



ISUOG WORLD CONGRESS

COEX, SEOUL, SOUTH KOREA
16–19 October 2023

**Industry prospectus –
sponsorship and exhibition**

Application to sponsor or exhibit

Connect with us



Dear ISUOG partners,

I am delighted to welcome you to participate in ISUOG's 33rd World Congress in the vibrant city of Seoul, South Korea, 16-19 October 2023. Since 2020 we have adapted to the needs of our community and held our Congress in virtual and hybrid formats to ensure our attendees were still connected, learning and sharing, despite the COVID19 pandemic. We are grateful to all our industry partners who supported us and overcame the various associated challenges during this time. In 2023 we are excited to return to hosting a fully in-person Congress in the modern, centrally-located venue of the **COEX**, Seoul. This will offer our industry partners the opportunity to network, showcase your brand, influence key opinion leaders and learn about the latest developments in the field amongst onsite delegates from around the world.

The ISUOG World Congress is the leading international event in ultrasound in obstetrics and gynecology and ISUOG's flagship event. Its scientific program attracts global leaders in the profession and covers cutting-edge advancements in the field. We expect to welcome 2,500 attendees to Seoul. We are working closely with the Korean Society of Ultrasound in Obstetrics and Gynecology (KSUOG) to maximize the presence of local and regional expertise, leadership and attendance at the event. Your participation plays a key role in the quality and success of the ISUOG World Congress, providing delegates with the chance to meet industry, learn about new products and technologies, experience expert demonstrations and participate in industry meetings and sessions.

Please have a look at the opportunities and contact the team to make a booking or discuss your individual requirements. We will work with you to meet your organisational goals, whether it's your first time exhibiting or you are one of our loyal industry partners. Our aim is to support you to meet your goals, so please **get in touch with us** to help you build your perfect package.

Best wishes,

Johan Vos, ISUOG CEO



Meet the Committees involved in the Congress

Scientific Program Committee



Fabricio Da Silva Costa
(Brazil/Australia)
Chair



George Condous
(Australia)
Vice Chair



Laurent Salomon
(France)
ISUOG President



Shabnam Bobdiwala
(UK)



Helen Feltovich
(USA)



Tullio Ghi
(Italy)



Karina Kraiden Haratz
(Israel)



Ja-Young Kwon
(South Korea)



Sa Ra Lee
(South Korea)



Liona Poon
(China, Hong Kong Special Administrative Region)



Magdalena Sanz Cortes
(USA)



Srdjan Saso
(UK)



Thierry Van den Bosch
(Belgium)



Hye Sung Won
(South Korea)

Local Organising Committee



Hye Sung Won
(South Korea)
Chair



Ja-Young Kwon
(South Korea)



Geum Joon Cho
(South Korea)



SiHyun Cho
(South Korea)



Sungyeon Hong
(South Korea)



Young Nam Kim
(South Korea)



Kyung A Lee
(South Korea)



Mi Young Lee
(South Korea)



Sa Ra Lee
(South Korea)



In Yang Park
(South Korea)



Hyun-Joo Seol
(South Korea)



Jae Eun Shin
(South Korea)

Congress program at a glance

Sunday 15 October	Monday 16 October	Tuesday 17 October	Wednesday 18 October	Thursday 19 October
Pre-Congress courses	Scientific program	Scientific program	Scientific program	Scientific program
	Industry program and exhibition	Industry program and exhibition	Industry program and exhibition	Industry program and exhibition
	Welcome reception	Board and LOC dinner (date tbc)	Congress party (date tbc)	



Congress program highlights

- 3+** pre-Congress courses
- 4** days, up to 4 streams per day
- 140+** internationally renowned faculty
- 1,000+** abstracts (based on 2022 figures)
- 8+** scan demonstrations available
- 4+** industry symposia available

View headline topics [here](#)

