

# SPONSORING FILE



## Organised by

Cervical Spine Research Society – European Section  
[www.csrs-es.org](http://www.csrs-es.org)

## Local organisation :

Institut de la Colonne Vertébrale  
CHU Pellegrin – 7<sup>ème</sup> étage  
Place Amélie Raba Léon  
33076 BORDEAUX  
T : 05 56 93 86 67 / 06 77 12 19 01  
[icv33@free.fr](mailto:icv33@free.fr)  
F : 05 56 79 60 43

Officer in charge : Pr Vincent POINTILLART  
Organisation manager : Mme Bérangère MANES

[www.csrs-bordeaux2013.com](http://www.csrs-bordeaux2013.com)





Bordeaux, May 10<sup>th</sup> 2012,

Dear sponsors,

We are delighted that you are participating in the next European Section – CSRS congress which will be held on the 30<sup>th</sup> and 31<sup>st</sup> of May 2013.

Following Eucomed recommendations, we feel there's a need to simplify the booths, not only to lower costs for the companies, but also to allow more people to participate in the congress.

We already met many of you in preparation for this event, and all agreed with this option. Therefore we would like to standardise the dimensions of the booths as follows:

- 4 sizes: 6, 9, 12 or 16m<sup>2</sup>
- maximum height: 2m50

In addition, we advise using the ISO Frame Wave display stand. If necessary, we can highly recommend a local company called Solutions Tech Prod, that supplies these booths with everything included (DTP).

Of course each booth will be provided with electricity. As you may have noticed, we chose to have low exhibition rates.

Sponsor graduation to Silver, Gold or Platinum, will be determined by the amount options taken by each company.

Please find attached the sponsoring file with all the details.

We remain at your disposal for any further information and look forward to your reply.

Yours sincerely,

Pr Vincent POINTILLART  
*Officer in charge*

Mrs Bérangère MANES  
*Organisation manager*

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# I – Subscriptions

## STAND SUBSCRIPTION :



### SPONSOR REGISTRATION

#### 29TH ANNUAL MEETING EUROPEAN SECTION CSRS

May 30th & 31st, 2013



SPONSOR'S NAME			
CONTACT			
ADDRESS			
ZIP CODE		CITY	
TEL		EMAIL	

OPTIONS		Specify your choice(s)
Exhibition space (2) 16m2	9600	
Exhibition space (4) 12m2	7200	
Exhibition space (4) 9m2	5400	
Exhibition space (4) 6m2	3600	
Briefcases with your logo	5000	
Company sponsored symposium (8)	2500	
Abstract ad back cover	4000	
Abstract ad inside front	3000	
Abstract ad inside back	2000	
Abstract ad central full page (2)	1500	
Abstract ad inside full page (4)	1000	
Lanyards (300) with your logo	0	
Pens (300) with your logo	0	

(14 sponsors only, please choose your exhibition space)

#### Exhibition spaces :

- Surface area : 6, 9, 12 or 16m2, maximum height : 2m50
- 14 booths only, recommandation : Iso Frame Wave display stand

#### Company sponsored symposium (each) :

- we supply 1 room, 75 chairs, 3 tables, sound, overhead projector, screen and 2 microphones
- you supply the buffet lunch for 75 people with one of the caterers stipulated by the congress center

All other details in the sponsoring file

#### PAYMENT

- By cheque to : ICV - CSRS  
 By bank transfer

Bank's name : BNP Bordeaux Pellegrin  
RIB : 30004 00343 00010071275 76  
IBAN : FR76 3000 4003 4300 0100 7127 576  
BIC : BNPAFRPPBOR

We ask you to kindly complete this registration form and send it to us with a 50% deposit of the total amount.

The balance outstanding must be paid before April 30th, 2013.

