



# **NRG2023**

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# **EXHIBITOR PROSPECTUS**

## WINTER 2023

NRG Oncology Semiannual Meeting  
January 26-28, 2023

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# ABOUT NRG ONCOLOGY

## NRG Oncology Mission Statement:

NRG Oncology seeks to improve the lives of cancer patients by conducting practice-changing, multi-institutional clinical and translational research with an emphasis on gender-specific malignancies including gynecologic, breast, and prostate cancers and on localized or locally advanced cancers of all types.

## NRG Oncology Focuses on the Following Diseases:

- Adult brain tumors (primary and secondary)
- Head and neck cancer
- Localized and locally advanced lung cancer (both NSCLC and SCLC)
- Breast cancer
- Gastrointestinal cancer
- Genitourinary cancer (emphasizing non-metastatic prostate and bladder)
- Gynecologic cancer (including ovarian, cervix, and endometrial)

# ABOUT NRG2023

## Educational Objectives of this Meeting:

- 1** Provide information to meeting participants on the current state of clinical and basic oncologic research, particularly, but not exclusively, as it relates to clinical trials in NRG Oncology's research focus areas through:
  - presentation of progress reports on recently completed studies including research from the three legacy groups, emerging basic science research, cancer center and other NCI activities, and efforts of individual investigators;
  - updates on current clinical trials and basic science research; and,
  - discussions concerning future clinical programs to diagnose, treat, and/or prevent cancer.
- 2** Provide participants with peer review critiques of progress of their projects with the objective of self-improvement:
- 3** Identify strengths and weakness of individual investigators and their institutions. Counsel investigators in corrective procedures to obtain better research and better-reported data. Provide educational programs on research objectives and procedures to improve investigator quality and productivity.
- 4** Provide a forum for expert reports from diverse fields to improve research practices and patient management.



# WELCOME FUTURE EXHIBITORS

The purpose of the exhibits is to provide opportunities to inform members regarding the latest technologies, drugs, supplies, and services available to oncology researchers.

## EXHIBITOR APPLICATION DEADLINE:

December 28, 2022

## EXHIBITING HOURS:

January, 26, 2023 - 7:00AM - 6:00PM

January 27, 2023 - 7:00AM - 5:30PM

January 28, 2023 - 7:00AM - 12:30PM

## EXHIBIT INSTALLATION HOURS:

Exhibit set-up begins: 4:00PM on January 25, 2023. Exhibits must be dismantled by: 1:30PM on January 28, 2023.

## HOTEL RESERVATIONS

Hotel reservations may be made via the NRG Oncology website after November 7, 2022 at [www.NRGoncology.org](http://www.NRGoncology.org) under meeting resources tab.

## EVENT REGISTRATION

Exhibitors will be registered by the Director of Exhibits via the exhibitor staff form, Page 10 of the Exhibitor Prospectus.

## REGISTRATION QUESTIONS

For questions regarding registration, please contact [balld@NRGoncology.org](mailto:balld@NRGoncology.org).

## OFFERINGS

### Meeting Program Listing

- Exhibitors receive complimentary advertising (mission statement and logo) in our final Program, **which is distributed to over 2,000 attendees.**

### Online Platform Listings

- Exhibitors receive complimentary advertising (mission statement, logo, weblinks) on our platforms.
- In addition to exhibiting, NRG offers a variety of sponsorship opportunities including swag advertising and targeted receptions (limited availability).

## MORE INFORMATION

For more information, please email:

**[Exhibits@NRGoncology.org](mailto:Exhibits@NRGoncology.org)**

# EXHIBITOR GUIDES & FAQs

## ELIGIBILITY

- An organization that has a product or service that is related to the field of oncology is eligible to exhibit at the NRG Oncology Semiannual Meeting. All exhibitor applications must be approved by NRG Oncology in advance of the meeting.

## EXHIBIT INSTALLATION

- Exhibit set-up begins 4:00PM on January 25, 2023. Exhibits must be dismantled by 2:00PM on January 28, 2023.
- Hours are subject to change as our schedule is finalized. Any charges for shipping, Installation, and dismantling are the responsibility of the exhibitor.

