

EXHIBITOR PROSPECTUS



AAAAI/WAO JOINT CONGRESS

SAN DIEGO, CA, USA

Feb 28-March 3, 2025

Climate Change and Allergic Diseases: Global Impact on Health

AAAAI American Academy of
Allergy Asthma & Immunology

WAO
WORLD ALLERGY ORGANIZATION
A World Federation of Allergy, Asthma
& Clinical Immunology Societies

Invitation to Exhibit

The American Academy of Allergy, Asthma & Immunology (AAAAI) and the World Allergy Organization (WAO) invite you to participate in the 2025 AAAAI / WAO Joint Congress in San Diego, CA, USA, February 28-March 3. This meeting is the premier educational event for allergist/immunologists around the world, drawing thousands of delegates each year. For AAAAI and WAO industry partners and related organizations, this event is an unparalleled opportunity to make and solidify relationships through person-to-person communications and marketing. Reserve your booth space today!

Included in your exhibit booth rental package

- Booth space with back and sidewall drape
- Booth identification sign
- Unlimited complimentary exhibitor booth staff badges
- One complimentary exhibitor/delegate badge per 100 sq. ft. of exhibit space rented (maximum 15)
- 24-hour security
- General maintenance of the aisles and common exhibit hall areas
- Listing in the Exhibit Directory
- Listing in the mobile app
- Discounted exhibitor housing rates
- One hour of dedicated exhibit and poster time, Friday-Sunday
- Online Exhibitor Service Manual
- Plus special opportunities to:
 - Purchase pre- and post-show attendee mailing lists
 - Earn priority points

Booth Rental Fees

Inline booths.....	\$47/sq. ft.
Corner booths.....	\$50/sq. ft.
Island booths.....	\$53/sq. ft.
Larger island booths (30 ft. x 30 ft. or larger).....	\$58/sq. ft.

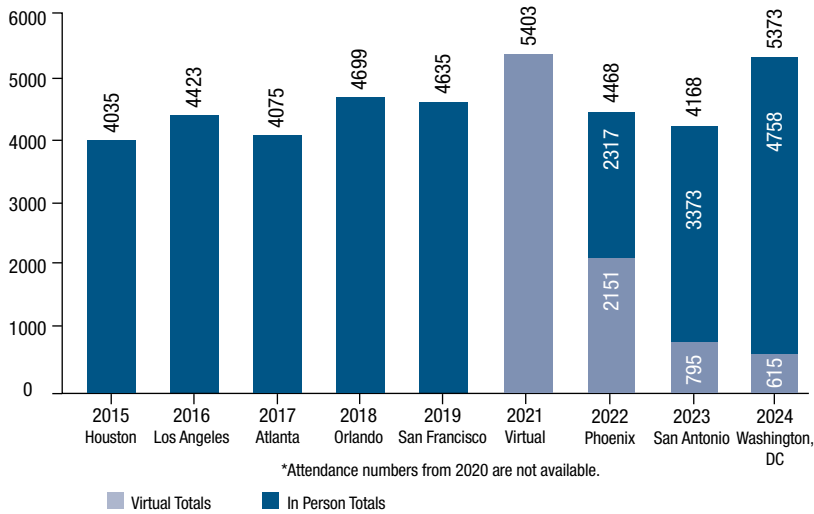
Location Information

San Diego Convention Center
111 Harbor Dr.
San Diego, CA, 92101, USA

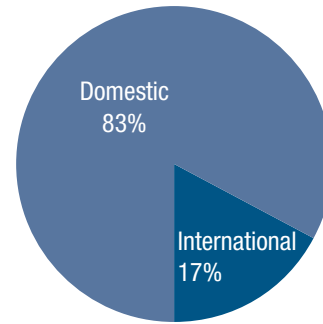


2024 AAAAI Annual Meeting Attendee Summary

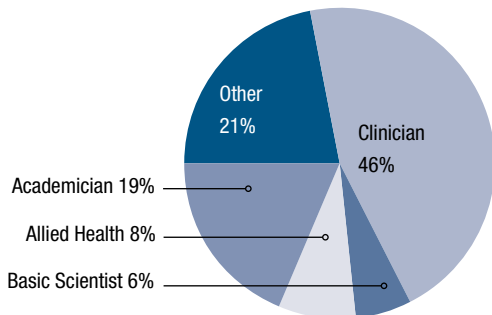
Professional Attendance



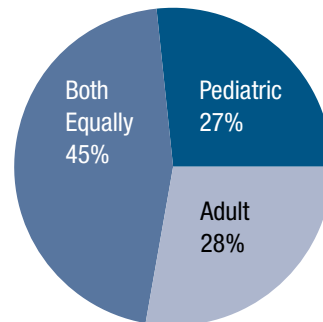
Domestic vs. International Attendees



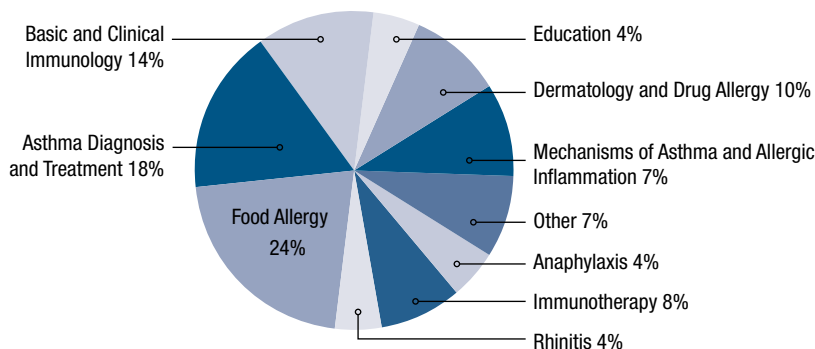
Attendees by Employment



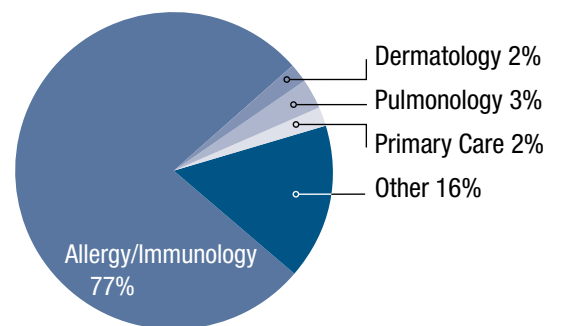
Clinician Attendees by Primary Patient Type



Primary Area of Interest



Attendees by Specialty



All metrics are from the 2024 AAAAI Annual Meeting through February 26, 2024 (unless otherwise noted). Attendance numbers from 2020 are not available.

