Silver level sponsor

- Benefits:
 - All the benefits of a bronze level sponsor + 1 full conference registration
- Options:
 - a) Student awards given in sponsor's name (2 award categories)
 - b) Scientific session sponsor (1 session)
 - c) Break sponsor (2 breaks)
 - d) Lunch sponsor (1 lunch)
 - e) Promotional lanyards for conference name badges (lanyards provided by sponsor)

\$3000 – Gold level sponsor

- Benefits:
 - All the benefits of a bronze level sponsor + 2 full conference registrations
- Options:
 - a) Student awards given in sponsor's name (exclusive – all 3 award categories)
 - b) Invited speaker sponsor (1 speaker)
 - c) Break sponsor (3 breaks)
 - d) Welcome reception sponsor (partial)
 - e) Gala dinner sponsor (partial)
 - f) Promotional conference tote bags (bags provided by sponsor)

\$4000 – Platinum level sponsor

- Benefits:
 - All the benefits of a gold level sponsor + sponsor can insert one additional item into the conference bags
- Options:
 - a) Scientific session sponsor (2 sessions)
 - b) Break sponsor (4 breaks)
 - c) Lunch sponsor (exclusive – 2 lunches)

\$5000 – Diamond level sponsor

- Benefits:
 - All the benefits of a platinum level sponsor + sponsor can give a 5 minute presentation at the Gala dinner
- Options:
 - a) Break sponsor (exclusive – all breaks)
 - b) Welcome reception sponsor
 - c) Gala dinner sponsor

Additional information for exhibitors:

A limited number of exhibition spaces will be available on a first-come, first-served basis.

Exhibitors are provided with the following:

- An 80 sq ft space (approximately 8 ft x 10 ft)
- A 6 ft table
- Two (2) chairs

The "Exhibitor Regulations" are appended at the end of this document. Please note any additional material required for the exhibit must be provided by the exhibitor. Exhibitors will be asked to provide the name(s) and contact information of their on-site representative(s) once their application has been approved. More information regarding exhibit setup and take down dates and times will be provided closer to the date of the conference. The on-site representatives must purchase their conference registration separately (www.nhprs.ca).

Sponsorship/Exhibitor Application Form and Contract

The undersigned hereby applies to sponsor the NHPRS Conference to be held on May 17th – 20th, 2016 in Charlottetown, PEI.

Company:		
Address:		
City/Province (State):	Country:	
Postal Code:	Website:	
Contact Person (Full name):		
Direct Tel:	Fax:	Email:

Please register our organization for the following corporate sponsorship opportunities:

Sponsorship level: <input type="checkbox"/> \$1000* Bronze <input type="checkbox"/> \$2000* Silver <input type="checkbox"/> \$3000* Gold <input type="checkbox"/> \$4000* Platinum <input type="checkbox"/> \$5000* Diamond <input type="checkbox"/> \$_____ Custom	Sponsorship option (see list above): <input type="checkbox"/> A _____ <input type="checkbox"/> B _____ <input type="checkbox"/> C _____ <input type="checkbox"/> D _____ <input type="checkbox"/> E _____ <input type="checkbox"/> F _____
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***If contract & payment is received on or before March 1st, 2016. The sponsorship levels increase by 10% for contracts and payments received after March 1st, 2016.**

METHOD OF PAYMENT

Cheque or credit card will be accepted. All payments are to be made in Canadian Dollars.		
Cheque	Please make cheque payable to: "Natural Health Product Research Society", and mail cheque to: Dr. Steffany Bennet Department of Biochemistry, Microbiology, Immunology University of Ottawa 451 Smyth Road, Rm 4261 Ottawa, ON K1H 8M5	
Credit card	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard
	Card Number:	
	Expiration Date (MM/YY):	CVV Number:
	Name (as it appears on card):	
	Signature:	Date:

Terms of Agreement

- The NHPRS Conference Organizing Committee retains the right to decline any sponsor.
- Sponsorships will be awarded on a first come, first served basis. Sponsorship will not be reserved until full payment is received.
- The NHPRS Conference Organizing Committee reserves the right to pre-approve all materials and advertisements.
- Sponsor logo file in high resolution colour .tiff and .eps formats to be submitted by March 1st, 2016 (or immediately following application acceptance in the case of sponsorship applications received after this date). Email to Dr. Brendan Walshe-Roussel at bwalsher@uwo.ca.
- Sponsor full page advertisement for abstract book in high resolution colour .pdf format (8.5" x 11", without bleeds, cutlines, or safety lines) to be submitted by March 1st, 2016 (or immediately following application acceptance in the case of sponsorship applications received after this date). Email to Dr. Brendan Walshe-Roussel at bwalsher@uwo.ca.
- Sponsor to ship a minimum of 200 inserts for conference bags directly to the conference venue, to be received by May 13th, 2016, to ensure they are included in the conference bag. Insert production and shipping costs are covered by the sponsor.
- Promotional material sponsor (lanyards or conference bags) to ship a minimum of 200 logo'd products directly to the conference venue, to be received by May 13th, 2016. Material and shipping costs are covered by the sponsor.
- Sponsorship fees are non-refundable.

In making this application, the Sponsor has read and understood the sponsor requirements detailed in the "Sponsorship and Exhibitor Opportunities" and the "Terms of Agreement" detailed above, and the Sponsor agrees to comply with all sponsor opportunity requirements and terms. Sponsors applying to exhibit at the conference confirm that they have read, understood, and agree to comply with all the of "Exhibitor Regulations" appended at the end of this document. It is mutually agreed that all of said sponsor requirements, exhibitor requirements, and terms of agreement shall be interpreted by the Natural Health Product Research Society Conference Organizing Committee, or their designate, and the parties hereto shall be bound by such interpretation.