## SPACE

- Rental of the space includes one (1) draped 6' x 30" table and two (2) chairs. The exhibitor is responsible for signage. Any internet connectivity or electrical needs are the responsibility of the Exhibitor. Information regarding these services will be provided after we have received your application.

## USE OF SPACE

- No exhibit shall interfere with another exhibit. Signs, motion pictures, public address apparatus, loud speaking records and tapes are not permitted without special permission.

## SUBLETTING OF SPACE

- Subletting of space will not be permitted. The principal exhibitor must sign the application for space. The principal exhibitor may not have materials, representatives or equipment from any organization other than his or her own.

# EXHIBITOR GUIDES & FAQs

## LIABILITY AND SECURITY

- Neither NRG Oncology nor the meeting facility will guarantee exhibitors against loss and will not be held responsible for loss of any material by or for any cause. Exhibitors must make provisions for safeguarding of their goods, materials, equipment and display at all times. Exhibitors are encouraged to carry their own insurance through their own sources at their expense.
- Exhibitor agrees to and does indemnify, hold-harmless and defend NRG Oncology from and against any and all liability, responsibility, loss, damage, cost, or expense of any kind (including attorney's fees) which NRG Oncology may incur, pay or be required to pay, for any incident arising directly or indirectly from any intentional or negligent act or omission by exhibitor or any of its employees, or agents. NRG Oncology and its respective agents and employees shall not be responsible in any way for damage, loss, or destruction of any property of exhibitor or injury to exhibitor or its representative, agents, employees, licensees, or invitees.

## LITERATURE FOR DISTRIBUTION

- All new exhibitors must submit sample copies of all literature to be distributed, and include the copies in the application for space, or be forwarded as soon as possible to the director of exhibits. NRG Oncology has the right to forbid distribution of any material(s).

## DEMONSTRATIONS

- Competent, well-informed demonstrators must be in charge of all exhibits and must be present during all intermissions, excluding ghost exhibits.

## SHIPPING

- Instructions and Information to follow after receipt of application, forms, and payment.

# EXHIBITOR FEES

## EXHIBITOR AND MEETING ROOM SPACE FEES

Exhibitor Type	Exhibitor Fee	Meeting Space Fee	Additional Exhibitor Table Fee	Additional Meeting Space Fee
Commercial - Industry	\$4,000	\$2,000	\$1,000	\$1,000
Non-Profit Organization	\$800	\$1,000	\$400	\$500

- Meeting room spaces are limited and assigned based on a first-come basis.
- Exhibitor fee is for exhibit space which consists of draped table, chairs. Also includes advertising in final program, meeting attendee hub, and social media sites. Exhibitors must pay the costs of any electrical or other special requirements directly to the hotel.





# SPONSORSHIP FEES

## SPONSORSHIP OPPORTUNITIES AND FEES

Sponsorship Type	Sponsorship Level One	Sponsorship Level Two	Sponsorship Level Three
Targeted Reception	\$7,000	\$10,000	\$15,000
Advertising	\$2,000	\$3,000	\$4,000
Promotional Advertising	\$4,000	\$6,000	\$8,000

- Targeted reception space is limited and based on a first-come basis. Food and beverage is not included in the pricing and requires prior approval from the Director of Exhibits.
- Level one advertising includes logo, company description, and acknowledgement in final program.
- Level two advertising includes logo, company description, product ad page, and acknowledgement in final program.
- Level three advertising includes logo, company description, product ad page, acknowledgement in final program, and advertising on our meeting attendee hub.
- Promotional advertising includes the items to be provided by the Sponsor to be distributed at the meeting such as water bottles, notepads, stylus pens, or other promotional items with sponsors logo, in addition to advertisement on our virtual attendee hub. Requires approval from the Director of Exhibits.



# EXHIBITOR APPLICATION FORM

## EXHIBITING COMPANY INFORMATION

**COMPANY NAME:**

**CONTACT NAME:**

**CONTACT EMAIL ADDRESS:**

**COMPANY WEBSITE ADDRESS:**

**CONTACT'S TITLE:**

**CONTACT'S PHONE:**

### **COMPANY DESCRIPTION:**

Please provide three-to-five line description of your company below or send in a separate document.