General Exhibit Information

Exhibit Dates & Hours

Friday, February 28.....	9:00 am to 3:45 pm
Saturday, March 1.....	9:45 am to 3:15 pm
Sunday, March 2.....	9:45 am to 2:00 pm

Exhibit Installation Dates & Hours

Wednesday, February 26.....	8:00 am to 5:00 pm
Thursday, February 27.....	8:00 am to 8:00 pm

All booths and materials must be set up by 8:00 pm on Thursday, February 27. Show Management and Freeman may, without incurring any liability for damage or loss, install or dismantle any property of any exhibitor who has failed to do so by 8:00 pm, at the sole expense of the exhibitor.

Exhibit Dismantle Dates & Hours

Sunday, March 2.....	2:15 to 10:00 pm
Monday, March 3.....	8:00 am to 12:00 pm

Exhibit dismantle may not begin until after the close of the exhibit hall at 2:00 pm on Sunday, March 2. Exhibit dismantle must be complete by 12:00 pm on Monday, March 3. No exceptions can be made. Show Management and Freeman may, without incurring any liability for damage or loss, dismantle any property of any exhibitor who has failed to do so by Monday, March 3 at 12:00 pm, at the sole expense of the exhibitor. Any exhibitor who violates this policy may lose priority points, will no longer be able to purchase a mailing list and may be subject to a 10% booth early move-out fee.

Exhibit Hall Access

Exhibit and registered Exhibitor Appointed Contractor (EAC) personnel (including food vendors (except Sodexo Live!), audio/visual, florists, photographers, etc.) will have access to the exhibit hall during installation and dismantle hours and for show days at 7:00 am on Friday, February 28 and 8:45 am on Saturday, March 1 and Sunday, March 2. Unregistered EAC staff (who were not registered to receive a Joint Congress exhibitor badge) will not be allowed access to the exhibit hall on show days. Access to the exhibit hall ends one hour after exhibition hours. Security will not allow access to the exhibit hall outside of the scheduled hours without prior written approval from Show Management. Any requests for exceptions must be submitted in writing to Show Management at annualmeeting@aaaai.org by Friday, February 14.

To access the exhibit hall on setup and teardown days, all exhibitors and EAC personnel are required to check in and obtain a wristband from the security desk at the designated exhibit hall entrance. The security desk location and further information will be provided in February.

To access the exhibit hall on show days, all exhibitors must have a Joint Congress Registration Badge which may be picked up at the Registration Desk. No exceptions will be made.

Service Contractor



Freeman has been named the official service contractor for the Joint Congress and is appointed to ensure the orderly and efficient installation and removal of the overall exhibition.

Freeman will provide and assure the distribution of labor to all exhibitors according to need and avoid any conflict with facility regulations and requirements.

Freeman will staff and maintain an onsite service desk before, during and after the exhibition to serve as a focal point for exhibitor needs. Furniture, decorative signs, labor and other services will be available at the Freeman Service Desk.

The official Exhibitor Service Manual will be available Wednesday, December 4 on the Joint Congress website. Along with additional information, the service manual will contain information on:

- Freight shipping and handling
- Labor regulations and rates
- Furniture, display and other decorating rentals
- Ordering electrical and telephone services

Independent Service Contractors

Exhibiting companies may opt to use Independent Service Contractors (ISC) for installation and dismantling. If such contractors are used, the exhibit company must complete the Exhibitor Appointed Contractor (EAC) form in the Exhibitor Service Manual and send to Show Management no later than January 10, 2025. Independent contractors are responsible for notifying Show Management of the booths they will work in and they must provide the appropriate insurance by January 10, 2025. The Certificate of Insurance provided by the EAC must provide (i) evidence of workers' compensation insurance covering all permanent and temporary labor staff hired to perform work over the event dates in the minimum amount required by state law; (ii) evidence of commercial general liability insurance in a minimum amount of \$1,000,000 per occurrence covering all operations (including bodily injury and property damage); and, (iii) automobile liability insurance in a minimum amount of \$1,000,000 covering all owned, hired and non-owned vehicles. The Certificate of Insurance covering commercial general liability and auto insurance must also name the American Academy of Allergy, Asthma & Immunology and World Allergy Organization as certificate holders and must list the following parties as additional insured: American Academy of Allergy, Asthma & Immunology, World Allergy Organization, the San Diego Convention Center and Freeman; such insurance shall be primary and not contributory. If information is not received by January 10, 2025, the exhibitor must work with Freeman.

The exhibiting company is responsible for reviewing the information provided in this Exhibitor Prospectus and communicating it to any ISCs/EACs that they have hired.

EACs must have submitted all appropriate forms and certificate of insurance for staff to be allowed access on the exhibit floor. No exceptions can be made.

General Exhibit Information, continued

In order to protect the security of the exhibit hall, EAC staff will not be permitted in the exhibit hall before or after the designated exhibit hall access hours. Any EAC staff found before/after the designated hours will be immediately escorted out of the hall.

EAC/ISCs are not permitted to provide cleaning services to exhibit booths including vacuuming at the San Diego Convention Center. The Convention Center has an exclusive cleaning service that can be ordered through the Exhibitor Service Manual.

Booth Construction

Standard booths are 10 ft. x 10 ft. or multiples thereof and are arranged in a straight line. All standard booths consist of eight ft. backwall drape and three ft. sidewall drape. Exhibit fixtures, components and signs will be permitted to a maximum height of eight ft. and they may extend only five ft. from the backwall. Any fixtures placed within the remaining five ft. must not exceed four ft. high. Peninsula booths and bridging are not permitted.