Key Congress dates

January 2023	▶ Abstract submission opens
31 January 2023	▶ Deadline to submit preferred topics/speakers for scan demonstrations to ISUOG
February 2023	▶ Registration opens
16 February 2023	▶ Exhibitor and sponsor super early bird deadline (book and pay by 16 February 2023 to receive 15% discount)
29 March 2023	▶ Abstract submission deadline
16 April 2023	▶ Exhibitor and sponsor early bird deadline (book and pay by 16 April 2023 to receive 10% discount). Deadline to submit symposia program outlines
May 2023	▶ Technical manual published
16 August 2023	▶ Registration early bird deadline
15 October 2023	▶ Pre-Congress courses
16–19 October 2023	▶ Congress

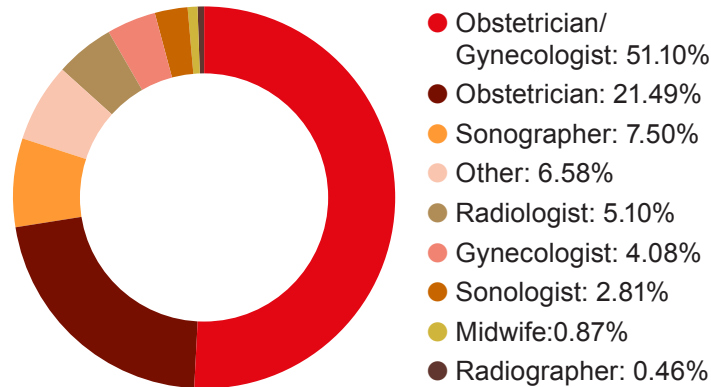


Photo: Seoul Tourism Organization

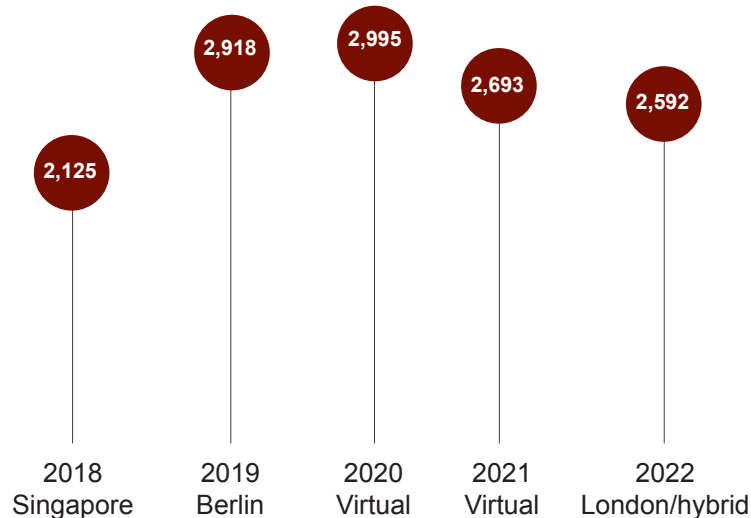
Top ten countries onsite at ISUOG 2022



Profession of delegates at ISUOG 2022



Number of ISUOG Congress delegates* 2018–2022



*excluding complimentary, sponsors, exhibitors and staff

98%

of ISUOG 2022 delegates would recommend the ISUOG World Congress to their colleagues.

6.1 (out of 7)

the average delegate satisfaction rate of ISUOG 2022

75%

of ISUOG 2022 delegates found the exhibition a valuable part of their Congress experience.

The Congress was the most valuable educational experience I have attended this year – fantastic value for money, really rich content and outstanding speakers.

Great event....Well packed Congress with enough topics to satisfy all (in obstetrics and gynaecology of course).