# EXHIBITOR-SPONSOR SELECTION FORM

## EXHIBITING/SPONSOR PACKAGE INFORMATION

### EXHIBITORS

- ☐ EXHIBITOR COMMERCIAL - \$4000
- ☐ EXHIBITOR NON-PROFIT - \$800
- ☐ ADDITIONAL TABLE COMMERCIAL - \$1000
- ☐ ADDITIONAL TABLE NON-PROFIT - \$400

### MEETING ROOM SPACE

- ☐ MEETING ROOM SPACE COMMERCIAL - \$2000
- ☐ MEETING ROOM SPACE NON-PROFIT - \$1000
- ☐ ADDITIONAL MEETING ROOM SPACE COMMERCIAL - \$1000
- ☐ ADDITIONAL MEETING ROOM SPACE NON-PROFIT - \$500

### SPONSORSHIP (ADVERTISING)

- ☐ LEVEL ONE - \$2000
- ☐ LEVEL TWO - \$3000
- ☐ LEVEL THREE - \$4000

### SPONSORSHIP (FEE)

- ☐ TARGETED RECEPTION
- ☐ PROMOTION ADVERTISING

**For targeted reception or promotion marketing, please contact the  
Director of Exhibits for further information at  
[exhibits@nrgoncology.org](mailto:exhibits@nrgoncology.org)**



# **NRG ONCOLOGY CREDIT AUTHORIZATION FORM**

## **CARD HOLDER INFORMATION**

**CARD HOLDER NAME:**

**COMPANY NAME:**

**BILLING ADDRESS:**

**CITY, STATE, & ZIP CODE:**

**EMAIL ADDRESS:**

**PHONE NUMBER:**

## **CREDIT CARD INFORMATION**

**CREDIT CARD TYPE:**

**CREDIT CARD NUMBER:**

**EXPIRATION DATE:**

**CVV NUMBER:**

**AUTHORIZATION AMOUNT: \$**

**AUTHORIZATION SIGNATURE:**

**By signing this document, you are authorizing NRG Oncology to charge the listed credit card, the authorized amount listed on this form. Please return completed form to [balld@nrgoncology.org](mailto:balld@nrgoncology.org)**



# EXHIBITOR STAFF BADGE FORM

Please complete this form for on-site exhibitor attendees. If you have updates/changes please resubmit form to [exhibits@nrgoncology.org](mailto:exhibits@nrgoncology.org).

## EXHIBITING STAFF INFORMATION - COMPLIMENTARY BADGE ONE

**FULL NAME:**

**EMAIL ADDRESS:**

**TITLE:**

**PHONE:**

## EXHIBITING STAFF INFORMATION - COMPLIMENTARY BADGE TWO

**FULL NAME:**

**EMAIL ADDRESS:**

**TITLE:**

**PHONE:**

## EXHIBITING STAFF INFORMATION - COMPLIMENTARY BADGE THREE

**FULL NAME:**

**EMAIL ADDRESS:**

**TITLE:**

**PHONE:**

**ADDITIONAL EXHIBITOR STAFF BADGES ARE \$200**



# **CANCELLATIONS & REFUNDS**

## **CANCELLATION POLICY**

In the event that the Semiannual Meeting is postponed due to any occurrence not occasioned by the conduct of NRG Oncology or Exhibitor, whether such occurrence be an Act of God or the common enemy or the result of war, riot, civil commotion, sovereign conduct, or the act or conduct of any third party, then the performance of the parties of their respective meeting obligations shall be excused for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof. If the occurrence results in cancellation of the meeting, the obligations of the parties under applicable agreements shall automatically be terminated and all exhibit payments shall be refunded to Exhibitor, less a pro rata share of expenses actually incurred by NRG Oncology in connection with the meeting.

## **REFUND POLICY**

Full refund minus \$500 administrative fee for all cancellation request received prior to December 21, 2022.

Half refund minus \$800 Administrative fee for all cancellation request received after December 21, 2022.

No refunds will be granted after December 28, 2022.

## **CONTACT INFORMATION**

For questions or information regarding the exhibitor prospectus, please contact:

**Davina Ball**

Director of Exhibits

Email: [exhibits@nrgoncology.org](mailto:exhibits@nrgoncology.org)