Island booths consist of four or more standard booths back-to-back with aisles on all four sides. Exhibit fixtures, components and banners will be permitted to a maximum height of 24 ft. Sufficient see-through areas must be provided to prevent blocking views of adjacent booths (i.e., there must be access from all four sides of the booth with a minimum of 30% see-through effect from all four sides).

All island booths must submit a floorplan and elevation drawing, indicating placement and dimensions of all structures on a grid for Show Management review by January 10, 2025. Approvals or revisions will be communicated within 10 business days. Show Management is not responsible for any additional labor, production or material costs for modifications necessary to an exhibit booth to be compliant with these guidelines.

Any plans for multi-level booths must be discussed with Freeman to ensure they comply with facility guidelines and building codes.

Booth floor covering is mandatory and is the responsibility of the exhibiting company. Exhibitors may supply their own carpet/floor covering (must be slip-resistant) or order it from Freeman. All exhibit booths without floor covering, or which is objectionable to Show Management, shall, at Show Management's sole discretion, be carpeted and/or corrected at the exhibitor's expense. Exhibitors are encouraged to work with the general contractor on recycling custom carpet.

Any exposed, unfinished sides of the exhibit booth must be draped to present an attractive appearance. In the event the exhibitor is not present, Freeman, with approval of Show Management, will provide the necessary draping at the exhibitor's expense.

Registration and Badges

All exhibitor personnel, including all EAC and agency staff, that require access to the exhibit hall on show days must be registered exhibit staff of the Joint Congress. Company badges are not accepted.

Exhibitors who have not paid their exhibiting fees in full will not be able to pick-up registration badges on site until full payment has been received.

Unlimited exhibitor booth staff badges are provided at no charge. An exhibitor booth staff badge only allows admission to the exhibit hall including during setup & teardown dates/times.

One complimentary exhibitor/delegate badge is provided per 100 sq. ft. of exhibit space rented (maximum 15). An exhibitor/delegate badge allows admission to the exhibit hall and all non-ticketed educational sessions. Additional exhibitor/delegate badges can be purchased.

Exhibitor personnel interested in attending ticketed sessions must register as a paid exhibitor/delegate under the related industry category.

Guest passes for exhibitor personnel will not be issued.

Housing



Exhibitors will be able to book housing beginning Wednesday, November 13, 2024. Exhibitors are encouraged to take advantage of the discounted rates in the Joint Congress housing block by booking through this site.

Exhibit Rules and Regulations

ACCME Guidelines

No commercial promotional materials shall be displayed or distributed in the same room immediately before, during or after an educational activity certified for credit takes place.

Representatives of commercial companies may attend an educational activity, but they may not engage in sales activities while in the room where the educational activity takes place.

Americans with Disabilities Act

Each exhibitor is responsible for compliance with the Americans with Disabilities Act (ADA) within its booth space.

Application Review

Show Management will review all exhibit applications to determine whether they satisfy basic criteria such as: whether the products/services described specifically relate to the practice or advancement of allergy, asthma or immunology; whether the exhibit is of informational value to allergists/immunologists; whether the products/services, in the opinion of Show Management, are safe and effective. Even when an application meets the basic criteria above, Show Management reserves the right to deny any request to exhibit.

New exhibitors will be required to submit the following information:

- a photo of their exhibit booth from another event showing products/services
- a brochure/pamphlet with information on their organization and products/services available to our attendees

Exhibit Rules and Regulations, continued

- the goal from participation at the Joint Congress
- the organization's mission statement
- management team biographies
- a brief company history
- exhibitors must disclose details on any consumer or government litigation, orders, settlements, etc. over the last three years regarding the business practices of the company or the products and services to be exhibited. Companies with multiple complaints filed against them with state or federal consumer affairs regulatory agencies, the Better Business Bureau or Show Management may be required to provide an explanation of the resolution to those complaints.

Application Submission

To reserve exhibit space, complete the online application and contract. Booth applications will be accepted through February 7, 2025.

Attire

Attire of all exhibit personnel should be consistent with the professional atmosphere of the Joint Congress.

Audio/Visual Equipment

If closed sound systems cannot be arranged, open sound systems will be permitted. However, sound "leakage" must not interfere with other exhibitors. Show Management reserves the right to request the reduction in volume or cessation of use of any system that creates such interference. Audio/visual equipment order forms will be included in the Exhibitor Service Manual.

Balloons

Balloons are not permitted at the Joint Congress.

Booth Assignment

All requested exhibit booths received by October 16, 2024 will be drawn on an empty floor plan in priority point order. In the event that multiple companies have accrued an equal number of priority points, the exhibit application received first will be given preference. Show Management will attempt to meet the size and location needs of each company, but reserves the right to assign space that is most appropriate for the overall exhibition. Applications received after October 16 will be assigned booth space on a first come, first serve basis. Notification of booth assignments will be sent out in early December. Complimentary exhibitors will receive notification of their booth assignment following paying exhibitors.

If two or more companies want exhibit space adjacent to one another, each organization must indicate so on the exhibit application at the time of submission. Requests submitted prior to October 16 will be considered in the original exhibit hall floorplan assignment. Show Management will try to accommodate all such requests; however, unaffiliated exhibitors will not be moved to new booths to accommodate late requests. Show Management reserves the right to assign booth locations as is most appropriate for the overall exhibition.

Booth Promotional Activity

Booth promotional activities, such as presentations, demonstrations, live interviews, etc., are allowed provided that they meet the following criteria:

- exhibitors must have a 30' x 30' exhibit booth or larger so they may allocate a reasonable portion of their exhibit space for the crowds or lines that popular activities may attract;
- activities are only allowed within the confines of an Exhibitor's booth; they are not allowed in, around or outside of the convention center and/or hotels;
- activities may be no longer than 15 minutes;
- traditional meeting sets such as theater and/or schoolroom seating are not permitted, however, a minimal amount of seating is permitted for compliance with ADA regulations;
- activities may not occur during the dates/times of Product Theaters;
- all audio/visual equipment guidelines must be followed.

