

A CONFERENCE ON THE TREATMENT OF SUBSTANCE USE DISORDERS



# EXHIBITOR PROSPECTUS

## STATE OF THE ART ADDICTION MEDICINE CONFERENCE AND BOARD EXAM

**AUGUST 21 – 24, 2024**

HYATT REGENCY SAN FRANCISCO  
SAN FRANCISCO, CA



**SEE INSIDE:**  
Benefits of Participating, Support  
and Advertising Opportunities

THE CALIFORNIA SOCIETY OF ADDICTION MEDICINE (CSAM) INVITES YOU TO EXHIBIT AT OUR

# 2024 STATE OF THE ART ADDICTION MEDICINE CONFERENCE AND BOARD EXAM PREPARATION COURSE

## ABOUT THE CALIFORNIA SOCIETY OF ADDICTION MEDICINE (CSAM)

CSAM is the largest state chapter of the American Society of Addiction Medicine (ASAM). With over 700 members in California, the Society's mission is to advance the ethical and compassionate treatment of addiction through physician-led education of health professionals, patients, and the public. The Society promotes practice, research, prevention, and implementation of evidence-based treatment and sound drug policy. We advocate for our patients, their families, and other support systems at all stages of care.

## TOP 5 REASONS TO EXHIBIT

- Connect with physicians, psychologists, therapists, nurses, and addiction counselors, who are involved in the treatment of patients with or at risk of substance use.
- Position your brand among attendees and competitors.
- Meet with existing customers as well as potential customers.
- Promote your products and services and announce cutting-edge developments.
- Support the advancement and treatment of substance use disorders.

## WHAT'S IN IT FOR YOU?

CSAM is the trusted leader for the addiction medicine profession, and we offer a variety of opportunities to reach our physicians, psychiatrists, residents, and fellows. You will increase your sales, boost your profits and save time and energy meeting your target audience one-on-one in an environment free of daily interruptions. Only here can you interact with so many quality healthcare providers in the addiction medicine field.



## LOCATION

**HYATT REGENCY SAN FRANCISCO**

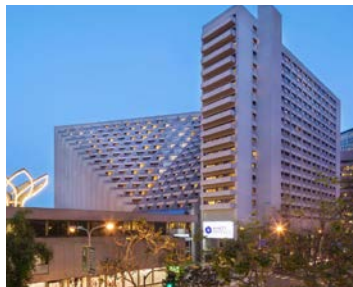
**555 Embarcadero Center | San Francisco, CA 94111**

The Hyatt Regency San Francisco is the host hotel for CSAM's **State of the Art Addiction Medicine Conference**. Located at 555 Embarcadero Center, San Francisco, CA 94111, the hotel is approximately 30 minutes from the [San Francisco International Airport \(SFO\)](#) and easily accessible by [MUNI](#), [BART](#) and [FERRY](#). The Hyatt has just completed a multimillion-dollar renovation which has transformed their spacious rooms and suites into sophisticated urban retreats with inviting modernist style in a natural palette with State of the Art amenities and spectacular balcony views of the city or San Francisco Bay. A State of the Art hotel for a State of the Art Conference!

The world-famous Ferry Building is across the street, bustling with shops and restaurants as well as its beloved and celebrated Farmers Market offering the quality and diversity of its fresh farm products from California's most notable and sustainable farms, finest food makers and chefs.

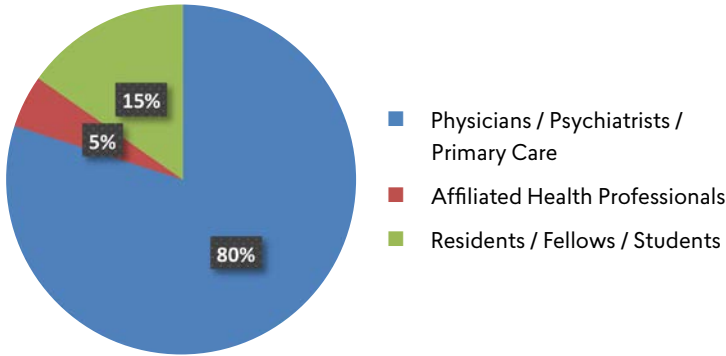
## BENEFITS OF STAYING AT THE HYATT

CSAM has secured a block of rooms at the discounted room rate of \$259 per night plus tax. The destination fee has been waived. Booking your room at the host hotel helps CSAM meet its room block commitment. The attendees, networking, and all things CSAM take place at the hotel!



