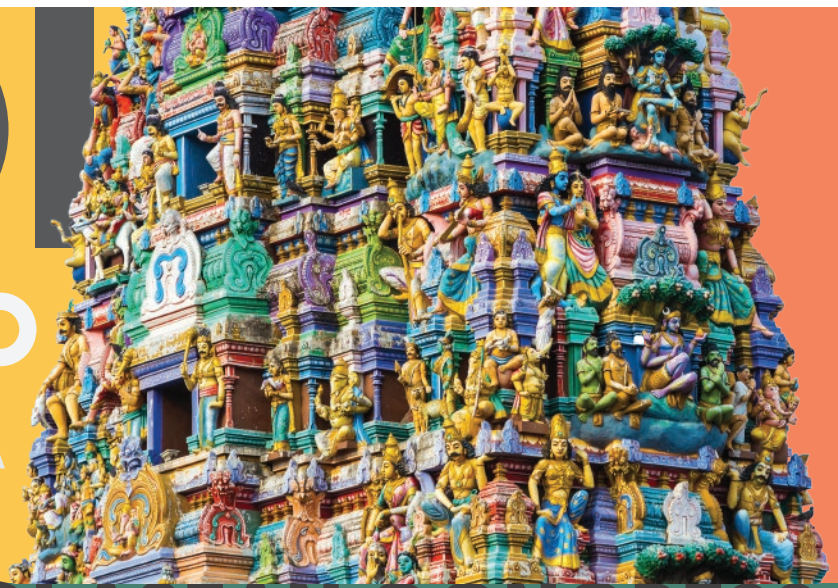


# ICOI

## COLOMBO SRI LANKA

**JANUARY 23-25, 2020**



## ICOI ASEAN CONGRESS

**GALADARI HOTEL COLOMBO**

**64 LOTUS RD, COLOMBO 00100, SRI LANKA**



**FOR MORE INFORMATION CONTACT THE ICOI  
CENTRAL OFFICE AT (973) 783-6300 OR  
VISIT OUR WEBSITE AT [WWW.ICOI.ORG](http://WWW.ICOI.ORG)**



**INTERNATIONAL  
CONGRESS OF  
ORAL IMPLANTOLOGISTS**

## DIGITAL IMPLANT DENTISTRY- REDEFINING TREATMENT CONCEPTS



## EXHIBITOR & SPONSOR PROSPECTUS



# ICOI ASEAN CONGRESS

January 23-25, 2020 ✧ Colombo, Sri Lanka ✧ Galadari Hotel



Dear Exhibitor/Sponsor:

The International Congress of Oral Implantologists and its worldwide membership of over 12,000 members invites you to be a sponsor and/or an exhibitor at our ICOI ASEAN Congress on January 23-25, 2020 in Colombo, Sri Lanka.

The Exhibitor/Sponsor Prospectus includes all the important information you will need to make your participation at our meeting a huge success.

We are anticipating a large number of both specialists and general dentists from around the world. It is ICOI's custom to provide the maximum opportunity for our exhibitors to interface with the delegates.

This prospectus contains specific information for decision making on whether to become a Sponsor, Exhibitor or both. But please don't delay. We will be assigning booths on a FIRST COME, FIRST SERVED basis with understandable courtesy to our sponsors. We expect a rapid and complete sellout so please don't delay.

We look forward to seeing you in Sri Lanka in January.

Tara Caruana  
*Exhibitions Manager*



# ICOI ASEAN CONGRESS

January 23-25, 2020 ✧ Colombo, Sri Lanka ✧ Galadari Hotel

## SPONSORSHIP INFORMATION

The ICOI is pleased to offer a limited number of sponsorships for our ICOI ASEAN Congress. An impactful addition to your marketing plan, sponsorship will provide high visibility and increased exposure to our anticipated 400 attendees. The site for this meeting will be the Galadari Hotel in Colombo, Sri Lanka. Sponsorship consideration will be on a *first come, first served basis*.