Activities which are not able to meet these criteria may be better suited as a Product Theater or Non-CME Educational Program. The date/times of all in-booth presentations must be submitted to Show Management at annualmeeting@aaaai.org for approval by Friday, February 14.

Product Theaters, Non-CME Educational Programs and in-booth presentations may be promoted within the exhibit booth or by purchasing a Hotel Room Door Drop.

For more information on Product Theaters, Non-CME Educational Programs or Hotel Room Door Drops, please contact Rachel McCormick, Sponsorship Manager, at rmccormick@aaaai.org.



Exhibit Rules and Regulations, continued

Booth Relocation

If it becomes necessary to relocate an exhibitor after a booth assignment has been made, Show Management will contact the company involved and every effort will be made to reassign the exhibitor to a similar booth space.

Booth Rental Fees

Inline booths	\$47/sq. ft.
Corner booths	\$50/sq. ft.
Island booths.....	\$53/sq. ft.
Larger island booths (30' x 30' or larger).....	\$58/sq. ft.

Cancellation/Downsizing

Cancellations or requests to downsize booth space must be sent to Show Management in writing. A refund less \$1,000 per 100 sq. ft. will be given if notice is received by January 6, 2025. No refunds will be given after January 6, 2025. Show Management can sell cancelled or downsized booth space to another exhibitor without any refund. Show Management retains the right to relocate an exhibitor after downsizing. If an exhibitor downsizes their exhibit booth, the net reduction will be treated as a cancellation and fees will apply accordingly.

Cancellation fees are remuneration for losses incurred by Show Management and are non-refundable and non-transferable. An exhibitor's cancellation of exhibit space may result in the release of any hotel room blocks and function space previously assigned to the exhibitor.

Show Management may cancel the Joint Congress for any reason, in its sole discretion. Should the in-person portion of the Joint Congress be canceled and Show Management is able to offer virtual exhibit booths, each exhibitor may, upon request, receive a partial refund of the exhibit fee paid to Show Management according to their exhibit booth size; Show Management will retain \$10,000 for booths 30'x30' or larger; \$4,000 for booths 20'x20' or 20'x30'; \$1,500 for all other booth sizes; refunds of the difference paid can be provided upon written request. If the exhibitor does not want a virtual exhibit booth, they can receive a full refund of their exhibit booth fee if requested by February 24, 2025. If Show Management is not able to hold the Joint Congress in-person and not able to offer virtual exhibit booths, then each exhibitor will receive a full refund.

Should an exhibitor no longer be able to participate in person, or Show Management is not able to hold the event, each exhibitor is solely responsible for canceling all hotel reservations and travel arrangements. In addition, the exhibitor is responsible for contacting the San Diego Convention Center and any vendors with whom they contracted services, including Freeman, to cancel all services and make any further arrangements as necessary (such as the return shipment of materials/ exhibit booth). The exhibitor is responsible for all such fees related to their cancellation.

Continuing Medical Education (CME) Activities

All activities offering CME credit occurring at or in conjunction with the Joint Congress must be provided directly or jointly by Show Management and planned and executed in accordance with the ACCME's guidelines for accredited CME activities, including the Standards for Commercial Support. Therefore:

- Exhibitors defined as commercial interests by the ACCME are prohibited from offering or distributing CME activities or access to CME activities.
- Exhibitors not defined as commercial interests by the ACCME may offer or distribute CME activities or access to CME activities, provided those activities are listed on the exhibit application and approved by Show Management.

Deposits and Payments

A minimum deposit of 50% of the booth rental fee is due with the completed application. Exhibitors who request an invoice at the time of application will receive an email immediately after submitting their application with an invoice attached. A deposit must be received by October 16, 2024, in order to be included in priority booth assignment.

Full payment is due by January 6, 2025. If full payment is not received by this date, the remaining balance is subject to a 10% late fee, space may be released back into the general inventory and the exhibiting company may be prohibited from registering staff and making housing reservations. Applications received after January 6, 2025 require full payment of the booth rental fee at the time of submission. Space assignment will not be made without the appropriate deposit/payment. Exhibitors will be required to contact Show Management to make subsequent payments on the balance due. Show Management does not automatically charge subsequent payments for booth space.

Booths will not be allowed to exhibit if the full payment has not been received by Show Management prior to move-in.

Disclosure

It is the policy of Show Management that any exhibitor whose booth space, exhibit display or exhibit materials are provided through an educational grant from another organization prominently disclose that information to all delegates visiting or viewing that booth.

Distribution of Advertising Material

Canvassing or distributing advertising material by an exhibitor or anyone representing a non-exhibiting firm is strictly prohibited outside of the exhibitor's booth space or in any part of the exhibit hall, meeting rooms, press rooms or public areas of the convention center or headquarter hotel.

Use of the AAAAI, WAO and/or AAAAI / WAO Joint Congress logos for promotion is strictly prohibited, including social media. Any promotional materials which mention the event may list the event name of 2025 AAAAI / WAO Joint Congress, but may not indicate that AAAAI or WAO endorse or sanction the activity.

Exhibit Rules and Regulations, continued

Drawings/Prizes/Raffles, Etc.

Prize contests, awards, drawings, raffles or lotteries of any kind held at any time or place within the Joint Congress properties are not permitted. Attendees may not be registered for drawings, raffles or lotteries, which might be conducted after the Joint Congress. Gaming devices of any kind are not allowed in the exhibit hall.

Drones

Drones are not permitted.

Educational/Non-Profit Organizations

Organizations may apply for complimentary exhibit space if they meet the following criteria: they are a non-profit organization as defined by maintaining 501(c) tax status; are national in scope; their overall mission is educational in nature; and their mission would appeal to the AAAAI / WAO membership and further the AAAAI / WAO strategic goals. Applications for complimentary space must include a copy of the IRS letter of determination verifying their 501(c) tax status and should include any documentation that demonstrates compliance with the criteria listed above. Even when an application meets the basic criteria above, Show Management reserves the right to deny any request for complimentary exhibit space. Email Show Management at annualmeeting@aaaai.org for complete instructions on submitting an application for complimentary exhibit space.