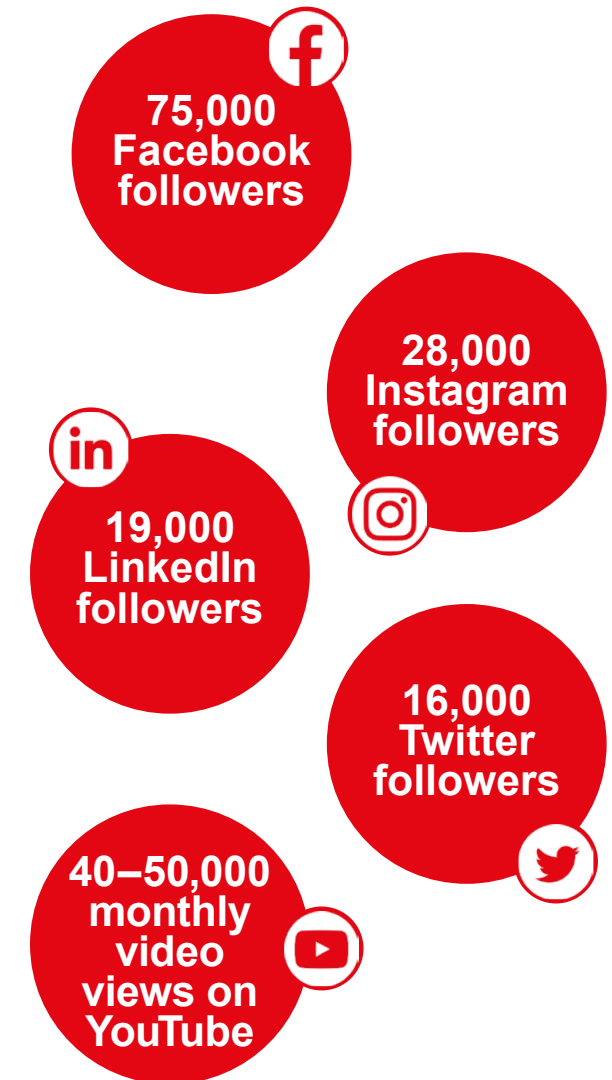
I attended the ISUOG congress for the first time and it will certainly not be the last one.

2022 growth in membership and reach

ISUOG is continually working to improve women's health globally. Here are some highlights from 2022:

- The first Ultrasound Essentials event (virtual) for low resource countries: **8,000+ attendees**
- The first Latin America International Symposium (virtual): **300+ delegates, 8 society partners**
- New UOG Impact Factor: **8.678**
- Increased ISUOG membership: **19,000+**
- The first hybrid World Congress: **2,590+ delegates, 15 society partners**
- The first Asia International Symposium (virtual): **480+ delegates, 10 society partners***

*This event was part of ISUOG's strategy to deliver more regionally-focused education and has raised ISUOG's profile and generated new members in the region. A Regional Advisory Group, consisting of key opinion leaders in the region, has been formed to maintain and increase ISUOG's influence in the Asia region and support with ISUOG World Congress 2023 promotions.



*ISUOG social media statistics
accurate as of November 2022*

Why join ISUOG 2023?

The ISUOG Congress is the hallmark of our society and provides an international forum for the world leaders in in ultrasound in obstetrics and gynecology – broaden your exposure to the best in the field of OBGYN.

- ▶ Don't miss your opportunity to showcase your company's commitment to ultrasound in obstetrics and gynecology
- ▶ Return to in-person events and face-to-face networking
- ▶ Reach key opinion leaders and decision makers in the field
- ▶ Expand your network with valuable contacts and nurture existing relationships
- ▶ Showcase your products and services
- ▶ Raise brand profile and loyalty
- ▶ Demonstrate your company's leadership

Make the most of the opportunity to:

- ▶ Educate (symposia, scan demonstrations, pre-Congress courses)
- ▶ Network (hospitality suites, meeting rooms, social events)
- ▶ Brand and advertise (newsletter adverts, abstract book advert, social media exposure)
- ▶ Generate leads (advanced delegate mailing list, lead reports)



Sponsorship packages

These packages will maximise your opportunity to reach and engage with a global audience, ensuring that your brand is highly visible to all Congress delegates. All costs exclude VAT. Super early and early bird discounts available. Book and pay by 16 February 2023 to receive 15% discount or by 16 April 2023 to receive 10% discount.