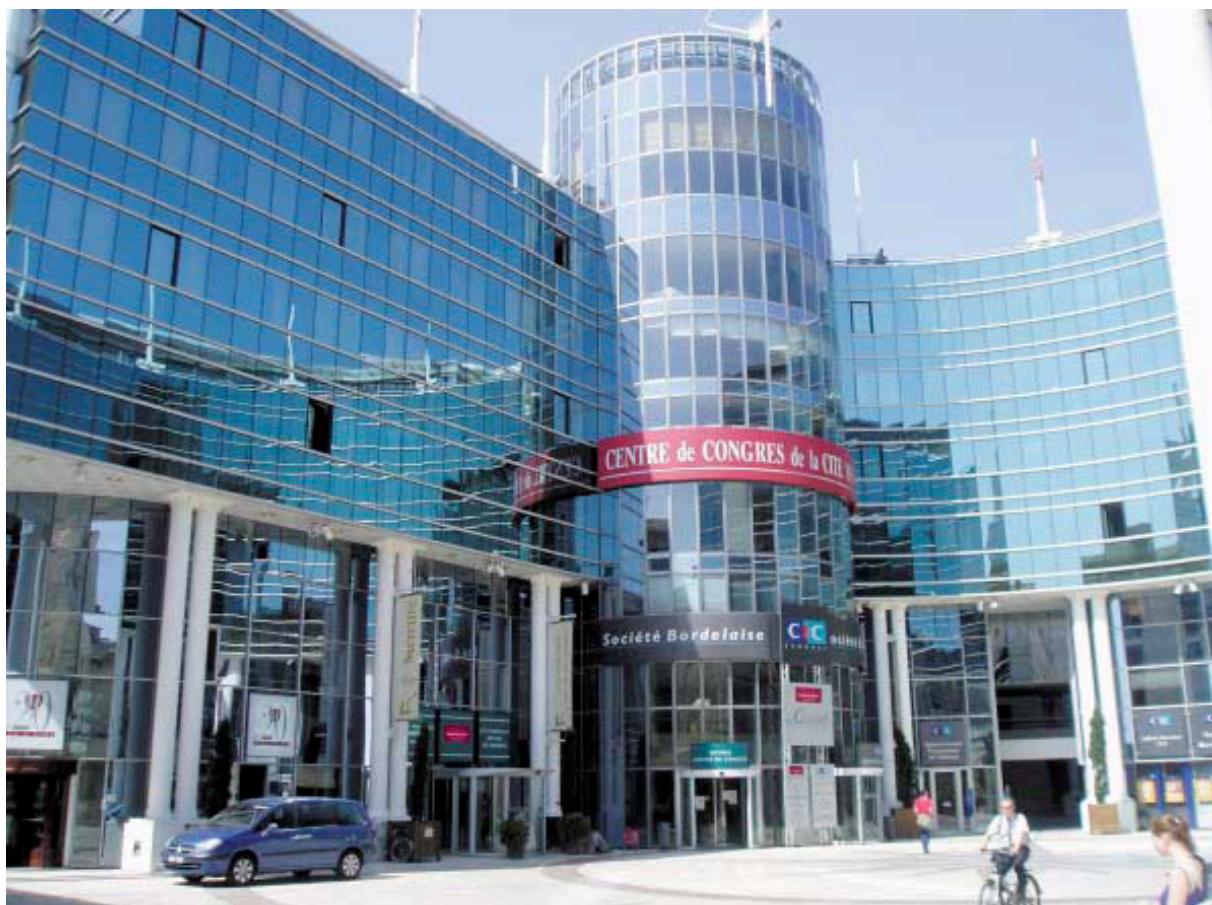
The exhibitor must pay at least 50% of the stand total amount at his registration. The balance outstanding must be paid 30 days before the congress. In case of withdrawal, no matter the reason, the 50% deposit will be considered as due. In case of non-payment of the total amount before the deadline, we will cancel your exhibition space without any refund. In case of a cancellation notified less than 30 days before congress, full payment will be demanded from the exhibitor.