Electrical Regulations

All equipment must comply with federal, state, local and facility electrical codes. All exhibitor equipment must be UL-approved. Exhibitors should contact Freeman with any special requirements.

Emergency Preparedness

Exhibitors are responsible for reviewing and being compliant with the Joint Congress Emergency Preparedness Plan, as well as sharing it with all staff who will be on site in San Diego, CA. The plan will be available 10 days prior to the Meeting.

Exhibit Directory

Information submitted on the exhibit application, including organization name, address, city, state, zip code, phone number, website, product/service listing and product/service description will be included in the Exhibit Directory and mobile app. Company name and booth number will be listed in the Final Program. Any changes to information must be submitted by Monday, January 6, 2025 at 5:00 pm CST.

Exhibit No-Shows

A company that reserves booth space and fails to inform Show Management in writing of its plans not to attend automatically forfeits 100% of the total cost of the exhibit space assigned; may not be invited to participate in future AAAAI / WAO exhibitions; and forfeits all priority points earned over the past five years. Exhibiting companies will be considered a no-show if the booth space is unoccupied at 8:00 pm on Thursday, February 27, 2025.

Exhibitor Staff and Personnel

Exhibitors must staff their exhibit booth during the scheduled hours of the exhibit hall.

No exhibitors, including vendors/contractors, may solicit attendees or other exhibitors from outside of their booth or elsewhere at the Joint Congress. Exhibit personnel may not enter another exhibitor's booth space without obtaining permission. At no time, may anyone enter an unstaffed booth of another exhibitor.

Facility Regulations

Exhibitors are responsible to abide by all facility policies, procedures, rules, regulations and guidelines, including, but not limited, to those listed below:

- Animals are not permitted, with the exception of service animals or animals approved in writing by Show Management and the facility.
- Cell phones may not be used while operating equipment or heavy machinery.
- Children under 18 years old are only permitted in the exhibit hall on show days during open show hours and must be accompanied by an adult.
- Lasers and x-ray equipment will require written permission from the facility.
- Each exhibitor is responsible for handling and disposal of any and all medical and biohazardous waste. Pre-approval by Show Management is required.
- Exhibitors may not nail, staple, tack or otherwise affix anything to the ceiling, walls, painted surfaces, fire sprinklers, columns or windows.
- Exhibitors may hand carry items to their booth or may use an approved cart. Cart use is allowed if the total weight is under 200 pounds and the wheels on the cart are no larger than 4" in diameter. Please review this [guide](#) to ensure your cart complies with the facility requirements.
- All exhibit, display, construction, decorative material and drape must be flame retardant. Please have the material's fire resistive documentation available for immediate presentation to the Fire Marshal upon request from move-in to move-out.
- All vehicles must be approved by both the facility and Show Management. All facility requirements regarding move-in, move-out and placement of vehicle during the event must be followed. Any charges associated with vehicle display are the responsibility of the exhibitor.
- San Diego has banned all styrofoam including foam core signage. Foam core signage made prior to 2020 that is reused annually is permitted; however, foam core may not be used for signage that will be disposed after an event.
- The use of welding equipment, open flames, decorative candles or smoke emitting devices or material is prohibited.
- In addition to Show Management's Food/Beverage Policy, outside food and beverage is prohibited including water bottles and candy.

Exhibit Rules and Regulations, continued

- All booth cleaning must be requested from the San Diego Convention Center's exclusive cleaning service through the form provided in the Exhibitor Service Manual. Porter Service is required for all booths offering catering. Exhibitor Appointed Contractors (EAC's) and booth personnel may not provide any cleaning service to a booth including vacuuming.
- The Convention Center does not allow any hard construction activities to be executed on the exhibit floor or within the building, such as, but not limited to, material sawing, painting, welding, soldering, etc. without prior written approval.
- Closed toe shoes must be worn at all times in the exhibit halls and docks. No access will be granted to the exhibit halls or docks if the shoe policy is not followed. No open-toed footwear, sandals or flip flops allowed.

A complete list of facility requirements can be found on the San Diego Convention Center's website at <https://www.visitsandiego.com/exhibitors/regulations>.

The San Diego Convention Center reserves the right to alter and/or amend these policies and procedures at any time and shall have the sole authority to make decisions concerning any issues not addressed therein.

FDA Regulations

Exhibitors must abide by all applicable Food and Drug Administration (FDA) regulations, including but not limited to any and/or all approval requirements. Exhibitors are reminded that the FDA generally prohibits the advertising or other promotion of investigational or unapproved drugs and devices. The FDA also forbids the commercial promotion of approved drugs or devices for unapproved uses. Unapproved devices may be displayed only if they are the subject of an effective investigational device exemption (IDE) or if they are the subject of a pending 510(k) pre-market notification application. Any investigational product that is displayed or graphically depicted within the exhibit must (a) contain no claims of safety or effectiveness, (b) contain no comparative claims to other marketed products and (c) be accompanied by a sign clearly and prominently stating that the device is limited by federal law to investigational use and is not approved by the FDA for commercial distribution in the United States.

Exhibitors may not sell, commercialize or take orders or names with respect to an investigational drug or device or a device that is the subject of a pending 510(k) application, unless limited to research or investigational use. These restrictions are not intended to limit the full exchange of scientific information regarding an investigational drug or device. If the FDA or a court of competent jurisdiction determines that a company's exhibit at the Joint Congress is in violation of any FDA regulations, including but not limited to the promotional restrictions and rules described above, the company must immediately cease exhibiting any offending products and may be subject to sanctions, including but not limited to exclusion from exhibiting at subsequent AAAAI / WAO exhibitions.



