



January-June 2022  
**SCIENTIFIC  
CONFERENCES**

**Exhibitor  
Prospectus**

**AACR.org/Calendar | #AACR**



Founded in 1907, The American Association for Cancer Research (AACR) is a scientific society of over 34,000 laboratory and clinical cancer researchers. It was founded in order to facilitate communication and dissemination of knowledge among scientists and others dedicated to the cancer problem, to foster research in cancer and related biomedical sciences, encourage presentation and discussion of new and important observation in the field, to foster public education, science education, and training and to advance the understanding of cancer etiology, prevention, diagnosis, and treatment throughout the world.

## The AACR is excited to highlight the following special and mid-size conferences:

### Targeting RAS

January 7-10, 2022

Disney Yacht and Beach Club | Orlando, FL

Exhibit Application Deadline: **December 22, 2021**

### Cancer Metastasis

January 9-12, 2022

Hyatt Regency Portland | Portland, OR

Exhibit Application Deadline: **December 22, 2021**

### Precision Prevention, Early Detection, and Interception of Cancer

January 21-23, 2022

Hyatt Regency Austin | Austin, TX

Exhibit Application Deadline: **January 7, 2022**

### 12th AACR-JCA Joint Conference Breakthroughs in Cancer Research: Translating Knowledge into Practice

February 4-8, 2022

Hyatt Regency Maui | Maui, HI

Exhibit Application Deadline: **January 21, 2022**

### Acute Myeloid Leukemia and Myelodysplastic Syndrome

February 17-20, 2022

Hyatt Regency Austin | Austin, TX

Exhibit Application Deadline: **February 3, 2022**

### Evolutionary Dynamics in Carcinogenesis and Response Therapy

March 7-9, 2022

Hilton Tampa Downtown | Tampa, FL

Exhibit Application Deadline: **February 21, 2022**

### Advances in the Pathogenesis and Molecular Therapies of Liver Cancer

May 5-8, 2022

Westin Copley Place | Boston, MA

Exhibit Application Deadline: **April 22, 2022**

### Sarcomas

May 9-12, 2022

Doubletree by Hilton in Montreal | Montreal, Canada

Exhibit Application Deadline: **April 25, 2022**

### Advances in Malignant Lymphoma

June 23-26, 2022

Westin Copley Place | Boston, MA

Exhibit Application Deadline: **June 9, 2022**

Please visit [AACR.org/Calendar](https://aacr.org/Calendar) for the latest updates and additions to the list of 2022 conferences.



# GENERAL INFORMATION FOR AACR SPECIAL AND MID-SIZE CONFERENCES



## Tabletop Exhibit Fees

\$2,500	For-Profit Companies
\$500	Not-For-Profit

Full payment of your booth rental fee must accompany your application. To qualify for the Not-For-Profit rate, the organization must be a government entity or must be recognized by the IRS as a 501(c3) charitable organization.

## Payment Policy

The exhibitor agrees to enclose full payment for booth space with their completed application. Payment can be made either by credit card (AMEX, Visa, or MasterCard) or check in U.S. dollars drawn on a U.S. Bank, payable to the American Association for Cancer Research. All payments should be sent to the following address:

AACR, 615 Chestnut Street, 17th floor  
Philadelphia, PA 19106-4404  
Attention: Finance Department

If you require wire transfer instructions, please contact Shelby Candrea, Senior Exhibits Coordinator, at [exhibits@aacr.org](mailto:exhibits@aacr.org).

### Tabletop Includes:

- 6'x30" draped table
- (1) one chair
- (1) one wastebasket
- Acknowledgment on AACR signage
- (1) one exhibitor/ conference registration
- (1) one exhibit-only registration

All other requirements such as electrical connections, internet and telephone lines are not included and should be contracted separately.

## Eligibility Requirements

The AACR is committed to providing a quality exhibition. Tabletop exhibits will be limited only to the company and the product(s) listed on the application and are subject to approval by the AACR Exhibits Committee for accepted and acknowledged effectiveness and commercial availability. Only the sign of the company whose name appears on the contract may be placed in the booth or appear on any printed list of exhibitors. The AACR reserves the right to accept or reject a potential exhibitor based on its assessment of whether that company or organization's products and/or services are relevant to AACR members and their meeting attendees. All exhibits will be reviewed onsite.

Full documentation as to the extent and results of any research done on the exhibited items must be available at the company's booth throughout the AACR Annual Meeting. All exhibited items must comply with local, state, and FDA regulations, and must be related to cancer research.

## Non-Profit Exhibitors

Tabletop exhibit space at the non-profit rate is limited. The AACR Exhibits Committee has the responsibility of approving applications for not-for-profit exhibitors. The organization must be a government entity or must be recognized by the IRS as a 501(c)3 charitable organization. The organization must have demonstrated support for cancer research through financial contributions or provisions of infrastructure. The organization may not offer a product or service for sale on the exhibit floor.

