



AHNS 12<sup>th</sup> International Conference on

# HEAD AND NECK CANCER

July 18-22, 2026

**Menino Convention and Exhibition  
Center** (formerly known as the Boston  
Convention and Exhibition Center)

**Boston, Massachusetts**

Conference Chair: Dan Deschler, MD, FACS

Program Chair: Maie St. John, MD, PhD



# EXHIBITOR PROSPECTUS

***And Support & Visibility Opportunities***

*Innovating Head and Neck Cancer Treatment through  
Multidisciplinary Collaboration*

**Early Bird Exhibit Deadline:  
January 23, 2026**

Exhibitor application available via this link:  
[www.ahns2026.org/exhibitor-application](http://www.ahns2026.org/exhibitor-application)



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## WHO ATTENDS?

- Allied Health Professionals
- Head & Neck Surgeons
- Medical Oncologists
- Molecular & Cellular Biologists
- Oral Surgeons
- Otolaryngologists
- Plastic Surgeons
- Radiation Oncologists
- Surgical Oncologists



# IMPORTANT DATES & GENERAL INFORMATION

## EXHIBITOR DEADLINES

January 23, 2026	<b>Exhibit Early Bird Application Deadline</b>
May 22, 2026	<b>Exhibit Space Balance Due</b>
May 22, 2026	<b>Exhibitor Company Profile Form</b>
May 22, 2026	<b>Independent Contractor Forms</b>
May 22, 2026	<b>Giveaway Notification Form</b>
May 22, 2026	<b>Function Space Request Form</b>
June 19, 2026	<b>Hotel Reservation Deadline</b>
June 19, 2026	<b>Complete Online Badge Registration</b>

## HOST HOTEL & EXHIBIT HALL LOCATION

*Hotel reservation instructions will be included with your Exhibitor Confirmation Kit.*

### Exhibit Hall Location

Hall B1

## ASSOCIATION INFORMATION

### The American Head and Neck Society (AHNS)

15821 Ventura Blvd., Suite 400  
Encino, CA 91436  
Ph: 310-437-0559  
Fax: 310-437-0585  
Em: admin@ahns.info  
Web: www.ahns.info

## CONTACT INFORMATION

### Exhibits

Jenay Root  
Ph: 310-437-0559, ext. 127  
Em: jenay@ahns.info

### Support & Marketing Opportunities

Colleen Elkins  
Ph: 310-437-0559, ext. 114  
Em: colleen@ahns.info

# EXHIBIT SCHEDULE & EXHIBITOR INFORMATION

## SET-UP HOURS

<b>Saturday, July 18</b>	8:00 am – 3:00 pm
<b>Sunday, July 19</b>	8:00 am – 3:00 pm

For questions regarding move-in, please contact AHNS Exhibit Management at (310) 437-0559, ext. 127. Permission for early move-in must be approved by AHNS Exhibit Management, contact Jenay Root, [jenay@ahns.info](mailto:jenay@ahns.info). All construction must be completed and aisles cleared by 3:00 pm on Sunday, July 19. All Exhibits must be fully operational by 5:00 pm, Sunday, July 19.

## EXHIBIT DATES AND HOURS

<b>Sunday, July 19</b>	5:15 pm – 6:30 pm <i>Welcome Reception</i>
<b>Monday, July 20</b>	10:30 am – 4:00 pm
<b>Tuesday, July 21</b>	10:00 am – 4:00 pm

## DISMANTLING AND REMOVAL OF EXHIBITS

<b>Tuesday, July 21</b>	4:00 pm – 10:00 pm
<b>Wednesday, July 22</b>	8:00 am – 12:30 pm

The exhibit hall must be cleared by Wednesday, July 22 at 12:30 pm. Exhibitors may not begin dismantling until 4:00 pm on Tuesday, July 21.

***AHNS exhibits – designed to drive traffic into the hall via the following activities:***

- » **Welcome Reception with hosted bar in the exhibit hall – Sunday, July 19**
- » **Morning and afternoon refreshment breaks in the exhibit hall daily**
- » **Unopposed exhibit time daily**
- » **Product Theater and Posters located in the exhibit hall**

## EXHIBITOR CONFIRMATION AND SERVICE KITS

The Exhibitor Confirmation Packet, disseminated by AHNS Exhibit Management via email in April will contain your booth assignment, badge registration instructions, hotel reservation information, support/visibility opportunities and more.