### PLATINUM SPONSORSHIP: \$12,000 USD

- **FIRST** choice of booth location - two complimentary 3m x 2m booths
- One (1) half-day Pre-Congress course provided by your company
- One (1) Full Page insertion in the final meeting program
- Complimentary Full Page insertion in ICOI's Implant Dentistry Journal
- Complimentary Half-Page insertion in ICOI World Newsletter
- Pre and Post Meeting E-mail blast to all members and attendees recognizing your company
- Listing on our website as an official sponsor with your logo and link to your website
- Recognition as a sponsor on all advertising/promotional materials for the meeting
- Your logo displayed on our registration packet
- Display of corporate logo on signage at registration and exhibit entrance
- Ten exhibitor badges
- Ribbons on Exhibitor Badges to denote Sponsorship
- Ability to purchase additional booths
- Recognition in ICOI World Newsletter

### GOLD SPONSORSHIP \$10,000 USD

- Priority selection of booth location (**after platinum sponsors**) - two complimentary 3m x 2m booths
- One (1) half-day Pre-Congress course provided by your company
- One (1) Full Page insertion in the final meeting program
- Complimentary Half-Page insertion in ICOI World Newsletter
- Recognition as a sponsor on all advertising/promotional materials for the meeting
- Your logo displayed on our registration packet
- Display of corporate logo on signage at registration and exhibit entrance
- Listing on our website as an official sponsor
- Eight exhibitor badges
- Ribbons on Exhibitor Badges to denote Sponsorship
- Ability to purchase additional booths
- Recognition in ICOI World Newsletter

### SILVER SPONSORSHIP \$8,000 USD

- Priority selection of booth location (**after platinum & gold sponsors**) - two complimentary 3m x 2m booths
- One (1) half-day Pre-Congress course provided by your company
- One (1) Half-Page insertion in the final meeting program
- Recognition as a sponsor on all advertising/promotional materials for the meeting
- Your logo displayed on our registration packet
- Display of corporate logo on signage at registration and exhibit entrance
- Listing on our website as an official sponsor
- Six exhibitor badges
- Ribbons on Exhibitor Badges to denote Sponsorship
- Recognition in ICOI World Newsletter

***Continued on next page***





# ICOI ASEAN CONGRESS

January 23-25, 2020 ∞ Colombo, Sri Lanka ∞ Galadari Hotel

## SPONSORSHIP INFORMATION *continued*

### EXHIBITORS AND SPONSORS HAVE ACCESS TO THE FOLLOWING HIGH VISIBILITY MARKETING OPPORTUNITIES:

(Sponsorship fees are in addition to the actual cost of the opportunity)

Please email [icoi@dentalimplants.com](mailto:icoi@dentalimplants.com) to inquire about these opportunities and prices.

- ✓ Lanyard Sponsor
- ✓ Tote Bag Sponsor
- ✓ Writing Pads and/or Pens
- ✓ Door Drops (approval of any marketing/mailling pieces is required)

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#### **PLEASE NOTE:**

You are responsible for any Food & Beverage and/or Audio Visual Charges you require or elect to provide for your Pre-Congress Course.

#### **FOOD & BEVERAGE AND A/V CONTACT:**

Food & Beverage and A/V Contact information will be provided prior to the meeting.

### **DEADLINE FOR SPONSORSHIP SUBMISSION IS AUGUST 2, 2019**





# ICOI ASEAN CONGRESS

January 23-25, 2020  Colombo, Sri Lanka  Galadari Hotel

## SPONSORSHIP APPLICATION

Name of Company \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail \_\_\_\_\_ Website \_\_\_\_\_

**Sponsorship Level:** ☐ PLATINUM \$12,000 USD ☐ GOLD \$10,000 USD ☐ SILVER \$8,000 USD

**Our booth preferences:** 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

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### PRE-CONGRESS COURSE INFORMATION: Please submit the following information by August 2, 2019

Title of Pre-Congress Course: \_\_\_\_\_

Is this a hands-on program? ☐ Yes ☐ No Is course limited attendance? ☐ Yes ☐ No If so, how many maximum? \_\_\_\_\_

Name(s) of Faculty for Course: \_\_\_\_\_

Course fee: \_\_\_\_\_ Please note 10% of all course fees are donated to ICOI's Implant Dentistry Research & Education Foundation (IDREF)

Course Description:

Course Objectives: Upon completion of this program, attendees will:

- 
- 
- 

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- Please submit a **Corporate Logo** in eps vector format via email to: [icoi@dentalimplants.com](mailto:icoi@dentalimplants.com).

- A completed W-9 is required to process proceeds from this course. Tax ID or SSN# \_\_\_\_\_

Company Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

### SPONSORSHIP PAYMENT:

☐ **CHECK:** Enclosed is full payment of US \$ \_\_\_\_\_. (Please make check payable to ICOI.)