What's included

	Diamond £79,500	Platinum £48,900	Gold £32,000	Silver £22,000	Bronze £17,000
Exhibition					
Exhibition space (space only)	✓ 54m ²	✓ 48m ²	✓ 36m ²	✓ 18m ²	✓ 9m ²
Priority choice on stand location (logo added to floorplan)	✓	✓			
Sponsorship					
Social media package	✓	*	*	*	
<30 min video added to certificate download page	✓				
Industry flyer (available for delegates to collect at registration desks)	✓				
Mini program booklet advert	✓ Premium spot				
Abstract book advert	✓ Premium spot	✓			
Advance delegate mailing list (for one mailing subject to ISUOG approval)	✓	✓			
App notification	✓ x1	✓ x1			
Scan demonstrations (priority allocation based on date of booking & level of sponsorship, requires Scientific Committee approval)	✓ x2	✓ x1	*		
Logo and acknowledgement on ISUOG holding slides	✓	✓	✓	✓	✓
Logo and acknowledgement on mini program booklet	✓	✓	✓	✓	✓
Logo credit and innovation video (max 20 seconds) on ISUOG 'meet the sponsor' webpage	✓	✓	✓	✓	✓
Acknowledgement and company profile on the Congress App	✓	✓	✓	✓	✓
Scientific badges	8	6	4	2	1
Exhibitor badges	10	7	5	3	2
Access for all registered personnel to the Welcome Reception	✓	✓	✓	✓	✓

* Option to purchase item

Sponsorship packages – optional additions

These packages will maximise your opportunity to reach and engage with a global audience, ensuring that your brand is highly visible to all Congress delegates. All costs exclude VAT. Super early and early bird discounts available. Book and pay by 16 February 2023 to receive 15% discount or by 16 April 2023 to receive 10% discount.

What's included

	Diamond £79,500	Platinum £48,900	Gold £32,000	Silver £22,000	Bronze £17,000
Add-on items					
Option to purchase extra exhibition space	Option to purchase	Option to purchase			
Option to purchase exclusive symposia	Option to purchase				
Option to purchase non-exclusive symposia	Option to purchase	Option to purchase			
Option to purchase hospitality suite	Option to purchase	Option to purchase	Option to purchase		
Option to purchase meeting room	Option to purchase	Option to purchase	Option to purchase	Option to purchase	Option to purchase

The exhibition will form the centre of the Congress, with catering and networking. Breaks will be built into the schedule designed to maximize interaction between delegates and exhibitors. Exhibition space is allocated on a priority system to Diamond and Platinum sponsors, and subsequently to all other sponsors and exhibitors on a first paid, first served basis. ISUOG sells exhibition services to our industry partners through our suppliers. All costs exclude VAT. Super early and early bird discounts available.

**Space-only extension available to
Diamond and Platinum sponsors: £330 p/m²**

Shell scheme (3 x 2m): £4,400



Entitlements

- 1 x fascia header, 2 x chairs, 1 x table, 1 x waste basket, 2 x spotlight, 1 x power outlet
- 2 exhibitor badges per shell scheme (exhibitors must wear their exhibitor badges at all times to gain access to the venue, exhibitor badges do not allow access to scientific sessions. See our sponsorship packages for scientific badge inclusions)
- Access for all registered personnel to the Welcome Reception
- Listing on the Congress App
- Listing on ISUOG holding slides
- Listing on mini program booklet
- Daily cleaning of aisles and common areas
- Tea/coffee and lunch for all registered exhibitor personnel during the official breaks during main Congress program hours
- Obstetric and gynecological scanning is not permitted on the exhibition stands
- Please note any additional items (for example: cleaning of stands, extra power, extra lighting, extra furniture, extra catering) will be subject to availability and extra cost

Table top charity stands and discounted publisher stands subject to availability. Contact congress@isuog.org for further information.

Once you have selected your sponsorship package, you may be interested in the following additional opportunities. This prospectus is a guide to the items we offer, but please let us know if you have suggestions on how we can best support your meeting goals if you have other ideas or requests. All costs exclude VAT. Super early and early bird discounts available. Book and pay by 16 February 2023 to receive 15% discount or by 16 April 2023 to receive 10% discount.

Educate

Sponsored symposia: Non exclusive: £13,500, Exclusive: £19,000

Our hugely popular one hour symposia slots are one of the most visible sponsorship opportunities available. This limited, exclusive opportunity will allow you to share your latest technology and research and provide you with increased recognition amongst delegates.