Concerns or questions regarding compliance with FDA regulations should be addressed to the FDA as follows:

FDA
CDER Division of Drug Information
10001 New Hampshire Avenue
Hillandale Building, 4th Floor
Silver Spring, MD 20993
Phone: (855) 543-3784 / (301) 796-3400
Email: druginfo@fda.hhs.gov

FDA Office of Compliance Center for Devices and Radiological Health
HFZ-300 2094
Gaither Road
Rockville, MD 20850
Phone: (301) 594-4692
www.fda.gov

Fire and Safety Regulations

Exhibitors must comply with all federal, state and local fire and building codes that apply to the facility.

Floor Load Restrictions

The exhibit floor load limit is 350 lbs/sq. ft.

Food and Beverage

Exhibitors may distribute food and beverage items from their booth space if ordered through the catering department at the convention center and approved by Show Management. Outside food and beverage vendors are prohibited including bottled water and candy. A catering order form will be included in the Exhibitor Service Manual. Nuts and alcoholic beverages are prohibited.

Exhibit Rules and Regulations, continued

Function Space Requests

Show Management may be willing to approve and release meeting space for use by exhibiting companies, universities and/or non-profit organizations that have members, personnel or other affiliated individuals attending the Joint Congress. Appropriate functions may include: advisory board meetings, committee meetings, focus groups, staff meetings or social events. Private social events proposed in conflict with any official Joint Congress session or activity will not be allowed. Function space request forms must be submitted by February 14, 2025.

To reserve function space at the Joint Congress, groups must first fill out a function space request form to be approved by Show Management. Following approval, groups will receive further instructions via email.

Any requests for function space from an exhibitor who subsequently cancels their exhibit booth will be forfeited.

Exhibitors defined as commercial interests by the ACCME can host private social events. Companies interested in hosting an invite-only event, for a limited number of Joint Congress delegates, should complete the function space request form. Companies interested in hosting a social event that is open to all Joint Congress delegates should contact Show Management for more information on the sponsorship fees associated with those types of events. Exhibitors not defined as commercial interests by the ACCME may host private social events, either invite only or open to all Joint Congress delegates, by completing the function space request form.

Events held off-site (not at the headquarter hotel or the convention center) without Show Management's approval are considered unapproved and as such, the sponsoring company/exhibitor may be denied exhibit booth space at future AAAAI / WAO events and forfeit priority points.

By approving your function space application, AAAAI / WAO does not endorse or sanction your function and no such relationship should be inferred by you or implied to the participants.

Giveaways

Giveaways and product samples approved by Show Management may be distributed from your exhibit booth. Requests for items other than product samples or educational materials must be submitted on a giveaway request form to annualmeeting@aaaai.org with a sample by February 14, 2025. Samples will not be returned. Written notification will be sent upon Show Management approval of the items. In accordance with AMA ethical guidelines, giveaways must be available to all delegates, be of minimal value, provide a benefit to patients or be used during the conference or in the professional activities of the delegate.

Health and Safety Protocols

Your health and safety are a top priority to the AAAAI and WAO. If you are sick or feel you are getting sick, we ask that you please stay home or in your hotel room. Attendees are not required to wear masks; however, the Joint Congress is a mask-friendly event and we encourage anyone who wishes to wear a mask to do so.

Health and Safety Protocols are subject to change at any time and will be updated on [the AAAAI / WAO Joint Congress website](#) as well as communicated as quickly as possible with registered attendees.

Insurance

The Exhibitor acknowledges and agrees that the American Academy of Allergy, Asthma & Immunology, the World Allergy Organization, the San Diego Convention Center and Freeman do not maintain insurance covering the Exhibitor's property. The Exhibitor agrees that it is solely their responsibility to obtain general liability insurance, auto liability, business interruption, property damage and workers compensation covering any potential losses by the Exhibitor.

Labor Regulations

Exhibitors are required to conform to all local labor regulations. Labor can be ordered through Freeman. More information will be included in the Exhibitor Service Manual.

Lead Retrieval

Make gathering and managing your leads more productive with lead retrieval. More information will be included in the Exhibitor Service Manual.

Mailing List

Exhibitors can get a head start by purchasing the pre-registration mailing list and sending product information or invitations in advance to Joint Congress registrants. As delegates continue to register up until and including on site, a later request date for a mailing list will result in more names included. Mailing list request forms must be submitted no later than February 14, 2025. Phone numbers and email addresses will not be included in the provided information. Please note that Show Management cannot be responsible for bad addresses.

Market Research

Companies that perform market research will only be assigned exhibit booth space if research is being conducted for an approved Joint Congress exhibitor and if space is available. All surveys are required to be conducted within the confines of the booth space. A list of exhibitors for which market research is being conducted must be submitted in writing to Show Management prior to applying for booth space.

Exhibit Rules and Regulations, continued

Marketing Free Zones

Show Management has created a marketing free zone around the immediate vicinity of the convention center and the headquarter hotel. Exhibitors are prohibited from all street marketing activities in this area which include: segways, street teams, decals or literature distribution. Show Management also restricts exhibitors from conducting these marketing activities on the property of official hotels.

Distribution of promotional materials is prohibited unless approved and coordinated through Show Management. To inquire about availability and pricing of inclusion in door drop bags to all attendees in official Joint Congress hotels, please contact Rachel McCormick, Sponsorship Manager, at rmccormick@aaaai.org.

A map of the marketing free zone may be found in the Exhibitor Service Manual.

Music Licensing

Each exhibitor using music in conjunction with its exhibit is responsible for maintaining compliance with the appropriate music licensing organizations.

Penalties

As a condition for exhibiting, each exhibitor agrees to observe all rules and regulations.

If an exhibit is found in violation of any rule/regulation, Show Management will bring this to the attention of the onsite exhibit contact. If the violation is not or cannot be resolved in a timely manner, the exhibit may be closed until the infraction has been resolved. Show Management is not responsible for any costs associated with the resolution or for lost exhibit/sales time.

The below are examples of penalties which may be enforced by Show Management depending upon the severity of the violation(s); however, Show Management reserved the right to impose additional penalties up to and including removal of the exhibit booth and refund forfeit.

First violation: The exhibitor will not accrue priority points for its participation for the year.

Second violation: The exhibitor will lose half of its accrued priority points.

Third violation: The exhibitor will not be eligible to exhibit at future AAAAI / WAO events.