## New Exhibitors

Companies applying for exhibit space that have never exhibited at the AACR Annual Meeting will need to go through an approval process. The potential tabletop exhibitor is required to submit an application for tabletop exhibit space, a product summary form, and company literature, which is sent to the AACR Exhibits Committee. The tabletop is put on hold during the approval period. The company is notified of the Committee's decision in a timely manner. Upon approval, the application is processed, and the table is assigned to the company. Upon rejection, the application is denied, and the table becomes available.

## Space Assignments

Tabletop exhibits are made on a first come first served basis and will be assigned randomly. Space is very limited at these special conferences, so don't delay. Tabletops will be located at the best visible location, depending upon contracted space. In most instances they are placed in the lobby, pre-function area or at the conference registration area. The AACR reserves the right to relocate the tabletop exhibits.

## Tabletop Relocation Policy

Every effort will be made not to relocate an exhibitor's tabletop. However, should relocation be deemed necessary, the exhibitor will be notified and offered the opportunity to relocate their exhibit or cancel with no further penalty.

## Exhibit Cancellations

Requests for cancellations and refunds must be made in writing, by mail or fax to the attention of AACR Exhibits Team. Cancellations and requests for refunds are accepted until 30 days prior to the start of the event. After this time, no refunds will be given.

## Shipping Information

Shipping information is specific to each conference and will be provided to exhibitor with confirmation of tabletop exhibit space. Shipping is at the cost to the exhibiting company.

## Labor

Special Conferences do not require hired labor. Therefore, all tabletops must be set and dismantled by exhibiting company.

## Registration

Exhibitors will receive one (1) Exhibitor/Conference Badge per exhibit or tabletop, which will allow participants to access scientific sessions, and one (1) Exhibit-only badge, which will allow participants only in the exhibit area. Additional exhibitor badges may be obtained at the regular registration rates. Registration forms for the Exhibitor/Conference and Exhibit-only badges will be provided after the application and payment is received.

The American Association for Cancer Research has determined that proof of COVID-19 vaccination will be required for all registrants attending this meeting. Every registrant will be required to show proof of vaccination via the CLEAR app at registration before being allowed to pick up their meeting badge. Please see below for the COVID-19 Guidelines and Requirements:

## COVID-19 Guidelines and Recommendations

*Current as of October 7, 2021*

The health and safety of AACR meeting attendees, as well as the patients and communities they serve, are the AACR's highest priorities.

Please visit [AACR.org/Calendar](https://www.aacr.org/Calendar) for the latest updates and additions to the list of 2022 conferences.



## GENERAL INFORMATION FOR AACR SPECIAL AND MID-SIZE CONFERENCES *(cont'd)*

### Masks

All attendees, guests, and staff will be required to wear masks in the meeting spaces.

#### Masks should:

- Completely cover your mouth and nose.
- Fit snugly without gaps.

### Onsite Safety Measures

- All meeting rooms will be set to allow for more physical distancing.
- The hotel and AV staff will clean all meeting rooms between sessions, including chairs, tables, podiums, and microphones.
- Hand sanitizing stations will be available throughout the hotel.
- As much as possible, food and beverage will be individually packaged for serving.

### Vaccination Requirement

The AACR has determined that proof of COVID-19 vaccination will be required for all registrants attending AACR Special Conferences. Every attendee will be required to show proof of vaccination at registration before being allowed to pick up their meeting badge.

### Definition of Fully Vaccinated

You must receive your final dose at least two (2) weeks prior to the start of the meeting. A final dose is defined as one of the following:

- Second shot in a two-dose series, such as the Pfizer or Moderna vaccines, or
- One shot of a single-dose vaccine, such as the Johnson & Johnson's Janssen vaccine

Attendees will be required to validate their vaccination through the Clear app. Instructions for using the vaccination verification app are available on the [Clear website](#).







# RULES AND REGULATIONS FOR AACR SPECIAL CONFERENCES

## CME Accreditation

The AACR is accredited by the ACCME to provide continuing medical education for physicians. All promotional activities shall be in compliance with the Accreditation Council for Continuing Medical Education (ACCME) Standards for Commercial Support. Exhibitors are required to comply with the following rules:

- Promotional activities must be identified as such and must be kept separate from CME activity rooms.
- Arrangements for commercial exhibits or advertisements cannot influence planning or interfere with the presentation, nor can they be a condition of the provision of commercial support for CME activities.
- Product promotion material or product-specific advertisement of any type is prohibited in or during the CME activities. No product advertisement of any type shall be permitted in the same room as the educational activity.
- Exhibit staff is prohibited from engaging in sales or promotional activity in the activity room before, during, or after the CME activity.