Entitlements

- Use of the relevant session hall with standard AV equipment for 1 hour
- Opportunity to place branded pop-up banner immediately outside the room from half an hour prior to your symposium commencing
- Symposium listing on Congress holding slides
- Symposium listing in mini printed program (industry section)
- Symposium listing on digital/web program (industry section)
- Symposium notification/reminder on App
- Symposium reminder on daily e-newsletter on day of symposium
- Opportunity to provide catering and/or additional AV at extra cost, subject to venue approval and availability
- Recording of symposium and availability on ISUOG's on-demand portal for 12 months from **£3,000**

Priority allocation of symposia will be given based on level of sponsorship and first-paid, first served basis. Symposia are organised during lunch breaks or before/after the scientific program, at times which do not conflict with ISUOG's main scientific program, however we cannot guarantee that other activities will not be running concurrently. Symposia do not form part of the CME-accredited program. Symposia speakers and programs will need program approval by ISUOG by the deadline of 16 April 2023. Sponsoring companies are responsible for arranging the speakers and program and covering their requirements/expenses. Sponsors will need to cover the cost of any extra/special room set up they require, and this will be subject to ISUOG's AV team's approval and subject to ISUOG's AV team's schedule.

Scan demonstration: £8,500

Scan demonstrations are one of the most popular presentation types amongst delegates in the scientific program, and attract large audiences. The scans take place in the main scientific sessions and typically examine a particular technique or technology. As these sessions are in high demand, priority allocation will be given to top-level sponsors and on a first-paid, first-served basis.

Entitlements

- Use of manufacturer's equipment for scan demonstration
- Acknowledgment by the session chairs
- Scan listing on Congress holding slides
- Scan listing in mini printed program (industry section)
- Scan listing on web program (industry section)
- Scan reminder/notification on App
- Scan listing on daily e-newsletter on day of scan

Participating companies must email topic and speaker preferences to ISUOG at the time of booking (by 31 January 2023, whichever is earliest) to maximise effective matching of our program options. We always work to ensure optimal matches for scan demonstrations but reserve the right to make alterations to the scan demonstrations topics/faculty as required by the Scientific Committee for the most effective delivery of the scientific program. We endeavour to secure one model and one back-up model per scan, but cannot guarantee this. Companies are responsible for ensuring equipment is available prior to the session and removed promptly thereafter according to ISUOG's AV team's schedule.

Educate

NEW FOR 2023 – Product Theatre: Price upon request

Meet with attendees and key decision makers to share your new research outcomes, discuss your clinical protocols, and conduct product demonstrations of your new products and services.

Product Theatre sessions are 20 minutes in length and will be held in a designated area in the exhibition hall with a 'silent disco' style set up.

Product Theatre sessions provide a high value educational opportunity for hosts to reach engaged healthcare professionals. These sessions deliver a platform to gather and discuss issues on patient education, specific products and therapeutic areas.

Located in the Exhibition hall, the Product Theatre provides an opportunity to:

- Highlight and demonstrate new and existing products
- Provide up-to-date research findings
- Give product details in-depth

Entitlements

- Use of the relevant silent disco style space for session duration
- Opportunity to place branded pop-up banner in space during session duration
- Listing on Congress holding slides
- Listing in mini printed program (industry section)
- Listing on digital/web program (industry section)

Pre-Congress course: £12,000

We are pleased to be re-introducing pre-Congress courses to our event. These courses are a highly valued by our delegates, provide an in-depth examination of popular topics, and take place the day before the main scientific program starts. By supporting a course topic relevant to your company, you can exclusively network with interested delegates.