Photography/Videotaping

The order form for the designated official photographer of the Joint Congress will be included in the Exhibitor Service Manual. Except for services ordered through the official photographer, all outside vendors hired by exhibitors to videotape or photograph their exhibit booth, activities, personnel, etc. must submit a written request to Show Management no later than February 14, 2025. These vendors will only be allowed into the hall during show hours. All other videotaping and photographing within the exhibit hall is prohibited. Show Management may take photographs at any time of exhibit booths, signage, structures,

programs or sponsorship opportunities. Exhibitor hereby grants to AAAAI / WAO, a release and license for any such photographs to be used for AAAAI / WAO's business purposes.

Press

Exhibitors who wish to issue press releases or media alerts related to abstracts being presented as part of the Joint Congress must abide by the Show Management's press release and embargo media policy, which can be read in full at annualmeeting.aaaai.org/faculty/abstract-press-release-and-embargo-policy. Most importantly, any press releases, media alerts or related materials describing the abstract results and findings must be embargoed until February 10, 2025, which is the date the abstracts will be published in an online supplement to *The Journal of Allergy and Clinical Immunology (JACI)*. As of that date, abstract findings and results can freely be promoted, and any press releases, media alerts or related materials describing the abstracts findings and results can be issued.

Any press releases, media alerts or related materials do not need to be reviewed by Show Management, but please be aware that they must not indicate AAAAI / WAO's endorsement or use the AAAAI or WAO logos. If you have any questions about the Joint Congress abstract press release and embargo policy, please email Candace Archie at Carchie@aaaai.org.

If an exhibitor fails to comply with these regulations, Show Management reserves the right to remove the exhibitor from the exhibit hall, or deny participation in future AAAAI / WAO exhibitions. Exhibitors will not be granted access to the Press Room or the Press Conference Room at the Joint Congress. Exhibitors cannot post press releases in the press room. Non-AAAAI / WAO news briefings or other media events are prohibited in meeting areas, including hotels, during the Joint Congress.

Priority Points

Priority booth assignment is based on the total number of priority points accrued. Companies receive two points for every 100 sq. ft. of space rented in 2020 (for 2020, booth space reserved as of 02/21/20 will determine points) and 2022-2024. Companies receive points for their 2021 exhibit booth according to virtual booth size (Premium booths earn ten points, Deluxe booths earn three points, and Standard booths earn one point). In addition, companies earn 10 bonus points for exhibiting at all of the last five Annual Meetings regardless of the amount of space rented each year. Furthermore, companies earn one point for every \$10,000 in sponsorships paid to the AAAAI and for every \$10,000 in charitable grants or donations made to the AAAAI Foundation between August 1, 2023 and July 31, 2024. Exhibit applications must be received by October 16, 2024, in order to be considered for priority booth assignment. Non-profit companies receiving complimentary booth space do not accrue priority points.

Product/Service Descriptions

Product or service descriptions are a required part of the application process. This description will appear with the company name, city and state in the Exhibit Directory and the mobile app. All descriptions should be in sentence form, typed and no longer than 50 words. Descriptions

Exhibit Rules and Regulations, continued

longer than this will be edited for length. Descriptions for the Final Program will be accepted until January 6, 2025 at 5:00 pm CST.

Restriction of Exhibits

Show Management reserves the right to restrict or prohibit exhibits that are deemed unacceptable for any reason. This may include people, items, conduct, printed materials or anything that may be objectionable to the exhibition. If such restriction occurs, Show Management will not be liable for any refunds, rentals or exhibit expenses. The decision of the Show Management regarding exhibit applications is final.

Safe Environment Policy

AAAAI / WAO are committed to providing a safe, productive and welcoming environment for all meeting participants and staff. All participants, including, but not limited to, attendees, faculty, volunteers, exhibitors, staff, service providers and others are expected to abide by this Safe Environment Policy. This policy applies to all Joint Congress-related events, both in person and virtual, including those sponsored by organizations other than AAAAI and WAO but held in conjunction with AAAAI / WAO events, in public or private facilities or platforms. A complete copy of the 2025 Joint Congress Safe Environment Policy, the terms of which are incorporated herein, can be found [here](#).

Security

Show Management will provide 24-hour security in the exhibit hall. Neither the security company, AAAAI, WAO, Freeman, nor the San Diego Convention Center are responsible for any loss or damage to exhibitor property.

Selling of Products and Services

Sales and order taking are permitted in the exhibit hall provided all transactions are conducted within the professional nature of the meeting and applicable sales tax is collected. Show Management reserves the right to restrict sales activities that it deems inappropriate or unprofessional. Exhibitors are only allowed to demonstrate and sell products/services as listed on the exhibit application; additional products will require Show Management approval prior to being demonstrated or sold.

It is the responsibility of the exhibitor to have all licenses, permits and/or registrations required by the venue, city or municipality and/or state. The exhibitor is solely responsible for compliance with all applicable tax laws.

Exhibitors may be required to have a Seller's Permit and Business Tax Certificate. If you have any questions, please contact the City Treasurer, Elizabeth Correia, at (619) 236-6112 to ensure you are in compliance with all requirements. More information on the Seller's Permit and the Business Tax Certificate is available at <https://www.cdtfa.ca.gov/taxes-and-fees/faqseller.htm> and <https://www.sandiego.gov/treasurer/taxesfees/btax/btaxfaq> respectively. Exhibitors may apply for a Seller's

Permit at <https://onlineservices.cdtfa.ca.gov/#1> and a Business Tax Certificate at <https://www.sandiego.gov/treasurer/taxesfees/btax/btaxhow>.

Show Management makes no guarantee as to the volume of traffic in the exhibit hall or to any/all exhibit booths. Refunds will not be provided if the volume of sales or traffic to any/all exhibit booths is not as expected.

Shipping

Shipping information and labels will be provided in the Exhibitor Service Manual. If any packages are sent directly to the San Diego Convention Center, exhibitors will be responsible for paying the mandatory material handling/storage fees of the San Diego Convention Center's business center with a minimum charge of \$500.