Signature and company stamp  
Signed and agreed

## **II – General information:**

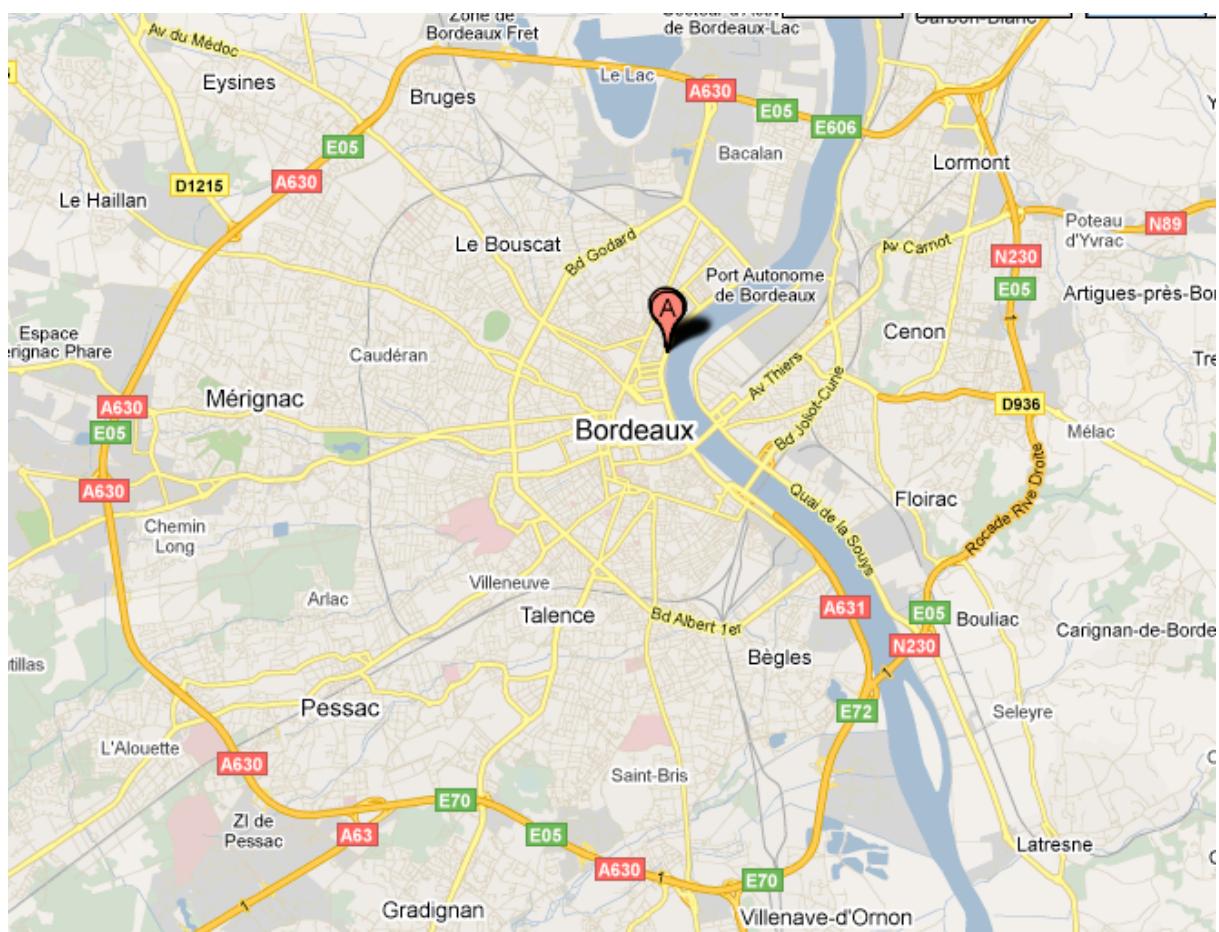
### **CITE MONDIALE – CONGRESS CENTRE**

In the heart of Bordeaux, the ‘Cité Mondiale’, World City Congress Centre ([www.citemondiale.com](http://www.citemondiale.com)) will be hosting our event. The participants will also be provided accommodation in its Mercure Hotel, and our congress will take place there both days.



## **ACCESS : CITE MONDIALE : 18, parvis des Chartrons**

- From Paris: Exit 4C, direction Bordeaux centre then go along the quayside towards the Saint Jean train station (indicated 'Gare Saint Jean'). The hotel is situated between Hangar 14 and the 'Quinconces' esplanade on the right. The nearest car park is indicated 'parking Cité Mondiale'.
- From Toulouse or Spain: Exit 21, direction Bordeaux centre then go along the quayside. The hotel is situated 300 metres after the 'Quinconces' esplanade on the left. The nearest car park is indicated 'parking Cité Mondiale'.



