

Basic Cardiovascular Sciences 2023 Scientific Sessions

July 31- August 3, 2023

TABLE OF CONTENTS

Section 1: General Information

- Exhibitor Registration Hours
- Installation
- Dismantle
- Exhibit Dates & Hours
- Contacts

Section 2: Association Services

- Booth Activities Form Mandatory Form, Due June 5, 2023
- Exhibitor Appointed Contractor Form

Section 3: Contractor Services

- Electrical Services
- Telephone Services
- Internet Services
- Lead Retrieval

Section 4: Shipping & Receiving

• Shipping Information

Section 5: Housing & Registration

- Exhibitor Housing
- Hotel Information
- Registration Information
- Exhibitor Staffing

Section 6: Sponsorship & Advertising

• Sponsorship and Advertising Listing



GENERAL INFORMATION

BCVS 2023 Scientific Sessions

July 31 – August 3, 2023

Exhibitor Registration Hours:

Monday, July 31st 8:00 a.m. – 4:30 p.m. Tuesday, August 1st 7:00 a.m. – 4:30 p.m. Wednesday, August 2nd 7:00 a.m.—4:30 p.m.

Installation:

Sunday July 30th 3-6 pm or Monday July 31st 6-7:45 am

<u>Dismantle:</u> Wednesday, August 2nd 4:30-7:00 pm

Exhibit Dates & Hours Monday, July 31st 8:00am-4:30pm

Tuesday, August 1st 7:00am-4:30pm

Wednesday, August 2nd 7:00am-4:30pm

Breaks

Monday, July 31, 2023 10:15-10:45 am / 12:30-1:00 pm / 2:45-3:15 pm

Tuesday, August 1, 2023 7:00-8:00 am / 9:15-9:45 am / Noon-1:30 pm / 2:45-3:15 pm

Wednesday, August 2, 2023 7:00-8:00 am / 9:15-9:45 am / 11:45 a.m.-1:30 pm / 2:45-3:15 pm

Contacts

American Heart Association

7272 Greenville Avenue Dallas, Texas 75231 (888) 242-2453 (inside the U.S.) (214) 570-5935 (outside the U.S.)

Exhibitor Services

Amy Miller Exhibits Manager (214) 706-1922 amy.miller@heart.org

Westin Boston Seaport District 425 Summer Street

Boston, MA 02210 617-532-4600



Association Required Forms

Please make sure you have the following forms completed by June 5, 2023. You will receive an active link via email or visit <u>www.exhibitatsessions.org</u>

Company Profile/Booth Activity

Exhibitor Appointed Contractor Form

Submission of this form is ONLY necessary IF you are using the services of an independent contractor for any service such as booth installation and/or dismantle. Please make sure you indicate the information for each independent contract that you are using. Submission of this form must be completed by June 5, 2023.

Sponsorship and Advertising

Refer to the 2023 prospectus for all your sponsorship opportunities <u>HERE</u>.

Lead Retrieval – Early Bird Discount, July, 28th

Place your order for lead retrieval HERE.

XPress Connect App:

- Please check out our <u>XPress Connect App Fact Sheet.</u>
- To try out the XPress Connect App before you purchase please select our <u>DEMO</u>
- To view the XPress Connect App in action, please select our <u>Video</u>



SHIPPING AND RECEIVING

Please make sure your materials arrive no earlier than July 26, 2023.

Westin Boston Seaport District 425 Summer Street Boston, MA 02210 617-532-4600

(BCVS 2023) (Arrival Date) Hold for Guest (Guest name) (Guest Cell Number) (Guest Company Name) (Booth Number) (Convention/Conference/Group)—BCVS 2023 BOX _____ of _____

Upon arrival, please visit the <u>Business Center</u> to arrange for your exhibit freight to be delivered to your booth. (Receiving Fee will apply—see attached document)

*Exhibitors are responsible for paying all associated shipping fees.

If you are planning to ship a large quantity, heavy or large crates to the hotel there may be a labor fee in addition to the storage and handling fee. Please see attached document.



EXHIBITOR HOUSING

Hotel: Westin Boston Seaport District 425 Summer Street Boston, MA 02210 617-532-4600

Click here for Housing link or go to https://book.passkey.com/go/BCVS2023

Reservations can be made starting March, 24th directly with the Westin Boston Seaport District by calling their number 1-617-532-4600. In doing so, you must request the group rate for BCVS 2023.

EXHIBITOR REGISTRATION On-Site Exhibitor Registration Hours: Monday, July 31 8:00 a.m.- 4:30 p.m

Exhibitors are entitled to two (2) complimentary full registrations. Complete the <u>booth activity form</u> to register your staff.

Additional registration fees will apply per badge over your allotted amount. Additional registration badges may also be purchased on site.

Badges and Final Program books will be available at the American Heart Association Registration Desk on site located in the Westin Boston Seaport District in the Grand Ballroom Foyer.

Please advise all staff when picking up badges on site that they will be required to present a photo I.D. and business card at Registration. Photo I.D. and business cards are required even when the exhibitor has registered in advance

EXHIBITOR STAFFING

Although exhibitors are encouraged to staff the booth for the duration of the exhibit hall hours it is only required during the unopposed breaks listed below. Please note food and beverage service will be in close proximity to the exhibit hall.

Monday, July 31, 2023 10:15-10:45 am / 12:30-1:00 pm / 2:45-3:15 pm

Tuesday, August 1, 2023 7:00-8:00 am / 9:15-9:45 am / Noon-1:30 pm / 2:45-3:15 pm

Wednesday, August 2, 2023 7:00-8:00 am / 9:15-9:45 am / 11:45 a.m.-1:30 pm / 2:45-3:15 pm