(For outside the United States, please send payment in US dollars to ICOI on a check drawn on a US Bank or by credit card.)

☐ **CREDIT CARD** ☐ MasterCard ☐ Visa ☐ American Express

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV No. \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

**DEADLINE FOR SPONSORSHIP SUBMISSION IS: AUGUST 2, 2019**

**PLEASE RETURN COMPLETED APPLICATION TO THE ICOI CENTRAL OFFICE:**

55 Lane Road, Suite 305, Fairfield, New Jersey 07004 USA • p: (973) 783-6300 • f: (973) 783-1175 • [icoi@dentalimplants.com](mailto:icoi@dentalimplants.com)



# ICOI ASEAN CONGRESS

January 23-25, 2020 ✧ Colombo, Sri Lanka ✧ Galadari Hotel

## EXHIBITOR RULES, REGULATIONS AND GENERAL INFORMATION

**1. One unit of exhibit space: \$1,000.00 USD**

*\* Booth space is limited, Each exhibitor is allowed a maximum of 2 booths (except Platinum & Gold Sponsors).*

**2. Assignment of Exhibit Space:**

Following Sponsorship booth assignments, remaining exhibit booth space will be assigned on a FIRST COME FIRST SERVED basis. **Applications must be submitted with payment IN FULL.** You will receive an email confirming that we have received your application.

Booths will be assigned beginning November 1, 2019. Any applications received after booths have been assigned will be given any remaining booths if available.

**3. Exhibit Booth Package:**

Exhibit booth package will include the following:

- One draped, 6-foot table
- Two chairs
- One identification sign
- One wastebasket
- Names and addresses of all pre-registered attendees will emailed to the contact person for your company about 3 weeks prior to the event (Post-registered attendees' names and addresses can be requested after the meeting)
- Continental breakfast, breaks, luncheons and welcome cocktail reception

**Space does NOT include:**

- Electrical
- Unpacking and rigging
- Drayage
- Special utilities
- Booth decorating, furniture and carpeting
- Erecting or repacking of displays
- Storage space for packing crates and cartons

**4. Location of the Exhibit Hall:**

Grand Ballroom C in the Galadari Hotel will serve as our exhibit hall. Table-top and portable back wall exhibits are recommended.

**5. The exhibit hall will be open to exhibitor personnel during the following hours:**

**EXHIBITOR MOVE-IN:**

Wednesday, January 22, 2020	4:00 pm – 7:00 pm
Thursday, January 23, 2020	8:00 am – 12:00 pm

**SHOW HOURS:**

Thursday, January 23, 2020	2:00 pm – 6:00 pm
Friday, January 24, 2020	7:30 am – 6:15 pm
Saturday, January 25, 2020	7:30 am – 1:30 pm

**Welcome Cocktail Reception with Exhibitors:**

Thursday, January 23, 2020 6:00 pm – 7:30 pm

**EXHIBITOR MOVE-OUT:**

Saturday, January 25, 2020 1:30 pm – 3:00 pm

**ALL TIMES ARE APPROXIMATE AND MAY BE SUBJECT TO CHANGE. FINAL TIMETABLE WILL BE SENT VIA EMAIL PRIOR TO THE SHOW.**

- The ICOI reserves the right to refuse any commercial display inappropriate to a scientific meeting. The ICOI must grant permission to exhibit any equipment more than 3 meters. Please note that any backdrops or display higher than 1 meter MUST be displayed at the back of your booth. Nothing should be blocking neighboring booths. Due to space constraints, all exhibits MUST stay within the perimeters of your assigned booth in order to stay compliant with Fire Marshal Regulations..
- Samples, pamphlets, catalogs, etc. may be distributed at the exhibitor's booth only. Prize drawings and giving awards for signing names/addresses, and comparable promotional activities are not permitted.
- Exhibitors must carry their own fire, theft, or other insurance. All exhibit materials must comply with local fire laws, insurance underwriter and safety regulations. All containers and packing materials are to be removed from the exhibition area when the exhibit is set up. Explosive or flammable materials and substances are not allowed. All electrical work must be installed in accordance with local regulations. The exhibitor assumes responsibility for compliance with municipal and provincial regulations concerning fire, safety and health.
- For security reasons, exhibitors are required to keep an attendant at their booth during all open hours.
- All or any part of the space herein designated is subject to reassignment and rearrangement by the ICOI for the purpose of consolidation of display space or for any reason.
- No exhibitor shall assign, sublet or apportion the whole or any portion of space allotted to any Exhibitor or person. Exhibitor remains fully responsible and liable under its contract for all activities conducted within their designated space.
- Parts of exhibits, signs or other display materials may not be posted, taped, nailed or otherwise affixed to walls, doors, or any part of the Galadari Hotel in any way that may cause damage. Damage caused by failure to observe this rule will be paid for by the exhibitor.