## Violations

Violation of any of these regulations on the part of the exhibitor, its employees, or agents, shall annul the right to occupy the space and such exhibit or will forfeit to Management all monies, which may have been paid. Upon evidence of violation, Management may reenter and take possession of the space occupied by the exhibitor, and may remove all persons and goods at the exhibitor's risk. The exhibitor shall pay all expenses, or damages which Management may incur.

## Tabletop Sharing

The sharing or subletting of tabletop exhibit space is prohibited except between divisions of the same company and between companies co-marketing a product.

## Insurance

Exhibitors wishing to insure their materials, goods and/or wares against theft, damage by fire, accident, or loss of any kind, must do so at their own expense. Each exhibiting company is responsible for obtaining insurance (Liability and Fire/Theft) in such amounts as deemed appropriate to comply with its obligations hereunder and for its own protection.

## RULES AND REGULATIONS FOR AACR SPECIAL CONFERENCES *(cont'd)*

### Fire Protection

All materials used in the exhibit area must be flameproof and fire resistant in order to conform to local fire ordinances and in accordance with regulations established by the National Association of Fire Underwriters. Crepe paper, corrugated paper, flameproof or otherwise, will not be permitted. Display racks, signs, spotlights, and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau.

Any exhibits or parts thereof that are found not to be fireproof may be ordered dismantled. All aisles and exhibits must be kept clear at all times, and fire stations and fire extinguisher equipment are not to be covered or obstructed.

### Cancellation of Exposition

It is mutually agreed that in the event of cancellation of the AACR Conferences listed in this brochure, due to fire, strikes, government regulations, or causes which would prevent its scheduled opening or continuance, then and thereupon this agreement will be terminated and the AACR shall determine an equitable basis for the refund of such portion of the exhibit fees as is possible, after due consideration of expenditures and commitments already made.

### General

All matters and questions not covered by these regulations are at the discretion of Management. Management may amend these regulations at any time, and all amendments that may be made shall be equally binding, upon publication on all parties affected by them as the original regulations.

### Notice of Disability

In compliance with the Americans with Disabilities Act of 1990, the AACR will make all reasonable efforts to accommodate persons with disabilities at the meeting. Please contact Shelby Candrea at [exhibits@aacr.org](mailto:exhibits@aacr.org) to make arrangements prior to conference dates.

### Food and Drug Administration (FDA) Approval and Off- Label Indications

The mention (directly or indirectly) of pharmaceutical products not approved by the FDA is strictly prohibited. Handouts or literature of any kind that mention such products directly or indirectly are, likewise, prohibited from display in the exhibit space or in spaces contracted by the AACR. An exhibiting organization may disseminate from its exhibit space peer reviewed journal articles about off-label indications of its product(s), provided the company commits itself to file

### Photography

The use of any camera equipment in the Tabletop Exhibit area, including all poster sessions is strictly prohibited.

This includes, but is not limited to, any photographic device or equipment, such as a camera, video recorder, camera phones, and/or recording devices, digital or otherwise.

### Staffing

As a courtesy to the attendees and to fellow exhibitors, exhibits must be staffed during the designated times. All exhibitors are expected to make their travel arrangements in accordance with this policy.

### Distribution of Material

The distribution of material outside of the exhibit area is strictly prohibited. Any material found in unauthorized areas will be discarded and the exhibitor will receive a violation notice.

### Tabletop Activity

If you are planning to conduct any table-top activities you will need to complete the activity approval form. Contact Shelby Candrea at [exhibits@aacr.org](mailto:exhibits@aacr.org) for more information. AACR conferences are professional, scientific, a supplemental application based on appropriate research, to establish the safety and effectiveness of the unapproved use. AACR conferences are professional, scientific, educational meetings. Please keep this in mind when selecting your activities. Please be sure they are appropriate and are in compliance with the AACR Rules and Regulations. All requests must be submitted to the AACR at least 30 days prior to the start of the conference for review and approval. Any exhibitor found conducting contests, raffles, drawings, or unauthorized events will be required to cease immediately. The AACR will not accept requests onsite.



## Activities Prohibited in the Exhibit Area

- Distribution of material outside of exhibit area Activities offering CME credits
- Playing or performing of copyrighted recorded or live music during the published Exhibit Hall Hours
- Distribution of coupons or vouchers for meals, entertainment, or personal services to meeting attendees
- Distribution of alcoholic beverages
- Distribution of any item of more than the minimal value without the prior written approval from the AACR
- Demonstration, promotion, or sales of the products of any non-exhibiting companies
- Affixing the AACR name or logo to, incorporating them in, or otherwise making them a part of exhibitor- distributed materials without prior written approval from the AACR
- Unauthorized reproduction or distribution of AACR abstracts
- Contests, raffles, lotteries, and games of any chance without prior written approval from the AACR
- Games or group activities of any kind
- Magicians, jugglers, motivational speakers, sleight of hand artists, or illusionists
- Soliciting attendees in the aisle(s) outside of booth space
- Fundraising, without prior written approval from the AACR

## Sales and/or Order Taking

The purpose of the exhibits is to further the education of meeting attendees through product and service displays and demonstrations. Sales and order taking are permitted provided all transactions are conducted in a manner consistent with the professional nature of the meeting.