### **AVERAGE TAXI COSTS:**

#### **From the airport to Cité Mondiale:**

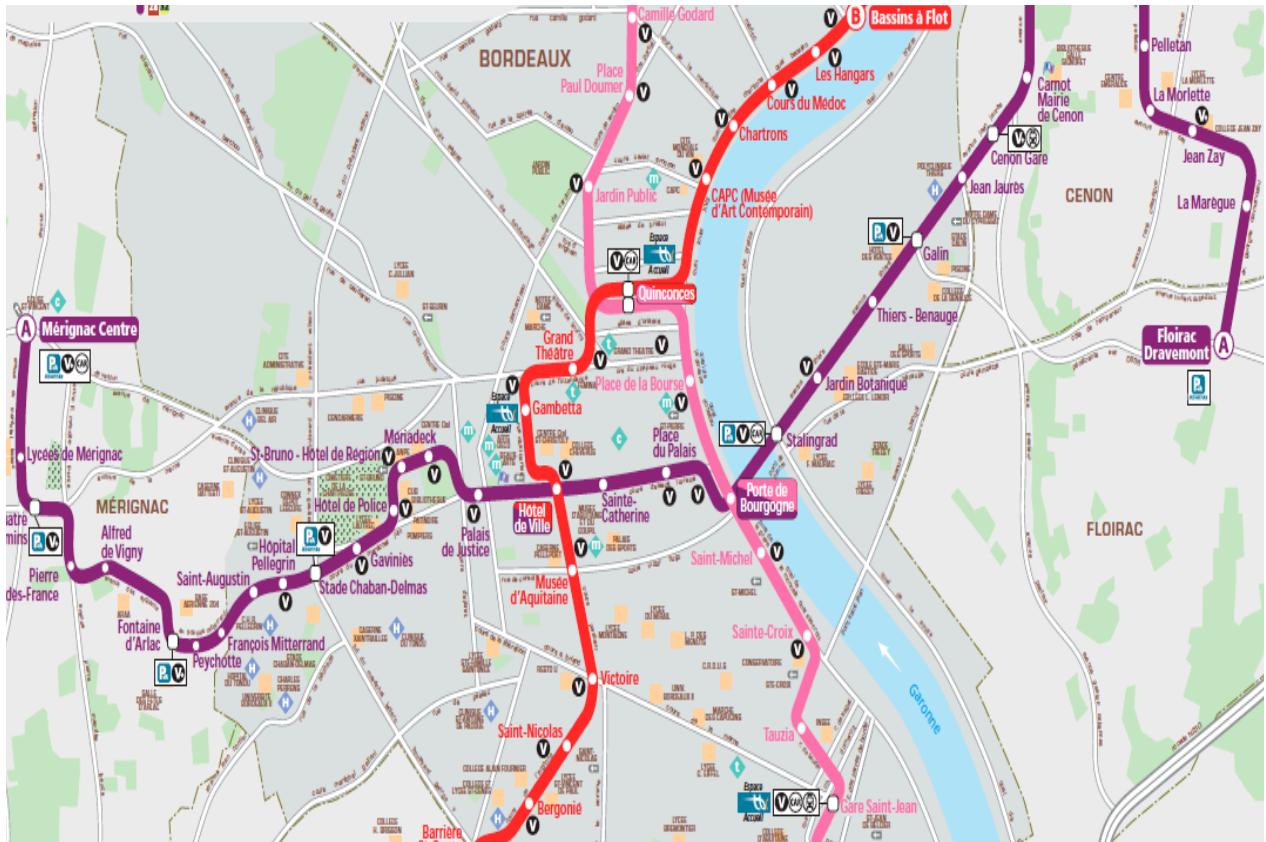
Expect to pay from 40 to 50 euros

#### **From the train station to Cité Mondiale:**

Expect to pay from 25 to 35 euros

## TRAVELLING ON THE TRAMWAY:

- Cité Mondiale Congress Centre: Tram B - Arrêt CAPC Musée d'Art Contemporain (Tram B, Tram stop CAPC Museum of Contemporary Art)