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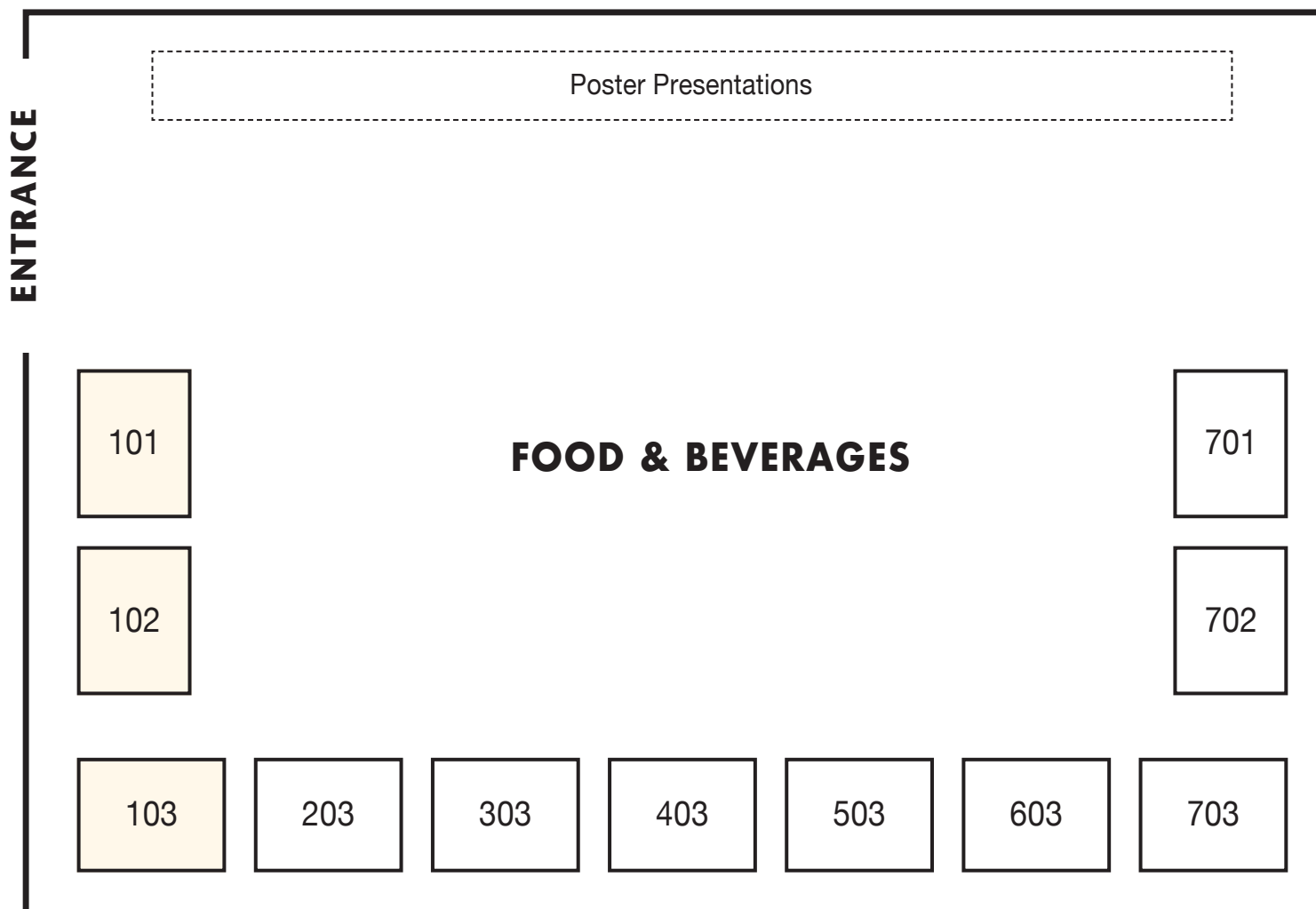