## WHO ATTENDS CSAM?

The State of the Art Addiction Medicine Conference brings together a concentrated group of physicians in the field of Addiction Medicine, including Primary Care, Psychiatry, Psychology, and other specialty clinicians as well as trainees (fellows, residents and medical students). Many attendees are national Key Opinion Leaders (KOL) as well as CSAM/ASAM leaders.



## EXHIBIT FEES

All tables are 6' x 30"

One (1) 6' tabletop exhibit	\$2,500
Two (2) 6' tabletop exhibits	\$4,500
Additional Booth Personnel (after comps)	\$500

## WHAT'S INCLUDED

- 6' x 30" draped table
- Two chairs
- One (1) Wastebasket
- Two (2) complimentary registrations for exhibit booth personnel
- Listing and description in the conference app
- Pre and Post Attendee List

## IMPORTANT DATES AND INFORMATION

**REGISTRATION DEADLINE:** July 22, 2024

**EXHIBIT FEE DUE:** With Application

**HOTEL RESERVATION CUT-OFF:**  
Monday, July 29, 2024. [Book Your Room Now](#)

**HYATT REGENCY SAN FRANCISCO SHIPPING AND AV ORDER FORM DUE:** July 22, 2024

# EXHIBIT HALL SCHEDULE

WEDNESDAY, AUGUST 21	
2:00 PM – 5:00 PM	Exhibitor Move-In
THURSDAY, AUGUST 22	
7:00 AM – 4:00 PM	Exhibit Hall Open
7:00 AM – 8:00 AM	Continental Breakfast
10:20 AM – 10:45 AM	Refreshment Break in Exhibit Hall
3:30 PM – 3:50 PM	Refreshment Break in Exhibit Hall
FRIDAY, AUGUST 23	
7:00 AM – 3:30 PM	Exhibit Hall Open
7:00 AM – 8:00 AM	Continental Breakfast
10:10 AM – 10:30 AM	Refreshment Break in Exhibit Hall
2:45 PM – 3:15 PM	Ice Cream Social in Exhibit Hall
3:30 PM – 5:00 PM	Exhibitor Move-Out

\*Times are tentative and subject to change.

## ELIGIBILITY TO EXHIBIT

All products and services exhibited must be directly related to the education and/or practice of addiction medicine. CSAM reserves the right to withhold approval of exhibitor's products and services that in its judgment do not further the needs of its members and attendees. Applications from exhibitors who have balances due to CSAM will be required to bring current before an application can be considered. Vendor booth approval is subject to review. Once your application for a booth is accepted by the Conference Committee you will receive confirmation of acceptance and other pertinent information.

## SHIPPING, ELECTRICAL AND AUDIO VISUAL

Shipping of materials, electricity and audio visual are not included in the exhibit booth rental. All items must be arranged through the Hyatt Regency San Francisco and are the responsibility of the exhibitor. The necessary forms will be emailed to you once you have been approved to exhibit.

## IMPORTANT NOTE ABOUT FRAUDULENT SOLICITORS

Unfortunately, there are many unethical companies contacting CSAM members and exhibitors. They are falsely advertising CSAM member and conference attendee email lists for sale. CSAM does not sell its membership list.

# SUPPORT OPPORTUNITIES

## SUPPORT AND PARTNERSHIP

All sponsors will receive company recognition in the conference app, event signage and recognition on the CSAM website.

### ❑ ATTENDEE WI-FI

**\$10,000** *(One Available)*

Be the company that keeps attendees connected throughout the conference. Your company's name will be the Wi-Fi Passcode.

