



2024 Exhibition Registration Form

Please complete items 1-8 and return this contract with payment to:
 Society for In Vitro Biology
 672 Old Mill Rd, Suite 284, Millersville, MD 21108
 Phone (410) 969-7940 * Fax: (410) 969-7941
 Email: sivb@sivb.org

This contract reserves exhibit space at the 2024 World Congress on In Vitro Biology in St. Louis, Missouri, held from June 8 – 12, 2024. Confirmation of receipt will be sent to us. It is understood that as an exhibitor, we are required to abide by the rules set by the meeting and all conditions set by the venue (see page 2). If any of our plans change, we may cancel this contract no later than 4 months prior to the start of the meeting and receive a full refund less a \$50 administrative fee; later cancellation funds will be subject to a 75% cancellation charge of the total cost.

1. Company information: (this information will be included in the program booklet given to attendees)

Company/Organization _____
 Address _____
 Address _____
 City _____ State _____ Postal Code _____ Country _____
 Phone _____ Fax _____ Email _____

2. To complement your display, the SIVB offers a 25-word description in the Program Booklet (please type/print your description)

3. We will exhibit the following products/ services (please use generic terms) _____

4. Exhibitors from whom you desire separation: _____

5. Exhibition Space: Number of Floor Displays: _____ or Number of Tabletop displays: _____

6. Items being purchased:

Tabletop Deposit (\$875 per tabletop):	\$875	X _____	_____
Floor Display Deposit (\$1,075 per floor display):	\$1,075	X _____	_____
Refreshment Break donation	\$60	X 1	\$60.00
Registration Bag Insert	\$350	X _____	_____
Pre-registration list / Post-registration list	\$250 /\$300	X _____	_____
Event Website/Mobile Advertising (See website for prices)	_____	X _____	_____
Other: _____	\$ _____	X _____	_____
		Total Due	_____

7. Company Contact (all correspondence will go to this person):

Name (required): _____
 Email (required): _____ Phone: _____

8. ENCLOSED: Method of Payment:

- Check payable to 2024 World Congress on In Vitro Biology is enclosed. (if not USA bank, add bank clearance fee of \$10 Canada; \$25 all others)
- Credit Card Full amount to be billed to credit card Deposit to be billed to my credit card \$ _____ (Balance due April 6, 2024)

Card Type: Visa MasterCard Discover American Express **Expiration date.** ____/____ **CSV** _____

Card # _____ **Name on Card** _____

Billing Address for Credit Card

Address _____
 City _____ State _____ Postal Code _____ Country _____

9. Exhibit Guidelines: By signing this form to exhibit at the 2024 World Congress on In Vitro Biology, you are agreeing to the rules and guidelines of the 2024 SIVB Exhibition at the Hyatt Regency St. Louis at The Arch (please see page 2).

Reviewed and accepted by (please print): _____ Date _____

Signature _____

2024 Exhibition Guidelines

The Hyatt Regency St. Louis at The Arch will be the site of the 2024 World Congress on In Vitro Biology (Hotel). Guests booking their hotel as part of the SIVB room block receive complimentary in-room wi-fi internet.

RECORDING POLICY

Photographs, video, and live streaming may occur during this conference for social media and other event publicity purposes. Your registration and/or participation in the meeting indicates your consent to be photographed and grants the Society for In Vitro Biology the right to copy, distribute, and/or exhibit name(s) and/or picture(s) of you.

HEALTH POLICY

The US Federal COVID-19 Public Health Emergency declaration ended on May 11, 2023, but SIVB continues to monitor the advisories and guidelines of local, US, and world health advisory organizations. As such, the 2024 World Congress on In Vitro Biology and Society for In Vitro Biology will adhere to local and national health rules and guidance, as issued by governing bodies such as the US Centers for Disease Control and Prevention (US CDC) and the St. Louis County Health Department. If those rules and guidance require specific policies and procedures associated with in-person meeting attendance, Annual Meeting materials will be updated to inform registrants and potential registrants.

MEETING CODE OF CONDUCT

This may be found at <https://sivb.org/about-sivb/meeting-code-of-conduct.html>.

PROMOTIONAL MATERIALS/SIGNAGE

Nothing should be posted on, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the meeting space or furniture in the hotel. Distribution of promotional gummed stickers or labels is strictly prohibited.

FOR ADDITIONAL INFORMATION

Please visit our website at <https://sivb.org/meetings/exhibit-information-2024.html>.