## From the airport to Cité Mondiale:

Taking the bus:  
'Liane 1': from the airport to bus stop 'Lycées de Mérignac'

Get off and take the tram:

Tram **A**: from 'Lycées de Mérignac' to tram stop 'Hôtel de ville'

Get off and change trams

Tram **B**: from 'Hôtel de ville' to tram stop 'CAPC Musée d'Art Contemporain'

## From the train station to Cité Mondiale:

Taking the tram:

TRAM **C**: from 'Gare St Jean' to tram stop 'Quinconces'

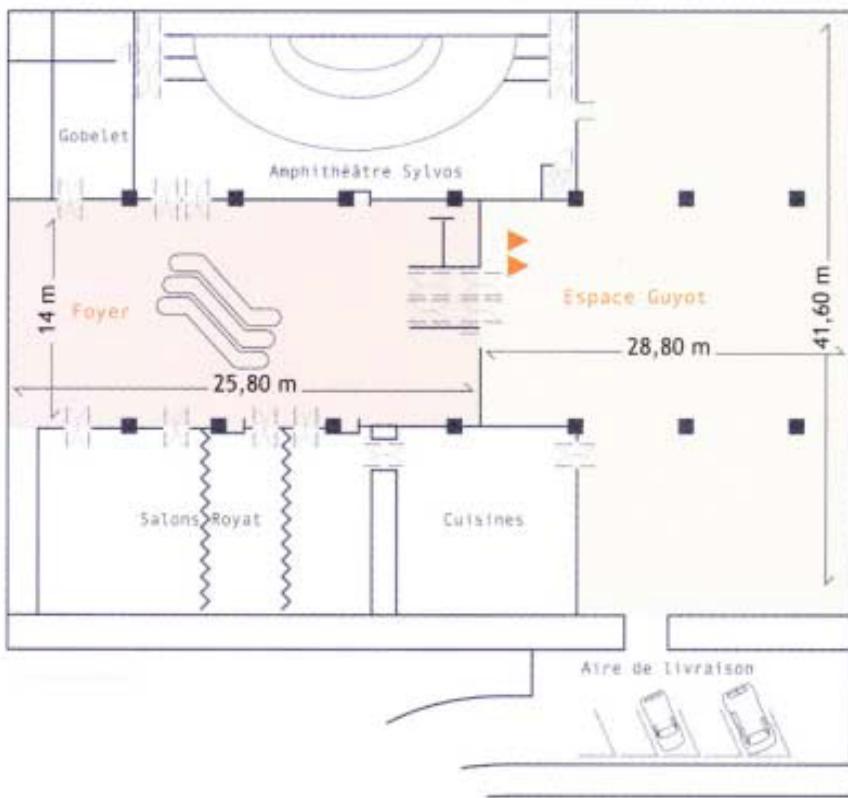
Get off and change trams

TRAM **B**: from 'Quinconces' to tram stop 'CAPC Musée d'Art Contemporain'

**A tram ticket valid for the 2 days of congress will be provided to each person**

## EXHIBITION HALL:

The multipurpose 'Guyot' area, measuring 407m<sup>2</sup> is at your disposal



- around-the-clock technical support
- PA system in hall
- general lighting
- air conditioning/heating

### Technical features:

- surface area: 407m<sup>2</sup>, length= 28.55m, width= 14.26m, ceiling height= 4.20 m
- toilets

### Exhibition/seating:

- water entry/outlet at the foot of pillars
- electric cable supply from ceiling

### Deliveries:

- delivery zone
  - direct access from parking entrance: small vans, cars
- Maximum height limit: 2.70m - width: 3.00m

Near the conference area, you can also present your most recent projects to all congress participants, in optimum conditions.

## **DELIVERY:**

- **The Congress Centre sees to the reception of merchandise from Monday to Friday, from 7am to 11pm only.**

These times must be respected.

Should it be otherwise, we reserve the right to refuse the delivery or send back the package/equipment.

