

2007 Joint Annual Meeting of AIBS and NSC Alliance

May 14-15, 2007

Capital Hilton Hotel, Washington, DC

EVOLUTIONARY BIOLOGY AND HUMAN HEALTH

Sponsors & Exhibitors

About AIBS and the 2007 Annual Meeting

AIBS invite you to participate in its 57th Annual Meeting. AIBS is a nonprofit 501(c)(3) scientific association dedicated to advancing biological research and education for the welfare of society. Founded in 1947 as a part of the National Academy of Sciences, AIBS became an independent, member-governed organization in the 1950s. Today, with headquarters in Washington, DC, and a staff of approximately 50, AIBS is sustained by a robust membership of some 5,000 biologists and 200 professional societies and scientific organizations; the combined individual membership of the latter exceeds 250,000. AIBS advances its mission through coalition activities in research, education, and public policy; publishing the peer-reviewed journal *BioScience* and the education website ActionBioscience.org; providing scientific peer review and advisory services to government agencies and other clients; convening meetings; and managing scientific programs. Website: www.aibs.org.

The 2007 Annual Meeting theme, "Evolutionary Biology and Human Health," will include talks and discussion groups with leaders in science, education, and public policy. The select audience of approximately 300 will be a mix of professional biologists, educators, university faculty, NGO staff, government agency staff, and media. We encourage our exhibitors and sponsors to participate also!

Why Exhibit?

Exhibitor Benefits:

A strategically positioned exhibit area.

Centrally located in the Senate Room, the exhibits will have maximum exposure to attendee traffic flow. Meeting registration will be held nearby and daily coffee breaks will be located in the exhibit area.

Unique Networking Opportunities.

Exhibitors will receive two complimentary badges that will allow admission to all sessions and socials.

Attendee List

Exhibitors will receive a list of Annual Meeting attendees. This list will include any on site registrants and will be emailed to you after the meeting.

Co-Sponsored with Natural Science Collections Alliance (NSCA)

Exhibitors will benefit from having both AIBS and NSCA participants at the 2007 meeting.

Sponsorship Opportunities

Maximize your company's visibility and announce your support of the AIBS 57th Annual Meeting by becoming a sponsor. Whether you are an exhibitor or not, there are a wide variety of sponsorship opportunities designed to promote your company's name to conference attendees.

This year's sponsors will enjoy:

- An "AIBS/NSCA Sponsor" sign displayed prominently at your sponsored function
- Your company's name and booth number will be listed on the sponsorship page of the final program.

Choose from a variety of options:

Materials at Take-One Table	\$200
Hyperlinked Ads	\$100
Promote your company by placing a hyperlinked ad with AIBS. Hyperlinks will be active February through July 2007.	
Registration Packet Inserts	\$200
Supply AIBS with inserts to be included with the registration packets that are handed to attendees when they check in.	

Student Poster Award Sponsor	\$1000
Welcome Mixer and Poster Session	\$2000
Monday, May 14 from 7:30-10:00 PM.	
Diversity Scholars Luncheon	\$2000
Monday, May 14th	
Coffee Breaks	\$1000 each
Spotlight your company by sponsoring a coffee break. A 1/2 hour break will be held in the exhibit area Monday morning and afternoon and Tuesday morning.	

Speakers

Confirmed speakers for the AIBS/NSCA Annual Meeting are listed below. Additional speakers are in the process of being added to the program.

Eric Green, National Human Genome Research Institute, National Institutes of Health

Edward Holmes, Center for Infectious Disease Dynamics, The Pennsylvania State University

Rustom Antia, Department of Biology, Emory University

Carlos Bustamante, Department of Biological Statistics and Computational Biology, Cornell University

Douglas C. Wallace, Center for Molecular & Mitochondrial Medicine and Genetics, University of California, Irvine

Sarah Tishkoff, Department of Biology, University of Maryland

Martin Nowak, Program for Evolutionary Dynamics, Harvard University

Randolph Nesse, Evolution and Human Adaptation Program, The University of Michigan

Panels and Discussion Groups

Held throughout the meeting between plenary sessions. Led by plenary speakers, invited guests, AIBS Board and committee members, and AIBS staff.

