The 2nd Asia Pacific Congress on
Controversies in Obstetrics
Gynecology & Infertility
Shanghai, China, November 8-11, 2007

Invitation to Sponsorship & Exhibition

www.comtecmed.com/cogi/china
Invitation from the Chairperson

Dear Friends and Colleagues

Since its inception in 1999, the COGI Congresses have become recognized as outstanding and comprehensive conferences dealing with all the burning issues of our profession with evidence-based discussions.

The COGI Congresses provide an effective forum for discussion and interaction by providing world-renowned experts to impart their experience and expertise in all areas of obstetrics and gynecology: Perinatology family planning, Menopause, Endoscopy, Oncology, Ultrasonography, and Infertility.

It is with great pleasure that we invite you to join us at the 2nd Asia Pacific Congress in Shanghai, China in November 2007. Judging by the positive and encouraging responses received, this meeting will uphold the COGI tradition of being an outstanding scientific and social event.

Shanghai, a city with a pleasant climate, has witnessed rapid development in finance, transport, real estate telecommunications, tourism, industry, convention and exhibitions, while maintaining its traditional cultural history. Therefore we feel it is the appropriate venue for the new and innovating ideas such as those presented at the COGI Congresses.

We invite you to join us at the 2nd Asia Pacific Congress, also called “Hu” or “Shen” in Chinese, which promises to be an outstanding scientific event and an opportunity to visit the vibrant, modern China.

Hoping to see you with us in China.

The Organizing Committee
Congress Venue

Address
Pudong Shangri-La Hotel
33 Fu Cheng Road, Pudong,
Shanghai 200120, China
Tel: + 86 21 6882 8888; Fax: + 86 21 6882 6688
Email: slipu@shangri-la.com
Website: www.shangri-la.com

Hotel location
The Congress Venue will be the award-winning 5-star Pudong Shangri-La Hotel. The hotel is located in the Lujiazui Finance and Trade Zone of Shanghai. It enjoys easy access to both Hongqiao and Pudong international airports and is also close to the subway connecting Pudong to Puxi (West Shanghai). Prominently situated along the famous Huangpu River, the hotel has breathtaking views of Shanghai's legendary riverfront - the Bund and the Orient Pearl TV Tower. Its 606 rooms are the most spacious in the city and are complemented by an extensive range of restaurants, lounges and bars. There are spectacular views across the Huangpu River to the Bund from many of the guest rooms.

Airport Information and Travel to Berlin
Shanghai has two international airports: The Pudong International Airport (PVG) and Hongqiao International Airport (SHA).

Public Transportation

The Subway
The city also has an extensive subway system. To travel from West Shanghai to Pudong across the river, one may take the ferry (one-way fare is RMB2 or the subway (RMB2-4). Two pedestrian tunnels connecting Pudong and Puxi are also available.

The Bus
Local buses are abundant.

The Trains
- The train adequately covers most of the country with good services. There are two railway stations in Shanghai; the Shanghai Railway Station in Zhabei District (10 minutes from downtown) and the Xin Long Hua Station in Xuhui District (30 minutes from downtown).

The Taxi
- Taxis may be hailed from the streets and in major hotels. Flag fall in Shanghai is RMB10.00.

Congress Secretariat
Please do not hesitate to contact the Organizers if you require any additional information or assistance. Please address all correspondence to:

ComtecMed
Medical Congresses
Tel: +972 3 5666166 Fax: +972 3 5666177
Email: cogichina@comtecmed.com
Website: www.comtecmed.com/cogi/china
Sponsorship opportunities

We have a number of opportunities for sponsorship, outlined below. In addition to the individual benefits of each package, all sponsors will be published on the Congress website and in the final program. If you are interested in any of the sponsorship opportunities please contact the Congress Organizers.

Pre-Congress Satellite Symposium: $ 30,000

Company may organize an industrial non-CME Pre-Congress Satellite Symposium, for 3 to 4 hours (or more) on Thursday afternoon between 12:00-18:00.

Session content, faculty & participation expenses (i.e. registration accommodation & travel) and coffee breaks under responsibility of the company.