The Exhibitor Service Kit will be disseminated by Freeman by email in April. The kit will contain shipping information and order forms for onsite services, including labor, electricity, and furniture.



**Exhibitor application available via this link:**  
[www.ahns2026.org/exhibitor-application](http://www.ahns2026.org/exhibitor-application)



# PAST EXHIBITORS

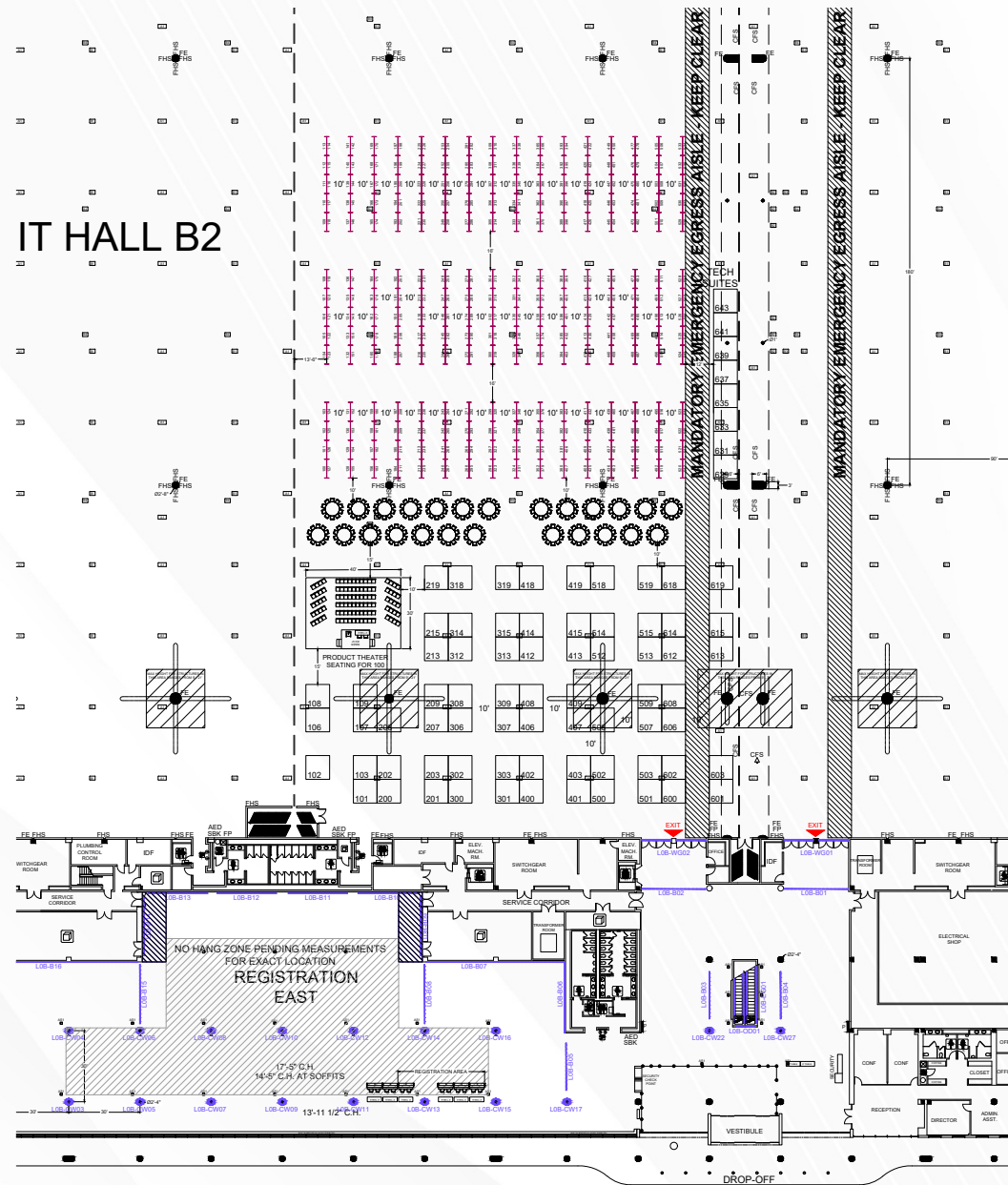
*at the 11th International Conference on Head and Neck Cancer*