Site & Housing Information

The Capital Hilton is the host hotel and will house all meeting events. The hotel is just two blocks from the White House and about 20 minutes from Washington's Reagan National Airport. Three separate Metro stations are within two blocks of the Capital Hilton. The shops and restaurants of downtown Washington are within walking distance. The Mall, monuments, and other points of interest in downtown Washington can be easily accessed via the Metro. **Reservations must be made on or before 13 April 2007 to get the meeting rate of \$279 per night.** After 13 April 2007, the Capital Hilton will accept reservations on a space- and rate-available basis.

HOST HOTEL AND EVENTS LOCATION

Capital Hilton Hotel **Check-In:** 3:00 PM

1001 16th Street NW **Check-Out:** 1:00 PM

Washington, DC 20036 **Rate:** \$279.00/night

Phone: 202-393-1000 **Tax:** 14.5%

Fax: 202-639-5784

http://www.hilton.com/en/hi/groups/personalized/dcashhh_aib/index.jhtml

Show Services, Hours and Fees

The basic charge for a tabletop exhibit is \$500. The fees include a 6' table or freestanding booth (10' wide maximum), 2 chairs and ID sign.

To reserve your space, you may call or fax the AIBS/NSCA Headquarters (tabletops will be held for 30 days pending payment) or mail the online reservation form. Space can be paid for by check, American Express, Visa or MasterCard. Tabletops will be assigned on a first-come, first-served basis. For reservations or further information contact:

Sue Burk/Lori Strong
AIBS/NSCA
1313 Dolley Madison Blvd., Suite 402
McLean, VA 22101
PHONE: (703) 790-1745
FAX: (703) 790-2672

Exhibition Schedule

Exhibits Open	Monday, 5/14 9:30 AM-9:00 PM
	Tuesday, 5/15 9:00 AM-Noon
Set Up	Monday, 5/14 7:30-9:30 AM
Tear Down	Tuesday, 5/15 Noon-2:00 PM

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Exhibit Space Contract and Sponsorship Reservation Form

Capital Hilton Hotel – 1001 16th Street NW, Washington, DC – May 14-15, 2007

Exhibit Dates and Hours:

Monday, May 14 9:30 AM-9:00 PM

Tuesday, May 15 9:00 AM-Noon

Set Up: Monday, May 14 7:30-9:30 AM

Tear Down: Tuesday, May 15 Noon-2:00 PM

Exhibit and Sponsorship Prices

Tabletop or freestanding booth (\$500/tabletop) \$ _____

Hyperlinked Ads (\$100) \$ _____

Student Poster Award Sponsor (\$1000 each) \$ _____

Website link on meeting website (\$100 each) \$ _____

Materials at Take-One Table (\$200) \$ _____

Welcome Mixer & Poster Session (5/14/07) (\$2000) \$ _____

Diversity Scholars Luncheon (5/15/07) (\$2000) \$ _____

Coffee Break (\$1000 each) \$ _____

Registration Packet Inserts(\$200 each) \$ _____

There will be an across the board 25% discount for nonprofits and AIBS member societies and organizations less 25% if applicable _____

TOTAL \$ _____

Company Name _____ Web site: _____

Address _____

City _____ State _____ ZIP _____

Phone _____ FAX _____

Submitted and Authorized by (This is acknowledging acceptance of Rules and Regulations on reverse.)

Name and Title: _____ Date: _____

Exhibitor's copy of the accepted agreement and future correspondence regarding the exhibit should be directed to the following individual:

Name: _____ Email: _____

EXHIBIT PERSONNEL (Limit of 2 per booth):

1.) Name _____ 2.) _____

Description of the equipment, supplies, processes or services to be featured: (For publication in the Final Program, must be submitted by April 13, 2007) This description limited to three lines of typed text.