### ❑ CONTINENTAL BREAKFAST

**\$3,500** *(Three Available)*

Help attendees start their morning off right with a balanced breakfast each morning.

### ❑ ICE CREAM SOCIAL IN EXHIBIT HALL

**\$3,000** *(One Available)*

Attendees will enjoy a wide selection of ice cream and frozen fruit bars in the exhibit hall during the Friday afternoon break.

### ❑ REFRESHMENT BREAKS IN EXHIBIT HALL

**\$2,000** *(Three Available)*

Coffee and tea will be available in the exhibit hall during the AM and PM breaks.

## ADVERTISING & MARKETING OPPORTUNITIES

### ❑ MARKETING E-BLASTS

**\$2,000** *(Multiple Opportunities Available)*

Get your message out to attendees before the conference. CSAM will send out your message through our e-marketing system within two weeks of the conference. All messages will be approved by CSAM before being sent out.

### ❑ SWAG STATION

**\$1,500** *(Multiple Opportunities Available)*

Make an impact with items attendees will need and love! Choose from pens, notepads, water bottles and more! Displayed in the registration area, the swag stations are sure to be popular with attendees. Items will be CSAM branded; no corporate logos will be placed on items.



# 2024 REGISTRATION INFORMATION

AUGUST 21 - AUGUST 24  HYATT REGENCY SAN FRANCISCO

Tradeshow Contact: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Description of Product or Service to be Exhibited: \_\_\_\_\_

## BOOTH REPRESENTATIVES: *(2 per tabletop)*

1. Name: \_\_\_\_\_ Email: \_\_\_\_\_

2. Name: \_\_\_\_\_ Email: \_\_\_\_\_

3. Name: \_\_\_\_\_ Email: \_\_\_\_\_

4. Name: \_\_\_\_\_ Email: \_\_\_\_\_

## EXHIBIT FEES: *(Please check one)*

- One (1) 6' tabletop exhibit - \$2,500.00
- Two (2) 6' tabletop exhibits - \$4,500.00
- Additional Exhibit Personnel: \$500 x \_\_\_\_\_ #ppl = \$ \_\_\_\_\_

## AMOUNT DUE:

Exhibit Fee: \$ \_\_\_\_\_

Support and Partnership Opportunities: \$ \_\_\_\_\_

Advertising and Marketing Opportunities: \$ \_\_\_\_\_

**Total:** \$ \_\_\_\_\_

## ASSIGNMENT OF SPACE:

Booths are assigned on a first-come, first-serve basis. Space will not be assigned until payment in full has been received. We cannot guarantee your preferred space is available but will make every effort to accommodate your request. Referring to the floorplan, please indicate your space preference.

1st choice: \_\_\_\_\_ 2nd choice: \_\_\_\_\_ 3rd choice: \_\_\_\_\_ 4th choice: \_\_\_\_\_

Exhibitors we DO NOT wish to be near: \_\_\_\_\_

## PAYMENT INFORMATION:

Check #: \_\_\_\_\_ -or-  Visa  MasterCard  AmEx

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

By signing this registration form, you and your company representatives attending the meeting agree to adhere to the Exhibit Rules & Regulations outlined in this prospectus.