Products for sale must be the exhibitors' own unaltered products and the products or services must be pertinent to the attendees' professional interest. AACR reserves the right to restrict sales activities that it deems inappropriate or unprofessional. Exhibitors must comply with all sales tax requirements.

## Security

The exhibitor agrees to assume all risks of loss, injury, theft or damage of any kind to any exhibit or component thereof, including any goods, merchandise, papers, business records or other property which may be in or come into exhibitor's possession during the course of the exhibit, or in the assembling or disassembling the exhibit. The exhibitor also agrees to assume all liability for damage of property, person or persons arising from accidental or other causes incidental to movement and operation of the exhibit and hereby releases AACR, AACR Staff, its contractors, and the hotel from any liability.

## Contract Obligations and Liability

The exhibitor agrees to protect, save, and keep the AACR and the occupied convention center forever harmless from any damage or charges imposed for violation of any law or ordinance by the exhibitor, their employees or agents as well as to strictly comply with the applicable terms and conditions contained in the agreement between the AACR and the occupied convention center regarding the exhibition premise. Furthermore, the exhibitor shall at all times protect, indemnify, save, and keep harmless the AACR and the occupied convention center against and from any and all loss, cost, damage, liability, or expense which arises out of or from, or by reason of any act or omission by the exhibitor, his employees, or agents.

Please visit [AACR.org/Calendar](https://aacr.org/Calendar) for the latest updates and additions to the list of 2022 conferences.



# SPECIAL AND MID-SIZE CONFERENCE TABLETOP APPLICATION 2022

## Exhibitor Information

**IMPORTANT: PLEASE TYPE/PRINT APPLICATION:  
(AACR Federal ID# 23-6251648)**

Have you exhibited with AACR in the past? ☐ Yes ☐ No

Exhibiting Company Name

Exhibiting Company Address

City State/Province

Zip/Postal Code

Country

Phone Fax

Email

Contact Person Title

## AACR Special and Mid-Size Conference Tabletops

(Please choose all that apply):

- ☐ Targeting RAS
- ☐ Evolutionary Dynamics in Carcinogenesis and Response Therapy
- ☐ Cancer Metastasis
- ☐ Advances in the Pathogenesis and Molecular Therapies  
of Liver Cancer
- ☐ Precision Prevention, Early Detection, and Interception of Cancer
- ☐ Sarcomas
- ☐ 12th AACR-JCA Joint Conference  
Breakthroughs in Cancer Research: Translating Knowledge into Practice
- ☐ Advances in Malignant Lymphoma
- ☐ Acute Myeloid Leukemia and Myelodysplastic Syndrome

Space will be randomly assigned. AACR reserves the right to rearrange the floor plan or relocate booths.

Number of tabletop spaces requested:

\_\_\_\_\_ X \$2,500 per tabletop = \$ \_\_\_\_\_

\_\_\_\_\_ X \$500 per tabletop for Non-Profit Organizations = \$ \_\_\_\_\_

## Method of Payment:

The undersigned agrees to pay 100% of the rental fee with this application.  
(Applications will not be processed until deposits are received.)

☐ Check or money order enclosed payable to the American Association for  
Cancer Research, drawn on a U.S. bank

☐ VISA ☐ MasterCard ☐ American Express

**Total Amount Due \$ \_\_\_\_\_**

Card No. CSV Exp. Date

Print Name of Cardholder

Signature of Cardholder

## Rules and Regulations:

The undersigned agrees to abide by all rules, requirements, restrictions and regulations as set forth in this agreement or as may be especially designated by the AACR, the designated properties and cities in which they are located. Failure to abide by such rules and regulations results in forfeiture of all monies paid or due the AACR under the terms of this agreement. No exhibitor may assign or sublet the whole or any part of the space allotted, nor exhibit therein any goods other than manufactured or handles by the exhibitor in the regular course of business.

Signature of Exhibitor Contact Person

Date

## Return Application and Payment

### Mail Payment in US Dollars to:

AACR Exhibits  
c/o AACR 615 Chestnut St, 17th Floor  
Philadelphia, PA 19106  
Attention: Finance Department

### Email completed applications to:

exhibits@aacr.org