PLEASE SEE OTHER SIDE OF FORM FOR IMPORTANT RULES AND REGULATIONS

Exhibit space will be allocated on a first-come, first-served basis (telephone or fax reservations via the McLean Secretariat are permitted). Whenever possible, space will be allotted according to the Exhibitor's request, but the final arrangement will be determined by the American Institute of Biological Sciences and the Natural Science Collections Alliance in such a way as to produce the most advantageous grouping of the exhibits shown. *Please make check payable to American Institute of Biological Sciences, or Natural Science Collections Alliance, or fill in credit card payment authorization and mail to the McLean address at the bottom of this page. Enclose this agreement which will be returned upon acceptance and signature by an authorized representative of the American Institute of Biological Sciences or the Natural Science Collections Alliance.*

Credit Card Payment: VISA MasterCard American Express

Card # _____ Exp. Date _____

Cardholder Name _____ Signature _____

Credit Card Billing Address _____

DO NOT WRITE IN THIS SPACE

Accepted by AIBS _____

Payment Date: _____

Amount: _____

Payment Type: CC Check # _____

Signature _____

Booth(s) Assigned _____

MAIL TO: ATTN: Sue Burk/Lori Strong
1313 Dolley Madison Blvd,
Suite 402
McLean, VA 22101
Phone: (703) 790-1745
FAX: (703) 790-2672

QUESTIONS: Sue Burk – Sburk@BurkInc.com
Lori Strong – LStrong@BurkInc.com

RULES AND REGULATIONS

1. Location, Dates, and Hours of Exhibit: The Exhibition will be held at the Capital Hilton Hotel. The exhibit area will be open free of charge to the meeting registrants as follows:

Monday, May 14	9:30 AM-9:00 PM
Tuesday, May 15	9:00 AM-Noon

These hours are subject to change as dictated by program requirements.

2. Installation and Dismantling: Booths will be accessible to exhibitors for setting up displays from 7:30-9:30 am on Monday, May 14, 2007, and are to be ready for display by 9:30 AM-9:00 pm on Monday, May 14, and 9:00 am-Noon, Tuesday, May 15, 2007. Packing and removal can begin after Noon on Tuesday, May 15, 2007.
3. Standard and Special Booth Equipment: Standard booth equipment consists of a table and 2 chairs and ID sign. Shipments of freight should be made directly to the hotel
All independent service companies performing work at the show site will be required to submit certificates of insurance for both workers' comprehensive and general liability insurance, at amounts established by the District of Columbia. Deadline for receipt of these materials is April 13—three weeks prior to the start of the show. In addition, such contractor must submit his request in writing to the show management and list the names of all company representatives working in the exhibit area and must adhere to all exhibitor move-in and move-out hours and regulations.
4. Space assigned to an Exhibitor may be transferred by the Exhibit Manager to affect balance against congestion, to avoid confusion in firm names, to solve competitive conditions, or similar reasons. No such transfer will be made without notice to Exhibitor in writing. An Exhibitor may not share or sublet space to another party. One Exhibitor may not exhibit the named "end product" of another Exhibitor without permission of that Exhibitor and the Exhibit Manager in writing.
5. General Regulations: Loud speaking sound displays are prohibited. The Society reserves the right to refuse any exhibit not in good taste or inconsistent with a meeting of this kind. All exhibits, backwalls and decorations will be limited to 8' in height and not extending more than 2' from the backwall except actual equipment which in normal operation exceeds this height. Permission to exhibit equipment with abnormal heights must be obtained from the Exhibit Manager.
6. Exhibitor will be responsible for state sales tax owed to District of Columbia, on any transactions made on the show floor. Exhibitor will be responsible for any business license required by the District of Columbia. No exhibitor will be permitted to give away premium items, nor to conduct any prize drawings, awards for signing of names and addresses, or other extreme promotions without first obtaining written permission from the Exhibit Manager.
7. Photographing booths is limited to non-exhibit hours or candid shots only. Exhibitors and photographers shall not disrupt visitor traffic by clearing booths or aisles for photography during the regular conference hours.
8. All exhibit and booth materials, particularly drapes, curtains, table covers, etc. must comply with Federal, State and City Fire Laws, Insurance Underwriter and Hotel Safety Regulations, and must be flame-proof. All packing containers, excelsior and similar materials are to be removed from the exhibition area upon completion of the booth arrangement. The Exhibitor is restricted to materials which will pass fire inspection. Decorations of paper, pine boughs, leafy decorations or tree decorations or tree branches are prohibited. Volatile or flammable oils, gases, unprotected picture films, other explosives or flammable matter, or any substance prohibited by the City Departments or authorities, will not be permitted in the exhibition areas. Likewise, all electrical work and electrical wiring must be approved and installed in accordance with State and Local Regulations. Smoking in exhibits is prohibited. Crowding will be restricted. Aisles and fire exits cannot be blocked by exhibits.
9. In their own best interest, and for security, Exhibitors shall keep an attendant in their booths during all exhibit hours. **No exhibit may be dismantled before the specified time, nor may any part of the exhibit**

or equipment be removed, once it has been set up, without permission of the Exhibit Manager.