Entitlements

- Sole sponsorship allocated on a first come, first served basis
- Branding opportunities within the session room, table top exhibit space near room
- Holding slide in session hall with company name prior to and after the session
- Acknowledgement by the course chair(s)
- Sponsor's equipment to be used where applicable
- Logo and acknowledgement on course page of the website
- Sponsor can access the session on the day if space is available, with ISUOG pre-approval

Network

Hospitality suite: £10,000 per day (3 days minimum)

This is the perfect way for companies to demonstrate their equipment and technical developments to delegate groups and/or host clients in privately hired rooms. Advertised activities may only take place during the official scheduled scientific program break times, although sponsors may host individuals and small groups of clients throughout the day by personal invitation. ISUOG must be fully informed of planned activities for these areas in advance.

Entitlements

- Use of room
- Branding within room, option to place one branded pop-up banner immediately outside the room
- Hospitality suite name/location listing on Congress holding slides
- Hospitality suite name/location listing on Congress floorplan
- Hospitality suite program listing in mini printed program (industry section) and on digital/web program (industry section) – if pre-approved, for sessions taking place during scientific program breaks only

Sponsors will be responsible for any technical and audio visual set-up, electrical, furnishing, catering and other costs. Sponsors conducting scan demonstrations in hospitality suites are responsible for all necessary arrangements including sourcing equipment, models and the necessary model permissions/consent.

Meeting rooms: £2,500 per day

Meeting rooms are a great way to ensure you are able to maximise your networking on site with exclusive and invitation meetings.

Entitlements

- Use of room
- Branding within room, option to place one branded pop-up banner immediately outside the room
- Meeting room name/location listing on Congress floorplan
- Please note meeting room activities are not promoted by ISUOG in any other Congress materials except the floorplan. If promoting your meeting/ other activities is important, you will need to upgrade to a hospitality suite.

Sponsors hiring hospitality suites or meeting rooms will be informed of access timings and other processes via the technical manual. Room rates are quoted per day for the hours of the scientific program (08:30–17:30) and any set-up days or additional hours will be subject to availability and additional rental costs.

Network

Welcome reception: £8,000

The welcome reception will be held in the main exhibition area giving you and our delegates the perfect opportunity to engage face to face in a relaxed environment. The welcome reception will be free for all delegates to attend and approximately 75% of delegates are expected to attend.

Entitlements

- Exclusive sponsorship
- Opportunity for product launch
- Acknowledgement on Congress holding slides
- Acknowledgement in mini printed program
- Additional branding opportunities available, subject to ISUOG approval (at sponsor cost)

Board and LOC dinner (SOLD)

The ISUOG President will welcome approximately 100 faculty/VIPs to thank them for their participation in the Congress through a formal dinner. By sponsoring this event four members of your staff will have exclusive access to the leaders and key decision makers in the field of ultrasound, providing a great opportunity to build those vital connections.

Entitlements

- Exclusive sponsorship
- Acknowledgement on the event email-communications to invitees
- Acknowledgement by the Chairs
- Complimentary spaces for 4 company staff
- Additional branding opportunities available, subject to ISUOG approval (at sponsor cost)

Congress party (SOLD)

ISUOG social events have historically sold out and are highly rated by our delegates. This event will allow for multiple branding opportunities, the chance to introduce your company using a short presentation to hundreds of delegates and follow up by networking in a convivial and engaging atmosphere.

Entitlements

- Exclusive sponsorship
- Acknowledgement on Congress holding slides
- Acknowledgement in mini printed program
- Acknowledgement by the Chairs
- Complimentary spaces for 2 company staff
- 2 minute introductory speech/presentation
- Additional branding opportunities available, subject to ISUOG approval (at sponsor cost)



Brand and advertise

App: £10,000

The ISUOG Congress app incorporates the full scientific and social program, exhibition floorplan and company listings, as well as general Congress, venue and local information. As we reduce our printed materials and make the move to digital materials, increased exposure for the sponsor company is possible.

Entitlements

- Sole sponsorship
- Acknowledgement on Congress holding slides and other app promotion
- Acknowledgement in mini printed program
- Notification on App and other in-app advertising

Venue signage: £8,000

Let your brand be seen everywhere attendees need to be by having your logo on directional signage. ISUOG is dedicated to creating clear directional signage from the moment participants are onsite and you can help support their journey around the venue by sponsoring this whilst raising your brand profile.