- Packages should be labelled as follows:

**Hôtel Mercure Cité Mondiale Centre de Congrès**  
**« ICV – CSRS 2013 »**  
**20, Parvis des Chartrons**  
**33080 BORDEAUX**

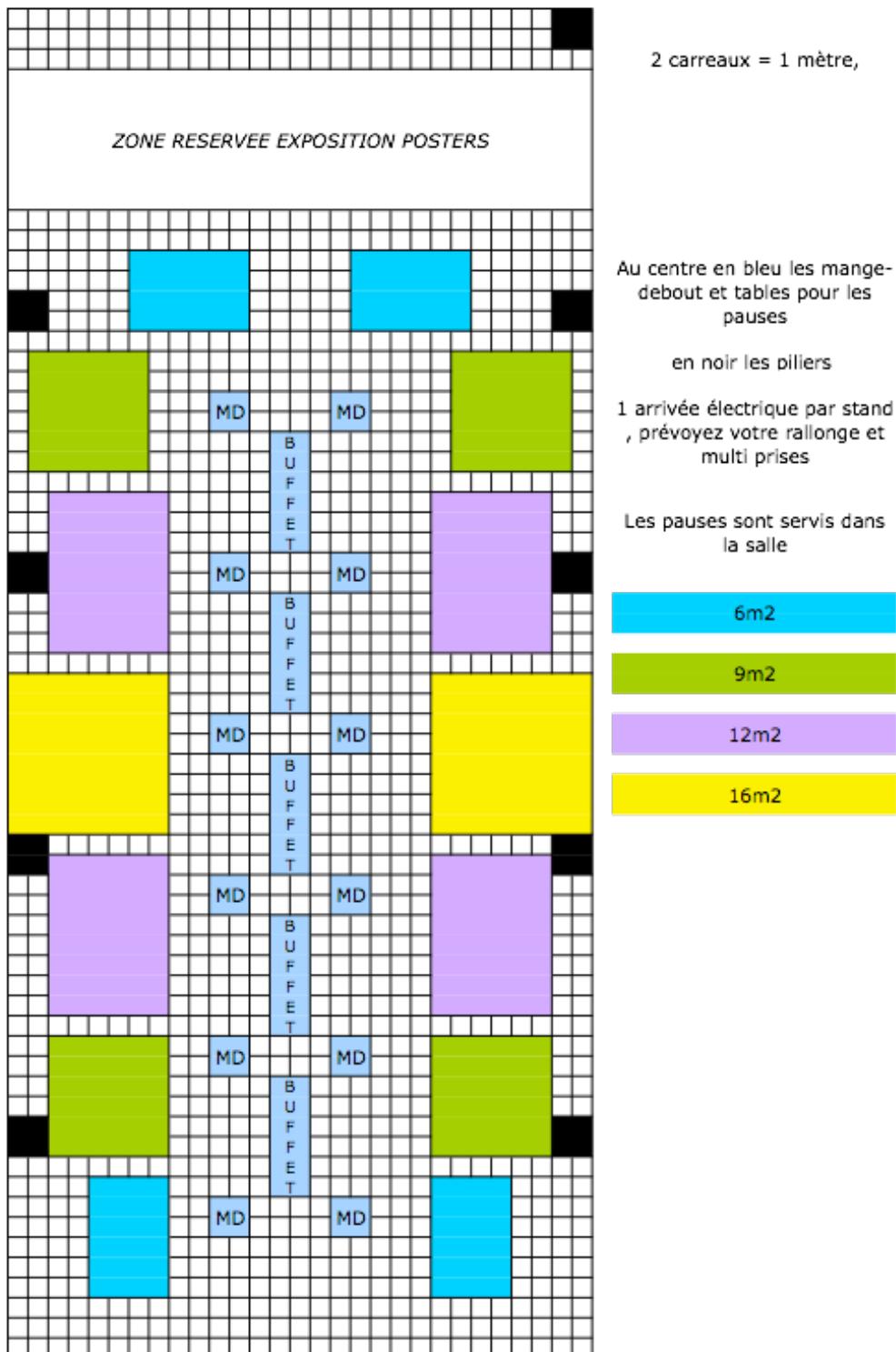
- For delivery of heavy/cumbersome equipment, the delivery van must be equipped with a lift gate and be no more than 2.70m high (access through the 'Cité Mondiale' underground car park).