10. Due to the tremendous value of exhibits, it is impractical and impossible to insure Exhibitor's equipment against loss, theft, damage and breakage. Neither the Hotel nor any of its employees nor representatives, nor any representative of the American Institute of Biological Sciences, Natural Science Collection Alliance, nor Burk and Associates, Inc., nor any subcontractor will be responsible for any injury, loss or damage to the Exhibitor, the Exhibitor's employees or property, however caused. In addition, the Exhibitor must assume responsibility for damages to the Hotel property and indemnify and hold harmless the Hotel from liability, which might ensue from any cause, whatsoever, including accidents or injuries to Exhibitors, their agents or employees. The Exhibitor must also assume responsibility for any accident, injury or property damage to any person viewing his exhibit where such accident, injury or property damage is caused by the negligence of the Exhibitor, his agents or employees. In view of the foregoing, Exhibitors are urged to place "extraterritorial" and other coverage on equipment and exhibits, and arrange for extended public liability insurance with their regular insurance carrier, particularly if they are conducting experiments or demonstrations using heat or high voltage.
11. The American Institute of Biological Sciences, the Natural Science Collection Alliance, and the Exhibit Manager for the meeting will cooperate fully, but cannot assume responsibility for damage to Exhibitor's property, lost shipments either coming in or going out of the premises or for moving costs. Any damage due to inadequately packed property is Exhibitor's own responsibility. If exhibit fails to arrive, Exhibitor will be, nevertheless, responsible for booth rent and no refund will be made. Exhibitors should carry insurance against such risks.
12. **Exhibitors wishing to have Hospitality Suites must reserve them through the Exhibit Manager. Such Suites cannot be open during any Meeting or Exhibit Hours and can be open after midnight only with Exhibit Manager's permission.**
13. The Exhibit Manager will attempt to assist and generally protect Exhibitors, keep them informed and will assume responsibility for its own misconduct and negligence all in good faith.
14. Rejected Displays: Unethical conduct or infraction of rules on the part of the Exhibitor or his representatives or both will subject the Exhibitor or his representatives to dismissal from the exhibit area. In which event it is agreed that no refund shall be made and further that no demand for redress will be made by the Exhibitor or his representatives.
15. Care of Building and Equipment and Safety Precautions: Exhibitors, or their agents, must not injure or deface the walls or floors of the building, the booths, or the equipment in the booths. When such damage appears, the Exhibitor is liable to the owner of the property so damaged.
16. The Exhibitor will engage at its expense, and through the Hotel where the Hotel so requires, all necessary labor and trade performing functions directly related to the exhibit. The exhibitor agrees that any person employed to perform such functions on a temporary basis at the Hotel shall be represented by the appropriate bonafide AFL-CIO Union.
17. Cancellation: If space contracted for is canceled by an Exhibitor after April 14, 2007, or if the Exhibitor fails to occupy space contracted for, the Society is entitled to the full amount of the booth space charge. If the space reserved is canceled by the Exhibitor before April 13, 2007, 50% will be retained by the Society and the balance refunded. If booth space is not occupied by 9:00 AM, Monday, May 14, 2007, the Society will have right to such space as it sees fit to eliminate blank spaces in the exhibit area.
18. Amendment to Rules: Any and all matters or questions not specifically covered by the preceding Rules and Regulations shall be subject solely to the discretion of the American Institute of Biological Sciences.
The foregoing regulations have been formulated for the best interests of all Exhibitors; the cooperation of all exhibitors is requested.

Pre-Meeting Contact Telephone Number:

Sue Burk or Lori Strong, AIBS and NSCA Business Office 703-790-1745