Entitlements

- Sole sponsorship
- Display of company's logo on directional signage

Additional branding opportunities

- Speaker preparation room: **£3,000**
- Evaluation form customisation: **£4,500**
- Charging stations: **£5,000***
- E posters: **£5,500***
- Delegate bags: **£7,500***
- Water cooler stations or water bottles: **£7,500***

*Cost exclusive of production charges

Sponsored coffee break: £8,000

Catering stations will be spread throughout the exhibition hall for maximum exposure and coffee breaks will be open to all registered delegates. Create a great association with your brand.

Entitlements

- Sole sponsorship per coffee break
- Acknowledgement by the Chairs of sessions immediately preceding the coffee break
- Opportunity to brand or decorate certain aspects of the event such as napkins (at cost)
- A table top sign for each catering station will be displayed featuring the Company's logo
- Acknowledgement on Congress holding slides
- Acknowledgement in mini printed program

Travel grant project: £5,500

ISUOG supports education and research in underserved regions of the world by offering up to six Travel Grants to researchers committed to research and improvement of services in their own regions and who submit an abstract. Sponsor the travel grant project and expand your company's global network in low resource countries. The travel grant project is a fantastic chance to enhance your company's Corporate Social Responsibility initiatives while supporting the next generation of clinicians and researchers and discovering new country brand ambassadors.

Entitlements

- Sole sponsorship
- Opportunity to host a Travel Grant gathering on your stand
- Acknowledgement on Congress holding slides
- Acknowledgement in mini printed program
- Acknowledgement on the Travel Grant page of the website

Additional sponsorship opportunities

Brand and advertise

Congress month newsletter: Standard spot: £2,200, Premium spot: £3,300

Our Congress newsletter is sent to all registered delegates the month of the Congress. With limited advertising spots available they are a perfect opportunity to capture your Congress audience's attention while they are planning for the event. Showcase your Congress activities such as your stand, webinars or symposium and reach our delegates before the event.

Post-Congress newsletter: Standard spot: £2,200, Premium spot: £3,300

Our Post-Congress newsletter is sent to all delegates after the event to welcome them as ISUOG members and engage them with upcoming ISUOG activities and member benefits.

Congress daily newsletter: £2,500 per day

This is a unique opportunity to reach your target audience in real time. The Congress daily newsletter is a great tool for communicating, driving traffic to your stand and engaging with the participants and directing them to key content on your stand. It is emailed directly out to all registered participants daily.

Entitlements for all newsletters

- Company logo
- Up to 75 words of text*
- Link to your website

ISUOG social media package: £3,300

Entitlements

- The use of ISUOG logo
- The use of ISUOG hashtag
- The use of ISUOG World Congress branding (if desired)
- 1 post on ISUOG Twitter account*
- 1 post on ISUOG Facebook account*
- **£500** additional fee for any additional social media accounts desired

*Sponsors entitled to posts on ISUOG social media or texts in ISUOG emails will be instructed on character limits, deadlines and processes via the technical manual. All text and design will be subject to final sign off by the ISUOG marketing department. Diamond and platinum sponsors can stipulate the date of their posts (outside of live event dates). All other sponsors' posts will be scheduled by the ISUOG marketing department. Content should be sent 10 days in advance of posting/sending minimum. Sponsors wishing to use the brand must follow the World Congress brand guidelines. ISUOG can offer a design service (at cost) for sponsors for social media materials if desired.

Brand and advertise

Social media post-enhancement package: 1 week – £2,000, 2 weeks – £3,000, 4 weeks – £4,000

Increase your brand exposure with retargeting Facebook ads of your choosing. Sponsor would provide content and ISUOG marketing department would finalise to optimise it.

Entitlements

On confirmation, ISUOG would work with you to build your target audience. ISUOG cannot guarantee any minimum post impressions. Sponsor can request preferred schedule either side of the live Congress dates (not during) and ISUOG would endeavour to meet those preferences.

Sponsorship of 'breakfast with the stars' – price upon request

Delegates can sign up on a first come first serve basis at a round table breakfast discussion with key members of ISUOG faculty in a Q&A format. Fuelling your stomach and brain at the same time.