*On no account is the hotel Reception a package return or storage area!*

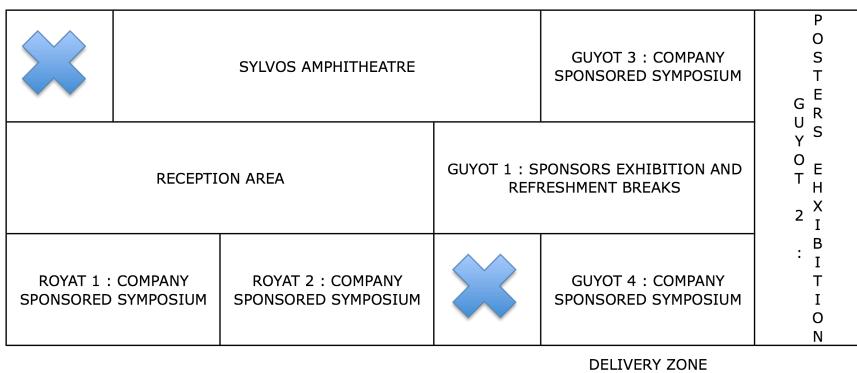
- For peace of mind, we have rented the space from Wednesday 29<sup>th</sup> May. Therefore, you must have your material delivered to the Congress Centre from Tuesday 28<sup>th</sup> May, and **your collaborators must assemble it on Wednesday 29<sup>th</sup> May, between 2pm and 5pm.**
- Your material can be disassembled on Friday 31<sup>st</sup> May from 2pm. All packages/equipment must be removed at the very latest, the day after the event.

# III - Wednesday, May 29<sup>th</sup>, 2013 :

## STANDS :



## **COMPANY SPONSORED SYMPOSIUM :**



### What you will be provided:

4 different workshops are being offered during lunchtime, on Thursday 30<sup>th</sup> and Friday 31<sup>st</sup> of May: Royat 1, Royat 2, Guyot 3 and Guyot 4. Each hall has 75 chairs, 3 tables, 1 projector screen, 1 video projector, 2 microphones and a PA system.

### What you must provide:

A buffet for 75 people, provided by the approved caterers imposed by the Congress Centre, a list of which will be provided at a later date.

4 symposiums each day: 8 symposiums overall can be booked.

## **PROMOTION:**

In addition to exhibition space and your choice of options (symposiums, abstracts, briefcases, lanyards and pens), your logo and an active link to your respective internet sites will also be featured on our internet site: [www.csrs-bordeaux2013.com](http://www.csrs-bordeaux2013.com)

## **WEDNESDAY NIGHT, MAY 29<sup>th</sup>: WELCOMING RECEPTION:**

With most participants being accommodated at the Cité Mondiale's Mercure Hotel where the congress is being held, it seemed entirely appropriate for us to have the welcome cocktail in this venue.

The cocktail will be served from 6pm on the 'Jefferson' hall terraces. It is important to indicate on your subscription form how many in your sales team will be present at each meal.



### **III – Thursday, May 30<sup>th</sup>, 2013 :**



#### **OFFICIAL LANGUAGE:**

The official language is English. During congress, communications will be presented in power point, with supporting documents written in English.

#### **SEQUENCE OF EVENTS:**

Participants will be welcomed and registered in the reception area from 8am, with the initial presentations and discussions starting promptly at 8:30am in the 'Sylvos' amphitheatre. The first day will draw to a close at 6:30pm. The day will be punctuated by two refreshment breaks, served in the 'Guyot' area, where your technical exhibition awaits you.

#### **BADGE:**

All people present at the congress (participants, sales team and employees) will get an electronic identification badge, provided at welcome/registration. This badge, which assures everyone's security and the smooth running of congress, must be kept and presented throughout both days.