Provided by the Congress:
- Early registration services onsite;
- Symposium hall and standard audio-visual equipment;
- 6 complimentary registrations (for symposium chairpersons & speakers);
- Approx. 15m² booth space during the Congress. Additional space may be obtained at the price of € 350 per m²;
- Company logo will be publicized on the Congress website, providing a two-way link to/from the sponsor’s site;
- Company brochures will be included in the participants’ bag;
- 1 page A4 ad, full color, inside the final program;
- 10% discount for congress bulk registration for the first 100 participants. For over 100 participants - 15% discount;
- Last minute changes of the participants list free of charge.
Satellite Symposium: $30,000

Sponsor may organize an industrial non-CME Satellite Symposium, up to 1.5-2 hours as part of the Scientific Program. Organizing Committee approval of the content is required. Date and time of the symposium will be mutually agreed upon.

Session content, faculty & participation expenses (i.e. travel & accommodation) under responsibility of sponsor

Provided by the Congress:
- 6 complimentary registrations (for symposium chairpersons & speakers);
- Symposium space and standard audio-visual equipment;
- Approx 15m² booth space only. Additional space may be obtained at the price of €350 per m²;
- Exhibition space will be released for general sale three months prior to the Congress opening date. Prior to this date, sponsors will have exclusive rights for space allocation;
- Sponsor logo will be publicized on the Congress website, providing a two-way link to/from the sponsor’s site;
- 1 page A4 ad, full color, inside the final program;
- Sponsors will be acknowledged in Congress Program and on the sponsors’ board on site;
- Sponsors' brochures will be included in the participants’ bag.
- Special rates for bulk registration.
CME-Approved Symposium - Unrestricted Grant: $ 30,000

Sponsor may donate an unrestricted grant to support an existing session, or to organize a CME approved session (1.5-2hr) as part of the Scientific Program. Speakers and content are to be agreed together with the organizers.

Session content, faculty & participation expenses (i.e. travel & accommodation) under responsibility of sponsor.

Provided by the Congress:
• 6 complimentary registrations (for symposium chairpersons & speakers);
• Symposium space and standard audio-visual equipment;
• Approx 15m² booth space only. Additional space may be obtained at the price of € 350 per m²; Exhibition space will be released for general sale three months prior to the Congress opening date. Prior to this date, sponsors will have exclusive rights for space allocation;
• Sponsor logo will be publicized on the Congress website, providing a two-way link to/from the sponsor’s site;
• 1 page A4 ad, full color, inside the final program;
• Sponsors will be acknowledged in Congress Program and on the sponsors’ board on site;
• Sponsor brochure will be included in the participants bag;
• Special rates for bulk registration.

Lunch Symposium

Sponsor may organize an industrial non-CME Satellite Symposium, up to 1 hour during lunchtime.

Details should be discussed with the Congress Organizers.
Other sponsorship opportunities

In addition to the major sponsorship opportunities we have a range of other sponsorship packages available to meet varying needs.

Participants Bag: **SOLD** (Sole Sponsorship)

A Congress bag will be given to each participant.

Provided by the Congress:

- Company/Product name and logo printed on participants bags;
- Sponsor brochure will be inserted in the bags;
- Sponsor will be acknowledged in the Congress Program and on the sponsors board onsite;
- Sponsor will be acknowledged on the sponsors list in the final program and on the Congress website.

Back Cover Ad: **SOLD** (Sole Sponsorship)

Provided by the Congress:

- Full color size A4 advertisement on the back cover of the Congress Program Book.
- Sponsor will be acknowledged in the Congress Program and on the sponsors' board on site;
- Sponsor will be acknowledged on the sponsors list in the final program and on the Congress website.
Internet/Cyber Café: SOLD

Sponsor will provide 8 workstations and technical assistance in the cyber center.

Provided by the Congress:
- Sponsor will have the opportunity to display company logo/information on screensavers & desktops;
- Sponsor will have the opportunity to distribute mouse pads and related promotional gifts at the cyber center;
- Sponsor acknowledgement will appear on the sponsors’ board onsite;
- Sponsor will be acknowledged in the Congress Program and on the sponsors board onsite;
- Sponsor will be acknowledged on the sponsors list in the final program and on the Congress website.

Mini/Pocket Program: $ 2,000 (Sole Sponsorship)

Useful pocket size Congress overview will be distributed to all Congress participants in the registration kit.