Entitlements

- Sole sponsorship
- Branding opportunity
- Acknowledgement on Congress holding slides
- Acknowledgement in mini printed program

Sponsorship of roving reporter studio area – price upon request

Sponsorship of a studio in the exhibition hall.

Entitlements

- Sole sponsorship
- Branding opportunity
- Acknowledgement on Congress holding slides
- Acknowledgement in mini printed program
- Stand alone package: Roving Reporter interview with ISUOG representative – **price upon request**

Sponsorship of hospital field trips – price upon request

We are offering opportunities to team up with sponsors to actively support, showcase and educate in a hospital setting.

Entitlements

- Sole sponsorship
- Acknowledgement on Congress holding slides
- Acknowledgement in mini printed program

Notes, terms and conditions

- **ISUOG approval** – Any educational activities undertaken by sponsors at the Congress, including symposia and hospitality suite sessions, are subject to advance approval by ISUOG and its Scientific Committee. Participating companies will be informed of deadlines/processes for this via the technical manual.
- **CME regulations** – Commercial support of educational activities must occur within the relevant CME standards governing such activities. ISUOG has to its best ability accounted for any known restrictions within the activities listed here. However, sponsoring companies are informed that entitlements are subject to adjustments as required in line with these regulations. ISUOG will inform sponsoring companies promptly of any such changes.
- **Multiple requests** – In the event that multiple requests for sponsorship and exhibition items are received, ISUOG will prioritise requests by sponsorship level, the date when booking/payment is confirmed and loyalty (previous Congress participation).
- **Scanning** – Obstetric and gynecological scanning is not permitted on the exhibition stands and if sponsors are conducting scans in hospitality suites, sponsors are responsible for obtaining all necessary equipment, models and permissions.
- **Room hire and access** – Sponsors hiring hospitality suites or meeting rooms will be informed of access timings and other processes via the technical manual. Room rates are quoted per day for the hours of the scientific program (08:30-17:30) and any set-up days or additional hours will be subject to availability and additional rental costs.
- **IMPORTANT** – Please ensure you have read the full **Terms and Conditions** for the full terms of the agreement including cancellation.

Confirmation and deposit

Confirmation of your package will be emailed to you, together with an accompanying invoice for the amount due. 25% of the total cost is payable on application. The full balance is payable by 16 Feb 2023 to take advantage of the 15% super early bird discount or 16 April 2023 to take advantage of the 10% early bird discount. All invoices must be paid in full 2 months prior to the first day of the Congress. Any build-up or participation in the Congress will not be allowed if a balance is outstanding. ISUOG can accept payment in GBP and USD upon request/approval. ISUOG is hoping to be able to accept KRW also (TBC). The exchange rate will be based on the Oanda rate applicable in the month of receipt of funds. The Congress Secretariat will pass on costs incurred for payment of fees in any currency other than Pound Sterling (£).

Cancellation

All cancellations by exhibitors or sponsors must be made in writing to congress@isuog.org. Cancellation charges are as follows:

- Seven or more months prior to the 2023 World Congress – 50% of the contract price
- Six to three months prior to the 2023 World Congress – 70% of the contract price
- Within three months of the 2023 World Congress – 100% of the contract price
- A minimum 80% refund will be made if the exhibition space and all sponsorship packages are fully resold

Payment options

- Bank transfer – All charges are payable by the remitter. If you wish to pay by bank transfer, full payment details will be provided when the invoice is issued.
- Accepted credit cards - American Express/ MasterCard/VISA.
- All prices for 2023 activities are listed and charged in Pound Sterling (£) and exclude VAT. Companies based in the UK will have to pay VAT.

Contact

ISUOG would like to assist each industry partner in meeting their 2023 objectives. If you have any thoughts or suggestions, or would like to discuss new promotional approaches or sponsorship ideas, please contact us at: congress@isuog.org



Registered charity number: **1030406** | Registered company number: **02722770**

Registered office and operational address: **ISUOG, 122 Freston Road, London, W10 6TR**