Signature:

Name:

Title:

Date:

Please complete and sign the contract (pages 5-6), then email as a PDF to Dr. Paul Shipley (NHPRS president - paul.shipley@ubc.ca), Dr. Steffany Bennett (NHPRS treasurer - sbennet@uottawa.ca), Dr. Bob Chapman (NHPRS 2016 conference chair - bob.chapman@nrc-cnrc.gc.ca), and Dr. Brendan Walshe-Roussel (bwalsher@uwo.ca). This sponsorship will be confirmed when the full payment is received.

OFFICE USE ONLY

Date of contract received	
Accepted by	
Date of payment processed	
Processed by	

Exhibitor Regulations

1. Official Name of the Annual Meeting and Exhibition:

The official name of the conference is *“The 13th Annual Meeting of the NHPRS of Canada - From idea through commercialization, filling the gap in Natural Product Research and Development”*.

2. Assignment of Exhibit Space:

The exhibit space at the NHPRS Conference will be assigned on a first-come, first-served basis, and all applications are subject to the approval of the conference organizing committee.

3. Shipping:

The conference venue will not be responsible for shipping any packages. You agree to take the sole responsibility of handling arrangements in advance and coordinate with the respective shipping/delivery service. If any boxes or materials are being shipped to the conference venue, please address them to:

Dr. Bob Chapman

National Research Council of Canada
Aquatic & Crop Resource Development
550 University Avenue,
Charlottetown, PE C1A 4P3
Phone: (902) 566-7405

4. NHPRS Conference Right to Approve Exhibitors:

All exhibits shall serve the interests of the NHPRS Conference, membership, and attendees. NHPRS Conference reserves the right to require the immediate withdrawal of an exhibit, if the organizers believe that the exhibit may be injurious to the purposes of the conference.

5. Fire Prevention:

Exhibitors must NOT encroach on aisle space, and must remain within the assigned exhibit space. All materials used for the exhibition must be fire resistant. Cartons, boxes and crates may not be stored under tables, behind displays or in any part of the exhibit area. Contact conference chair to make arrangements for the temporary storage of your packing materials during the exhibition. All hazardous exhibits, regardless of type, are prohibited in the Exhibition area. The prohibition covers open flames, coal, liquid propane gas and gas tank, toxic liquid or gas, dangerous toxic products, etc.

6. Care of Building, Equipment & Property:

The conference venue does not permit anything to be nailed, posted or otherwise attached to their walls or furniture. Only authorized NHPRS and venue signage.

7. Liability Insurance:

Every reasonable precaution will be taken to protect Exhibitor's property during installation, exhibition period and dismantling. However, the NHPRS Conference will not accept responsibility for injury to persons or loss of or damage to products, exhibit, equipment, or decorations by fire, accident, theft or any other cause, while at the conference venue. Exhibitors must carry appropriate insurance to cover display materials against damage and loss, and public liability against injury to persons and property of others.

8. Booth construction:

The back wall of the booth should not exceed 2.4 meters high (8 feet) and the side walls should not exceed 1 meter (3 feet).

9. Authorized Exhibitor Representatives:

Each exhibitor shall provide to the organizers, in advance, the name and the title of the person(s) who will be in attendance at the exhibit. This person(s) will be responsible for the installation, operation and removal of the exhibit. Said representative shall be authorized to enter into such service contracts, as may be necessary, for which the exhibitor shall be responsible.

10. Security and Damages:

While every effort will be made to provide security to the exhibits during the conference, neither the NHPRS Conference or Organizing Committee will be responsible for injury, loss or damage to persons, goods, equipment, or decorations, caused by accident, loss or any other cause, the safety of exhibits against fire, robbery, damage, accidents, acts of God or any other destructive cause, or for any injury that may arise to the public leased areas, or to the Exhibitors or their employees during move-in and move-out operations, or at any time during the NHPRS Conference, while transporting goods to and from the exhibition. Insurance for individual exhibits is the sole responsibility of the Exhibitor. Where appropriate, laptops and other high value electronic equipment should be locked or secured against theft. Booths are to be staffed by exhibitor personnel at all times, during the hours that the exhibition area is open.

11. Payment Terms:

Exhibit booth space applications received prior to March 1st, 2016 must be accompanied by a 50% deposit towards the total cost of the booth space rental. 100% of the balance owing is due by March 1st, 2016. Applications received after March 1st, 2016 must be accompanied by payment in full. If the total cost of the booth space is not fully paid by March 1st, 2016, NHPRS Conference has the right to release the assigned booth space and terminate this contract under the conditions outlined under Section 12 (Cancellations).

12. Cancellations:

The exhibitor will pay an administrative fee of \$200.00 plus applicable taxes, in the event of a cancellation by the Exhibitor for any reason whatsoever, and provided that cancellation notice is received by the NHPRS Conference, in writing by email, fax or mail by March 1st, 2016 to the following address:

Dr. Steffany Bennet (sbennet@uottawa.ca)
Department of Biochemistry, Microbiology, Immunology
University of Ottawa
451 Smyth Road, Rm 4261
Ottawa, ON K1H 8M5

There will be no refund for booth spaces cancelled by the Exhibitor after the above cut-off date.

If the NHPRS Conference is cancelled for reasons beyond the Organizing Committee's control, the Organizing Committee will not be liable for any expenses incurred by the Exhibitor.