## **WEDNESDAY & THURDAY'S DETAILED PROGRAMME:**

### **Wednesday, May 29th, 2013**

17.00 18.00 Officer's meeting  
18.00 19.30 Welcome reception  
19.30 Board dinner

### **Thursday, May 30th, 2013**

08.00 08.30 Registration  
08.30 09.30 7 free communication papers (2 moderators) of 6min+3min discussions each  
09.30 10.00 Lecture : fundamentals of cervical balance - part 1 Jacques SENEGAS  
10.00 10.30 Lecture : fundamentals of cervical balance - part 2 Dominique LIGUORO  
  
*10.30 11.00 Refreshment Break*  
  
11.00 11.45 Lecture : head gravity center Damien VIDAL  
11.45 12.30 Lecture : radiology of cervical sagittal balance Jean-Marc VITAL  
  
13.00 14.30 Company sponsored symposium  
  
14.30 15.30 7 free communication papers (2 moderators) of 6min+3min discussions each  
15.30 16.30 Round table "cervical kyphosis surgery : clinical cases"  
4 of 15min each  
  
*16.30 17.00 Refreshment Break*  
  
17.00 18.30 Mario Boni Award Papers and Posters 4 papers 3 posters of 12 min each  
19.30 Society dinner – Mario Boni Award

## **THURSDAY'S DINNER:**

Using the tram which is the most direct and easiest way to get to the restaurant, it would be our pleasure to invite you (depending on your partnership), as on the Wednesday, to dinner at the Café Maritime restaurant at 7:30pm.

Café Maritime  
Quai Armand Lalande  
Bassin à Flot n°1

Tram B: tram stop 'Bassin à Flot' - restaurant 60m walk

It is important to indicate on your subscription form how many people will be present at each meal, including your sales team.



# **IV - Friday, May 31<sup>st</sup>, 2013**

## **FRIDAY'S DETAILED PROGRAMME:**

### **Friday, May 31st, 2013**

08.00 08.45 5 free communication papers (2 moderators) of 6min+3min discussion each  
08.45 09.15 Lecture : rugby and cervical spine  
09.15 09.45 Lecture : correction surgeries of kyphotic deformity at high cervical region through posterior CVJ fixation

*09.45 10.15 Refreshment Break*

10.15 11.00 5 free communication papers (2 moderators) of 6min+3min discussions each  
11.00 12.00 2 duals of 30min each  
Next meeting announcement

12.00 13.30 Company sponsored symposium  
13.30 14.00 General Assembly – Members only

14.00 15.30 10 free communication papers (2 moderators) of 6min+3min discussions each  
15.30 16.00 1 dual of 30min

16.00 16.30 Closing remarks – Meeting Adjourned  
17.00 Bus departure for CSRS side event wine visit

Pierre BERNARD  
Takachika SHIMIZU

## **V – Conditions:**

### **SUBSCRIPTION – CANCELLATION OF CONGRESS PARTICIPANTS:**

Subscription prices:

- CSRS Member	575 euros
- Non-member	675 euros
- Accompanying person	200 euros
- Student	150 euros

Cancellation fees:

- From the 01<sup>st</sup> of April to the 03<sup>rd</sup> of May 2013: 40% of the price.
- From the 4<sup>th</sup> to the 24<sup>th</sup> of May 2013: 80% of the price.
- From the 25<sup>th</sup> to the end of the congress: 100% of the price.

### **BOOKING – CANCELLATION OF CONGRESS PARTNERS:**

*You must also complete the subscription form online for your commercial delegates in order to obtain their identity badges and confirm their presence for meals (exact number required to avoid losing deposit).*

The exhibitor must pay at least 50% of the bill when booking his booth. The remaining balance must be paid 30 days before the event. In case of cancellation, whatever the reason, the sum paid is considered as a down payment and is forfeited.

If the final balance is not paid in due time, you will lose your right to hire the booth, without compensation or reimbursement of amounts paid. All cancellations notified less than 30 days before the start of congress, will result in the exhibitor having to pay the total contribution due.

### **HOTEL & DAY TRIP RESERVATION – CANCELLATION:**

All reservations and cancellation conditions online according to each hotel and day trip provider, as we don't receive any payment for it.

**IMPORTANT REMINDER:**

You must let us know the name(s) and number of collaborators in order for us to prepare identity badges and for the cocktail and dinner bookings (depending on your partnership) before the 1<sup>st</sup> of March, 2013.

We're counting on your contribution to support conference participants.

We remain at your disposal for further information as required.

Yours sincerely,

Pr Vincent POINTILLART / Mme Bérangère MANES