Smoking

Smoking is prohibited.

Subletting Space

Subletting of exhibit space is prohibited. Sharing of exhibit space is not permitted unless it is within divisions of the same company and approved in writing by Show Management by February 14, 2025.



Advertising Opportunities

Advertise with Impact

The special Joint Congress edition of *Impact*, the AAAAI's quarterly digital membership magazine, is delegates' trusted resource for the latest Joint Congress news and updates. This digital magazine will be emailed to all AAAAI members prior to the Joint Congress. Multiple placements are available.

Contact our Communications Team at (414) 272-6071 or media@aaaai.org for more information and to request a rate card.

Show Management reserves the right to interpret and make final decisions regarding all rules and regulations, including establishing any new rules or regulations not currently included in this prospectus, to assure the success of the meeting. Show management's decision shall be final in all cases.



2024 AAAAI Annual Meeting Exhibitors

AbbVie	coVita	National Allergy Bureau
AbbVie BSG/Medical	CSL Behring	National Eczema Association
ABISA	CVS Specialty	ndd Medical Technologies
Access Telehealth	DBV Technologies	NeilMed
Accessia Health	DrCatalyst	Nestlé Health Science
Accredo	DrTalks	Nexkin Medical
Adherium North America, Inc.	Earned Wealth	NIOX Inc
ADMA Biologics	eClinical Works	Novartis
Advocacy & Awareness for Immune Disorders Association (AAIDA)	Elsevier	Novartis Pharmaceuticals Corporation
Ajinomoto Cambrooke	Eurofins Viracor	Nufactor
ALK-Abelló, Inc.	European Academy of Allergy and Clinical Immunology	Nutricia North America
Allergists for Israel	Evme Inc.	Octapharma USA
Allergy and Asthma Network	Food Allergy & Anaphylaxis Connection Team (FAACT)	Optum Infusion Pharmacy
Allergy & ENT Associates	Food Allergy Research and Education	Patient Advocate Foundation
Allergy and Asthma Proceedings	GC Biopharma USA, Inc.	Pfizer
Allergy Partners	Genentech	Pharming Healthcare Inc.
AllergyEHR A Division of Meditab Software Inc.	GlaxoSmithKline	PulmOne USA
Allersafe, LLC	Grifols USA, LLC.	Rabbit Air
AllerVie Health	Hari Hats	Reacta Healthcare
ALPCO	Hikma Specialty USA Inc	Reckitt/Mead Johnson Nutrition
Altus Biologics	HollisterStier Allergy	Regeneron and Sanofi
Aluna	Immune Deficiency Foundation	Respiray
American Board of Allergy and Immunology	InBio	Retractable Technologies
American Partnership for Eosinophilic Disorders	Incyte Corp.	RxLightning
Amerita	Infinity Bio Inc	Sanofi Immunology Pipeline
Amgen	Intellia Therapeutics	Securing Safe Food
Aquestive Therapeutics, Inc.	International FPIES Association (I-FPIES)	SENTA Partners
ARS Pharmaceuticals, Inc.	Ionis Pharmaceuticals	Siemens Healthineers
Aspire Allergy & Sinus	IQVIA on behalf of AstraZeneca	SmartPractice
Asthma and Allergy Foundation of America	Jasper Therapeutics	Stallergenes Greer
AstraZeneca	KabaFusion	Stallergenes Greer Medical booth
Astria Therapeutics	kaléo	Sumitomo Pharma America
Axiva Health Solutions Inc	KalVista Pharmaceuticals	Sunoh.Ai
BioCryst Pharmaceuticals, Inc.	Kenvue	Takeda Pharmaceuticals
Blueprint Medicines	Lincoln Diagnostics, Inc.	TerSera Therapeutics LLC
BREVIUM	Med Learning Group	The Mast Cell Disease Society
Bristol Myers Squibb	Medi Lazer	The Permanente Medical Group, Inc.
British Society for Allergy & Clinical Immunology (BSACI)	MedicoCX	Thermo Fisher Scientific
Buzzy® Needle Pain Solutions	Methapharm	Thorasys Thoracic Medical Systems Inc.
Catawba Research	MGC Diagnostics	Tick-Borne Conditions United (TBC United)
Celldex Therapeutics	Micro Direct, Inc.	Tungsten Medical Network
Chemotechnique Diagnostics / Dormer Laboratories	Mission: Allergy, Inc.	Virant Diagnostics
Chiesi USA Inc.	Modernizing Medicine	WikiAllergies LLC
Clixtherapy	ModuleMD	World Allergy Organization (WAO)
Cogent Biosciences	Morgan Scientific, Inc.	X4 Pharmaceuticals
	MotherToBaby Pregnancy Studies	Xoran Technologies
	NasoNeb	YILMAZ MEDIKAL
		ZERO GRAVITY



Dates to Remember

October 16, 2024

Application deadline for priority booth assignment
Right of first refusal deadline for sponsorships

October 30, 2024

Function space requests open

November 13, 2024

Exhibitor registration and housing open

December 4, 2024

Booth assignments emailed
Exhibitor Service Manual available online

January 6, 2025

Balance of exhibit booth fees due
Last day to obtain partial refund of cancelled exhibit space
Print deadline for exhibit descriptions in the Exhibit Directory
Print deadline for private social functions in the Final Program

January 10, 2025

Exhibit floorplans and elevation drawings due
Exhibitor Appointed Contractor (EAC) forms due
EAC insurance forms due
Exhibitor housing deadline

January 17, 2025

Exhibitor housing cancellation deadline

February 7, 2025

Deadline for exhibit booth applications

February 14, 2025

Deadline for giveaway requests
Deadline for mailing list requests
Deadline for function space requests
Deadline for photography/videography requests

February 19, 2025

Exhibitor badge registration deadline



American Academy of Allergy, Asthma & Immunology (AAAAI)
Attn: Meetings Team
555 East Wells Street, Suite 1100
Milwaukee, WI 53202-3823
Phone: (414) 272-6071
Fax: (414) 272-6070
Email: annualmeeting@aaaai.org