Provided by the Congress:
- Sponsor will be acknowledged in the Congress Program and on the sponsors board onsite;
- Sponsor will be acknowledged on the sponsors list in the final program and on the Congress website.

Speaker’s expenses: $ 2,000

Sponsorship will include registration, accommodation and travel expenses.

Provided by the Congress:
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Order form

Company

Address

Person in charge

Telephone

Mobile

Fax

Email

Sponsorship description

Exhibition requirements

Other requirements
Exhibition

A professional exhibition will be held at the Berlin Intercontinental Hotel in conjunction with the Congress. The floor plan has been designed so as to maximize the exhibitor’s exposure to the delegates. It is for this reason that coffee breaks will be held in the exhibition area.

Exhibition spaces will be released for general sale three months prior to the Congress opening date. Prior to this date, sponsors will have exclusive rights for space allocation.

Dates & hours

- **Set-up time:**
  - Thursday 07:00-22:00
- **Opening hours:**
  - Friday 09:00-17:00
  - Saturday 09:00-17:00
  - Sunday 09:00-12:30
- **Dismantling time:**
  - Sunday 12:30-17:30

Booths

- Sponsors may obtain additional space/booth at € 350 per sq.m.
- Exhibitor name, details and a 100-word company/product profile will be published in the Congress Program

Non-sponsor booths

- Non-Sponsor companies may obtain a space/booth at the exhibition at € 550 per sq.m.
- Minimum booth size: 5x3 meter;
- Exhibitor name, details and a 100-word company/product profile will be published in the Congress Program

Exhibitor Registration

- All exhibitors are required to be registered and will receive a badge displaying the exhibiting company’s name;
- Sponsor will receive 2 nametag as part of their sponsoring package;
- Additional exhibitor nametag may be purchase at € 250 each.

Floor Plan

The floor plan is shown on the Congress website: [www.comtomed.com/cogi/china](http://www.comtomed.com/cogi/china) at the Sponsorship & Exhibition link.
Site Inspection
Exhibitors and sponsors are free to visit the Congress venue. For further information, please contact our office at: cogichina@comtecmed.com

Occupation of Booth
If the exhibitor fails to occupy the allocated booth before the time at which the exhibition is due to open to the public, or if prior to the opening it is evident that the exhibitor will not be taking up the booth reserved for him, this booth may be made available to other exhibitors by the Cogi organizing committee, without further notice. In such a case, the exhibitor will not be entitled to compensation.
Payment information

On receipt of your application a contract will be sent to you for completion. The contract should be signed and returned to the sponsorship/exhibition office at one of the above addresses, including a 50% deposit payment.

An invoice for the deposit can be requested on the booking form. As soon as we receive the form, we will mail you a confirmation of sponsorship and an invoice.

Terms of Payment

- 50% will be deposited along with the signed contract;
- Balance due will be paid before the Congress opens.

Payment Methods

Payment by bank transfer

Please make drafts payable to:
Comtec Ltd.
Bank Hapoalim,
Branch number: 656;
account number: 468440
SWIFT Code: POALILIT.
IBAN: IL01 2656 0000 0046 8440

Bank charges are the responsibility of the sponsor and should be paid at source in addition to all sponsorship fees.

Payment by credit card

Please enter your credit card details on the order form.

Cancellation Policy

- Cancellation must be made in writing to Comtec;
- The organizers will retain:
  10% of the agreed amount if the cancellation is made more than 6 months prior to the Congress;
  50% of the agreed amount if the cancellation is made 4 months prior to the Congress;
- There will be no refund if cancellation is made 4 months or less before the opening of the Congress.

Liability

The Congress Secretariat and the organizers cannot accept liability for personal accidents, nor for loss of, or damage to private property of participants, either during or directly arising from the congress. Participants should make their own arrangements with respect to health and travel insurance.
Terms and Conditions

These terms are the contractual agreement between the Organizer and the Exhibiting Firm (Exhibitor/s).

Application to Participation
Application to participate will be considered only if: submitted on the appropriate forms, duly completed in, signed and accompanied by the necessary payment. Registration will be confirmed insofar as space is available. Applicants will be informed in writing of the acceptance or refusal of their application. In case of refusal, all payments shall be fully refunded.