# ICOI ASEAN CONGRESS

January 23-25, 2020 ✧ Colombo, Sri Lanka ✧ Galadari Hotel

- 13.** Exhibitor's equipment is not insured by the ICOI for loss, theft, damage or breakage. Neither the Galadari Hotel employees or representatives, nor any representative of the ICOI can be held responsible for any injury, loss or damage to the exhibitor's employees or property. The exhibitor must assume responsibility for damages to property caused by, or which in any way arise out of, the actions of the exhibitor.
- 14.** If an exhibit display/booth fails to arrive, the exhibitor will still be responsible for all rentals and no refund will be made.
- 15.** Any and all matters not specifically covered in the preceding rules and regulations shall be subject solely to a decision of the ICOI Board of Directors.
- 16.** If any exhibitor chooses to cancel their registration, a refund will be issued, minus a 50% cancellation fee until November 1, 2019 after which time no refund will be given.
- 17.** The Galadari Hotel is the host hotel for this congress. Located at 64, Lotus Road, Colombo 01, Sri Lanka. For reservations, please call: (94)-11-2544-544.

## EXHIBIT HALL FLOORPLAN



\* Sponsors have priority selection of the shaded booths.



# ICOI ASEAN CONGRESS

January 23-25, 2020  Colombo, Sri Lanka  Galadari Hotel

## EXHIBITOR APPLICATION

Name of Company \_\_\_\_\_ Exhibit Contact \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Toll Free Phone Number \_\_\_\_\_ Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_ E-mail \_\_\_\_\_ Website \_\_\_\_\_

**\* Our booth preferences: 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_**

*\*Following Sponsorship booth assignments, remaining exhibit booth space will be assigned on a first come, first served basis.  
No booth(s) selected is guaranteed.*

Brief description of your product and/or service:

**Representatives at exhibit:** Only 2 representatives are included in the Exhibit Booth fee. Each booth space can have a maximum of 4 representatives. No exchanging of badges by representatives is permitted. The ICOI reserves the right to refuse representative admittance for unethical behavior. Representatives are required to wear their badges at all times while at the show.

A fee of \$250.00 USD will be incurred for each additional representative registered before the event until December 20, 2019. No additional representatives or name changes will be accepted after December 20, 2019. There will be a \$350.00 USD charge for each additional "On-Site" representative.

(1) \_\_\_\_\_ (2) \_\_\_\_\_

*To order additional badges please fill out the Additional Representative Application.*

I hereby agree to abide by ICOI regulations. In addition, I hereby release and agree to hold harmless the ICOI and the Galadari Hotel from any and all liability for damage or loss to my exhibit, equipment or products.

**Booth Fees:** ☐ One Space: \$1,000.00 USD ☐ Two Spaces: \$2,000.00 USD

*Booth space is limited. Each exhibitor is allowed a maximum of 2 booths (except Platinum and Gold Sponsors).*

Enclosed is full payment of US \$ \_\_\_\_\_. (Please make check payable to ICOI.)

*(For outside the United States, please send payment in US dollars to ICOI on a check drawn on a US Bank or by credit card.)*

Please check method of payment: ☐ **CHECK** ☐ **CREDIT CARD:** ☐ MasterCard ☐ Visa ☐ American Express

Card Number \_\_\_\_\_ Exp.Date \_\_\_\_\_ CVV No. \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Billing Zip Code \_\_\_\_\_ Date \_\_\_\_\_

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**SEND APPLICATION TO:** ICOI Central Office: 55 Lane Road, Suite 305, Fairfield, New Jersey 07004 USA  
Phone: (973) 783-6300 • Fax: (973) 783-1175 • [icoi@dentalimplants.com](mailto:icoi@dentalimplants.com)





# ICOI ASEAN CONGRESS

January 23-25, 2020  Colombo, Sri Lanka  Galadari Hotel

## ADDITIONAL REPRESENTATIVE BADGE REQUEST

Name of Company \_\_\_\_\_ Exhibit Contact \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Toll Free Phone Number \_\_\_\_\_ Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_ E-mail \_\_\_\_\_ Website \_\_\_\_\_

**Representatives at exhibit:** Only 2 representatives are included in Exhibit Booth fee. Each booth space can have a maximum of 4 representatives. No exchanging of badges by representatives is permitted. The ICOI reserves the right to refuse representative admittance for unethical behavior. Representatives are required to wear their badges at all times while at the show.