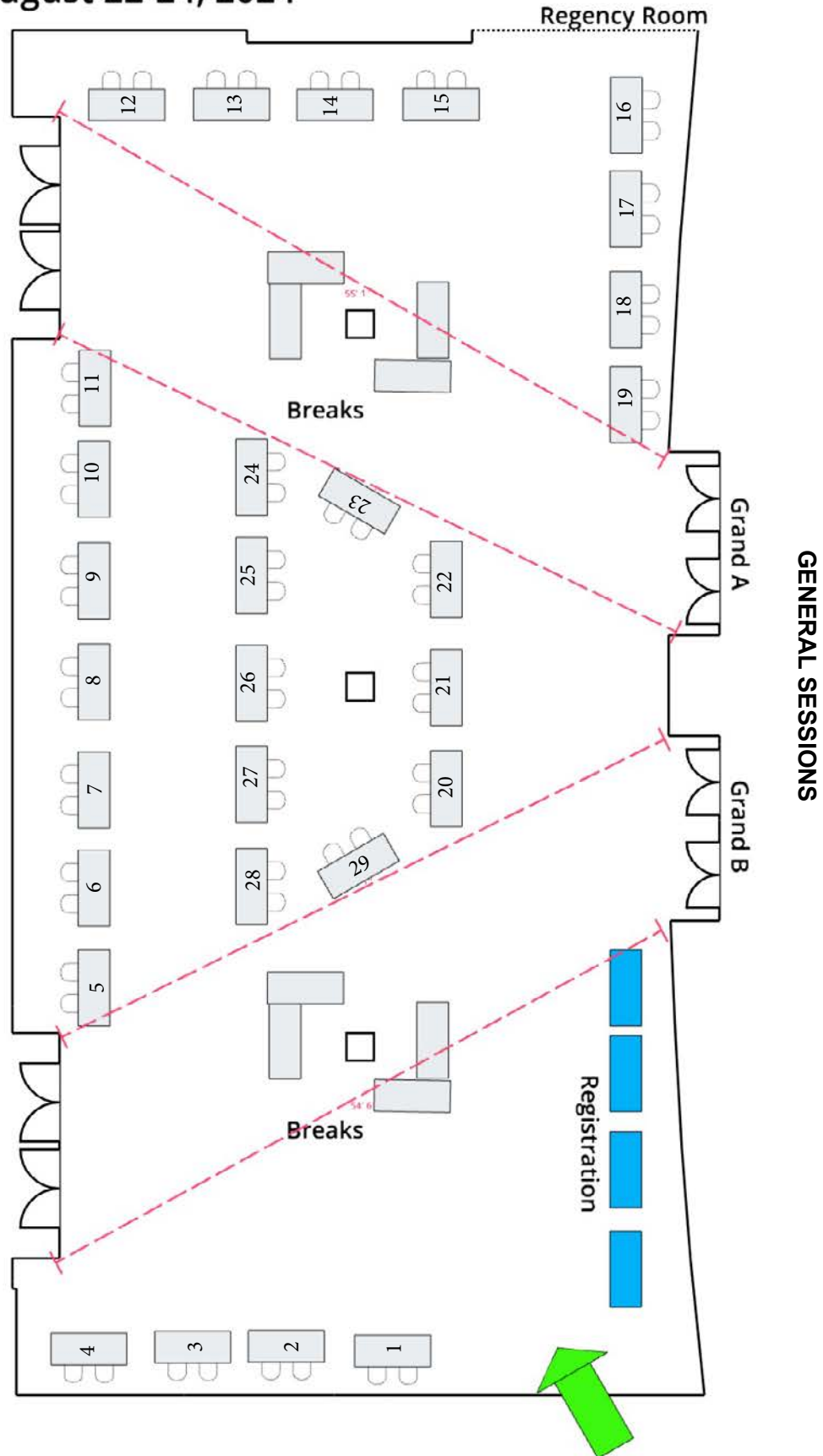
**QUESTIONS?** Contact [events@thecsam.org](mailto:events@thecsam.org).



**RETURN COMPLETED FORM  
& PAYMENT TO:** [events@thecsam.org](mailto:events@thecsam.org)

For Internal Use Only: Reviewed by: \_\_\_\_\_ Approved: \_\_\_\_\_ Date: \_\_\_\_\_

# California Society of Addiction Medicine August 22-24, 2024



# EXHIBITOR RULES & REGULATIONS

The following rules and regulations have been designed for the benefit of all exhibitors. CSAM requests full cooperation of the exhibitor. Please be sure that everyone involved in the arrangements for your exhibit has a copy of these rules and regulations. It is the responsibility of the exhibitor to see that all booth staff are aware of and adhere to these rules and conduct themselves in a professional manner throughout this meeting. By applying for an exhibit space, a company agrees to adhere to all conditions and regulations outlined in this Exhibitor Prospectus.