Obligations and rights of the exhibitor
Registration implies full acceptance by the Exhibitors of the exhibition regulations. Any infringement of these regulations may lead to immediate withdrawal of the right to participate in the exhibition without compensation or refund of sums already paid, and without prejudice to the Exhibitor.

By submitting an application to participate, the Exhibitor makes a final and irrevocable commitment to occupy the space allocated and to maintain his/her installation until the date and time fixed for closure of the exhibition. The Exhibitor may only present on his/her stand or space the materials, products or services described in the application to participate.

No advertising on behalf of firms not exhibiting is permitted in any form whatsoever. Transfer or sub-letting of all or part of the allocated spaces is prohibited.

Obligation and rights of organizer
The Organizer undertakes to allocate exhibition space as far as possible on the basis of the preference expressed by applicants. Application will be considered in order of reception of application forms accompanied by payment.

The Organizer reserves the right, in case of absolute necessity, to modify the positioning of stands, with no obligation to provide compensation to Exhibitors. The Organizer reserves the right to offer to a different firm any stand or space that has not been occupied by the eve of the opening of the exhibition, with no obligation to provide compensation to the defaulting Exhibitor.

Cancellation
In case of cancellation received (in writing) as per the above policy.

Liability Insurance
The Organizer provides general guard service and third party insurance at the exhibition site. Equipment and all related display materials installed by Exhibitors are not insured by the Organizer, and they will under no circumstances be liable for any loss, damage or destruction caused to equipment, goods or property belonging to Exhibitors. The Exhibitor agrees to be responsible for his property and person and for the property and persons of his employees and agents through full and comprehensive insurance, and shall hold harmless the Organizers for any and all damage claims arising from theft and those perils usually covered by a fire and extended-coverage policy.

Exhibition Regulations
The Exhibition Manager, acting under direction of the Organizing Committee, has the final decision as to the acceptability of displays. Exhibitors are not to share with others any space allotted to them without prior written consent by the Exhibition Manager.

The Organizer reserves the right to alter the general layout or limit the space allotted to each Exhibitor postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the Organizers will not be held liable for expenses incurred other than the cost of exhibit space rental fees.

All exhibits are to be displayed so as to avoid blocking aisles, obstructing adjoining booths, damaging the premises or the leased equipment. Exhibitors are kindly requested to allow sufficient see-through areas, which ensure clear views of surrounding exhibits.

In standard booths, height is restricted to 246cm. Exhibitors are responsible for the cost and execution of the design, installation and delivery of their display to (and its removal from) the exhibition site.

Flammable materials are not to be used. Equipment displayed or demonstrated must be installed with strict adherence to safety measures. Exhibitors undertake to observe the timetable designated for completion of their display before the exhibition opening and its dismantling at the close of the exhibition. No display may be dismantled or packing started before the designated hour. It is the Exhibitor’s responsibility to pack and remove or consign for shipment all items of value prior to leaving their exhibit unattended, otherwise the Organizer will arrange for their removal at the Exhibitor’s risk and expenses.

Exhibitors are obliged to ensure that their stands are permanently staffed during the exhibition opening hours.

Payment is to be made in accordance with the conditions of payment on the Exhibition Application Form.

Should the Exhibitor fail to make a payment on time, the Exhibition Manager is entitled to terminate the contract, withdraw confirmation of acceptance, make other arrangements for the stand or seek compensation for non-fulfillment of contract.

Participation by Exhibitors is dependent upon compliance with all rules, regulations and conditions stated herein.

Access to the exhibition is authorized on presentation of a badge issued by the Organizer. Exhibitors’ badges will not be mailed in advance and may be collected from the Exhibition Manager’s desk.

The Organizer ensures daily cleaning of the aisles. Exhibitors are responsible for the cleaning of their stands.

The provision of refreshments for the participants by Exhibitors is only permitted if the catering regulations of the exhibition building concerned are observed.

Exhibition areas and fittings made available to Exhibitors must be handed back in their original condition. In case of damage or loss of equipment provided, or damage to areas occupied, repair and replacement will be charged to the Exhibitor.

Any special decoration or fittings must be submitted to the Organizer for prior authorization.

Advertising panels and display are not permitted outside the exhibition areas allotted to Exhibitors.

The Organizers will not approve stands, which do not comply with the accepted standards, until the necessary changes have been made.