A fee of \$250.00 USD will be incurred for each additional representative registered before the event until December 20, 2019. No additional representatives or name changes will be accepted after December 20, 2019. There will be a \$350.00 USD charge for each additional "On-Site" representative.

### Names of Representatives Included with Exhibit Fee:

(1) \_\_\_\_\_ (2) \_\_\_\_\_

### Additional Representatives: (additional fee required)

(3) \_\_\_\_\_ (4) \_\_\_\_\_

### Platinum, Gold & Silver Sponsors Only:\* Platinum (10 representatives), Gold (8 representatives) and Silver (6 representatives)

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

(5) \_\_\_\_\_ (6) \_\_\_\_\_

(7) \_\_\_\_\_ (8) \_\_\_\_\_

(9) \_\_\_\_\_ (10) \_\_\_\_\_

\* For Silver Sponsors, an additional fee is required for more than 6 representatives.

\* For Gold Sponsors, an additional fee is required for more than 8 representatives.

\* For Platinum Sponsors, an additional fee is required for more than 10 representatives.

I hereby agree to abide by ICOI regulations. In addition, I hereby release and agree to hold harmless the ICOI and the Galadari Hotel from any and all liability for damage or loss to my exhibit, equipment or products.

### BADGE FEES: \$250 per additional representative before December 20, 2019.

**After December 20th registrations will be accepted on-site for \$350 per additional representative.**

Enclosed is full payment of US \$ \_\_\_\_\_. (Please make check payable to ICOI.)

(For outside the United States, please send payment in US dollars to ICOI on a check drawn on a US Bank or by credit card.)

Please check method of payment: ☐ CHECK ☐ CREDIT CARD: ☐ MasterCard ☐ Visa ☐ American Express

Card Number \_\_\_\_\_ Exp.Date \_\_\_\_\_ CVV No. \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Billing Zip Code \_\_\_\_\_ Date \_\_\_\_\_

**SEND APPLICATION TO:** ICOI Central Office: 55 Lane Road, Suite 305, Fairfield, New Jersey 07004 USA

Phone: (973) 783-6300 • Fax: (973) 783-1175 • [icoi@dentalimplants.com](mailto:icoi@dentalimplants.com)



# ICOI ASEAN CONGRESS

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## IMPORTANT ADDENDUM TO THIS PROSPECTUS

### **GUIDELINES REGARDING COMMERCIAL SUPPORT AND CONFLICT OF INTEREST**

**The ICOI, in planning this continuing education program for the ICOI ASEAN Congress, will adhere to the following policies:**

1. Program topic selection will be based on perceived needs for professional information and not for the purpose of endorsing specific commercial products, drugs, materials, treatments, or services.
2. Funds received from commercial sources in support of any educational programs shall be unrestricted and the ICOI Scientific Committee shall retain exclusive rights regarding the selection of presenters, instructional materials, program content and format, etc.
3. Any and all commercial support received shall be acknowledged in program announcements, brochures, and the on-site program book.
4. Commercial support shall be limited to:
  - a. the payment of reasonable honoraria;
  - b. reimbursement of presenter's out of pocket expenses; and/or
  - c. the payment of the cost of modest meals or social events held as part of an educational activity.
5. Presenters shall be instructed to avoid recommending or mentioning any specific product by its trade name. They should use generic terms whenever possible. When reference is made to a specific product by its trade name, reference shall also be made to competitive products.
6. Speakers will be required to disclose any potential bias or conflict of interest to commercial supporters and the audience of any activity related to the ICOI ASEAN Congress.

### **The ICOI shall:**

1. Be responsible for the content, quality, and scientific integrity of all educational activities.
2. Assure that presentations give a balanced view of all therapeutic options.
3. Assure that commercial exhibits do not influence planning nor interfere with the presentation of educational activities.
4. Be responsible for making ultimate decisions regarding funding arrangements for educational activities.
5. Assure that commercially supported social events at educational activities do not compete with, nor take precedence over, the educational events.
6. Have a policy on conflict of interest and assure that all educational activities conform to this policy.

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***Thank you for exhibiting and abiding by the rules we have set forth to ensure a successful event for everyone.***