ACERA SURGICAL  
Alpha Tau Medical  
Ascendis Pharma  
Atos Medical  
Axogen  
BioSyent Pharma  
C2Dx, Inc  
Cardinal Health Nuclear  
& Precision Health –  
LYMPHOSEEK®  
Castle Biosciences, Inc.  
Checkpoint Surgical  
Cook Medical  
CranioRehab  
ECO Medical Technology  
(Nanjing) Co., Ltd.  
EMD Serono  
Exelixis  
FLUOPTICS Part of Getinge  
Galen Robotics, Inc.  
InHealth Technologies  
inomed Inc.

Integra Lifesciences  
Interpace Diagnostics  
JAMA Network  
KARL STORZ Endoscopy  
America – Inc.  
KLS Martin Group  
Medical Microinstruments  
Medtronic  
Merck & Co., Inc.  
Naveris, Inc  
Piezosurgery, Inc., a Mectron  
Company  
Rakuten Medical  
Regeneron  
Replimune  
RGS HEALTHCARE  
Stryker  
THANC Foundation  
True Angle  
Vector Surgical  
Veracyte, Inc.  
ZEISS



# EXHIBIT HALL FLOOR PLAN



# SCIENTIFIC PROGRAM *Subject to change.*

Saturday, July 18, 2026

## PRE-MEETING COURSES

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- How to Build a Research Program Pre-Meeting Course **non CME**
- AI Pre-Meeting Course **non CME**
- Endocrine Pre-Meeting Course **non CME**
- Thyroid, Parathyroid, and Neck Ultrasound Pre-Meeting Course
- APP Pre-Meeting Course
- Residents and Fellows Pre-Meeting Course **non CME**
- Head & Neck Cancer Alliance Pre-Meeting Course **non CME**
- Thyroid, Parathyroid, and Neck Ultrasound Hands-on Course

## INSTRUCTIONAL COURSES

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- **Instructional Course 01:** Challenges with Management of Advanced Skin Cancers Around the Globe
- **Instructional Course 02:** Robots vs Endoscopes vs Cold Steel: Surgical Strategies to the Infratemporal Fossa and Parapharyngeal Space
- **Instructional Course 03:** Evidence Based Management of Low Grade Salivary Malignancy
- **Instructional Course 04:** Diagnostically Challenging Oral Cavity Cancers and Oral Potential Malignant Lesions
- **Instructional Course 05:** Virtual Surgical Planning - Tricks for Optimziation
- **Instructional Course 06:** Opportunities and Uncertainties in Applying KN-689 and NIVOPOSTOP Findings in Clinical Practice
- **Instructional Course 07:** Multidisciplinary Management of Osteoradionecrosis (ORN): From Minimally Invasive to Maximal Reconstruction
- **Instructional Course 08:** Skin Cancer Management and Reconstruction
- **Instructional Course 09:** Surgical Management of Minor Salivary Gland Cancers: Transoral and Open Approaches
- **Instructional Course 10:** Multi-disciplinary Approach to Management of Early-stage Skin Cancers (Melanoma and NMSC) - How to Partner Effectively with Mohs Surgery
- **Instructional Course 11:** Craniofacial and Maxillectomy Ablation and Reconstruction with Virtual Planning and Reconstruction - How I Do It
- **Instructional Course 12:** Complications in Skull Base Surgery
- **Instructional Course 13:** TORS in the Work-up of Unknown Primary SCC
- **Instructional Course 14:** Identifying and Managing HPV+ OPCs at High-risk of Treatment Failure
- **Instructional Course 15:** Multidisciplinary Management of Lymphedema: An Integrated Approach to Patient Care
- **Instructional Course 16:** Updates in Management of Head and Neck Lymphedema and Fibrosis - The Role of the Multidisciplinary Team