## CONTRACT FOR SPACE

The exhibit contract and booth space request, the formal notice of space assignment, and the full payment of rental charges together constitute a contract between CSAM and the Exhibitor for the right to use the assigned booth space in compliance with these rules and regulations. CSAM will follow CDC guidelines. Exhibitors shall be bound by the rules and regulations set forth herein and by such amendments or additional rules and regulations which may be established by CSAM.

## SUBLETTING AND SHARING OF SPACE

No part of any exhibit space assigned to an exhibitor may be reassigned, sublet or shared with any other party.

## SPACE ASSIGNMENT

Space assignment is made on a first-come basis for Exhibitors, and is confirmed when the firm sends in their contract and booth space payment. However, CSAM does reserve the right to place, move or relocate any Exhibitor in cases of necessity for the total benefit and operation of the conference. CSAM will make every effort to place Exhibitors in the areas of their choice and, once a space is paid for, confirm that space to that Exhibitor.

## CANCELLATION

Cancellations on or before July 22, 2024, are subject to a \$200 cancellation fee. No refunds for cancellations submitted after that date. If an Exhibitor rents a booth, pays in full, but does not attend the conference, no refund of the booth rental will be allowed.

## EXHIBITOR ADMISSION

Admission shall be by badge. Identification badges shall not be transferable. Rights of an Exhibitor shall not be assignable to any other firm or person.

## CARE OF EXHIBIT SPACE

The exhibit floor, and each booth space occupied by Exhibitors, will be cleaned daily. Exhibitors, however, must cooperate by not throwing refuse on the floor, or any other material which will endanger public safety or inconvenience other Exhibitors during exhibition hours. Exhibits must be put in proper shape and in order before the opening hours of the

show day. Booths not in order before the opening hour may be straightened by CSAM at the expense of the Exhibitor.

## ARRANGEMENT OF EXHIBITS

CSAM will supply one (1) six-foot draped table, two chairs and a waste basket. Exhibitor shall have its tabletop and one (1) foot of space on either side of the table for its display. Exhibits not conforming to these specifications, or which, in design, operation, or otherwise, are objectionable in the opinion of the management, will be prohibited.

## EXHIBITOR SOLICITATIONS

Exhibitors must limit their activities within the confines of their booth space. Exhibitor activities must be conducted in a manner consistent with non-interference of activities legitimately exercised by other Exhibitors. The distribution of Exhibitor's products, catalogues, pamphlets, printed materials, souvenirs, etc., must remain within the confined area of the booth space and at no time should protrude into the exhibit hall aisles. No Exhibitor's promotional activities will be permitted outside the confines of the Exhibitor's booth space. Any firm or organization without an assigned booth space will not be permitted to solicit business within the trade show area.

## PENALTY FOR EARLY BREAK DOWN

Early breakdown is NOT permitted. The exhibiting company may be ineligible to exhibit in future CSAM conferences. If there are extreme circumstances please contact [events@thecsam.org](mailto:events@thecsam.org).

## EXCLUSION

California Society of Addiction Medicine shall have the right to exclude or to require modification of any display or demonstration, which in its sole discretion, it considers unsuitable to or not in keeping with the character of the exhibition, including removal of the display and exhibit personnel. Further, the California Society of Addiction Medicine shall have the right to prohibit the use of amplifying equipment or music, which in its sole discretion, it considers objectionable. The California Society of Addiction Medicine shall have the right to demand modification of the appearance of dress of persons or mannequins used in connection with displays or demonstrations.

# EXHIBITOR RULES & REGULATIONS

## HOLD HARMLESS & INDEMNITY

This Agreement shall not constitute or be considered support or endorsement for products or services being offered, a partnership, employer-employee relationship, joint venture or agency between California Society of Addiction Medicine and Exhibitor. The Exhibitor assumes all responsibility for any loss, theft, or damage to Exhibitor's displays, equipment, and all other property while on the Hotel premises for the CSAM 2024 Conference and hereby waives any and all claims and/or demands it may have against the California Society of Addiction Medicine, its Officers, Board Members and Consultants and the Hotel. In addition, the Exhibitor agrees to defend, indemnify and Hold Harmless the California Society of Addiction Medicine, its Officers, Board Members and Consultants and the Hotel from and against any and all liabilities, obligations, claims, damages, suits, costs and expenses, including, without limitation all attorney fees and costs, arising from directly or indirectly and/or in connection with the Exhibitor's occupancy and/or use of the exhibition premises or any part thereof and/or any act, error and/or omission of the Exhibitor or its employees, subcontractors and/or agents. Exhibitor shall provide to California Society of Addiction Medicine (CSAM) a Certificate of Insurance with General Liability, Auto, Workers' Compensation (if there are employees) and an Additional Insured Endorsement by July 1, 2024. The certificate and endorsement should be issued to: California Society of Addiction Medicine, c/o CSAM Exhibit Sales, 1 Capitol Mall, Suite 800, Sacramento, CA 95814 and must name CSAM, its Officers, Directors and Consultants as additional insureds. Coverage limits shall be \$1,000,000 per occurrence/\$1,000,000 aggregate for GL, \$1,000,000 for Auto and Statutory limits for Workers' Compensation. All coverage limits and insurers must be acceptable to CSAM.

## LABOR

Exhibitors are required to comply with the labor regulations as determined between CSAM, the local unions, and the Hotel.

## SECURITY

CSAM will provide security service for the exhibit area during non-show hours. As further protection, CSAM management encourages each Exhibitor to have at least one employee in their booth during the hours of move-in and particularly during the hours of move-out, so that each Exhibitor will assist in the security of their individual materials. CSAM management also encourages that the exhibit booth should be staffed at all times during the regular show hours by qualified regular employees of the Exhibitor. However, in all cases, the ultimate responsibility of security lies with the Exhibitor at all times, and CSAM will not be held liable for the loss or theft of any or all items from an exhibit booth.

## HOSPITALITY SUITES/CONFLICT WITH CSAM SANCTIONED EVENTS

It is strictly forbidden for any sponsor, Exhibitor or non-Exhibitor to establish a hospitality suite for promotional purposes or for direct sales. Any sponsor, Exhibitor observing a non-Exhibitor promoting products should notify CSAM management immediately. Sponsor, Exhibitor or non-Exhibitor is not allowed to hold any event during CSAM sanctioned event times. All non CSAM events need to be approved by CSAM.

## NON-COMPLIANCE TO RULES & REGULATIONS

Each Exhibitor, and all employees, agree to abide by the rules and regulations given herein and by subsequent amendments and additions, considered by CSAM management to be in the best interest of all Exhibitors. Upon non-compliance with the rules formulated, CSAM management reserves the right to prohibit, reject, or eject an Exhibitor, Exhibitor's representatives, or exhibit in whole or part, with or without giving cause. If cause is not given, CSAM's liability shall not exceed the return to the exhibiting company of the rental at the time of ejection. If an Exhibitor is ejected for violation of these rules, misrepresentation of product to be exhibited, or for any other reason, no return of rental money shall be made.

## AMENDMENT TO RULES

These rules, regulations and conditions have been drawn up for the purpose and intention of providing a well-balanced, well-regulated, attractive, and successful exposition. All matters, or questions, not specifically covered by the preceding rules and regulations shall be subject solely to the decision of CSAM management. To provide the greatest good to the greatest number, CSAM management shall have full power to so interpret the rules and regulations or make such rulings as may appear to be for the best interest of the entire exposition and all amendments of the foregoing rules shall bind the Exhibitors.

## UNION JURISDICTION

To conform to union contract rules and regulations, it will be necessary that all Exhibitors use qualified union personnel for the various services required for installation and dismantling of exhibits and for material handling within the show.