# SCIENTIFIC PROGRAM *Subject to change.*

- **Instructional Course 17:** Preserving and Restoring Salivary Gland Function in Head and Neck Cancer - Where are We Now and Where are We Going?
- **Instructional Course 18:** Optimizing Speech and Swallowing Outcomes After Subtotal Glossectomy
- **Instructional Course 19:** Challenges and Evidence Surrounding Response Adjusted Surgery in Head and Neck Surgery - Learning from the Experience of Other Disease Sites
- **Instructional Course 20:** Osteoradionecrosis and Carotid Blowout - Multidisciplinary Management for a Dreaded Complication
- **Instructional Course 21:** Reconstruction of the Head and Neck - War and Reconstruction
- **Instructional Course 22:** NCI-Funded Clinical Trials Update: New Concepts, Emerging Data
- **Instructional Course 23:** Defining the Role of the Physician in Patient and Public Education - Preparing for a Lifelong Journey of Survivorship
- **Instructional Course 24:** Parathyroid
- **Instructional Course 25:** Use of Telehealth in Head and Neck Cancer - Optimizing Clinic Efficiency, Multidisciplinary Clinic, and Remote Surveillance
- **Instructional Course 26:** Interprofessional and Multidisciplinary Approaches to Management of Dysphagia After HNC
- **Instructional Course 27:** Functional Outcomes After Treatment for Early-stage HPV Associated Oropharynx Cancer
- **Instructional Course 28:** Surgery for Cutaneous Malignant Melanoma in the New Age of Systemic Therapy
- **Instructional Course 29:** Multi-disciplinary Strategies for Orbital and Organ Preservation in Sinonasal Cancer
- **Instructional Course 30:** Introduction to Writing Clinical Practice Guidelines (CPGs) & Clinical Consensus Statements (CCSs)
- **Instructional Course 31:** Challenges in Young-onset Oral Cavity Cancer - Epidemiology, Outcomes, and Management Controversies
- **Instructional Course 32:** Clicks, Crics, and Credibility - Digital Marketing, Social Media, and Head and Neck Surgery
- **Instructional Course 33:** The Role of HPV in Sinonasal and Nasopharyngeal Carcinoma and Why This Matters
- **Instructional Course 34:** Like Buying a House - Finding the Next Job
- **Instructional Course 35:** Ablative Surgical Pearls to Maximize Functional Outcomes for Squamous Cell Carcinoma of the Oral Cavity
- **Instructional Course 36:** Advancing Head and Neck Cancer Early Detection Research (AHEAD)
- **Instructional Course 37:** The Value Checkpoint: Clinical, Economic, and Policy Perspectives on Neoadjuvant/Adjuvant Immunotherapy for Cutaneous Squamous Cell Carcinoma
- **Instructional Course 38:** Head and Neck Paragangliomas: Multidisciplinary Management Indications & Strategies
- **Instructional Course 39:** Treatment Updates in Recurrent Respiratory Papillomatosis
- **Instructional Course 40:** Dr. ChatGPT Will See You Now: What Your Head & Neck Patients Are Learning Before They See You



# SCIENTIFIC PROGRAM *Subject to change.*

## Sunday, July 19, 2026

- The Surgeon as Immunotherapist
- State of the Art and Future Directions in the Multidisciplinary Management of Nasopharyngeal Cancer
- Choose Your Own Adventure: Multi-Disciplinary Management of Advanced Stage Salivary Cancers
- RFA in the Management of Thyroid Patients
- What's New in Thyroid Care: Updates from the American Thyroid Association Guidelines
- Reconstructive Considerations in the Management of Head and Neck Skin Cancers
- Circulating Tumor DNA for HPV-Independent Head and Neck Cancer: When, Why, How
- Lessons from Global Surgery
- Population Science, Early Detection and Prevention
- Multidisciplinary Management of Advanced Thyroid Cancer
- Women In AHNS Panel:  
Academic Medicine – The Balancing Act
- Top 5 Reconstructive Challenges and Tips to Address Them
- Fellowship Information Session
- Opening Ceremony
- John J. Conley Lecture

## Monday, July 20, 2026

- Jatin Shah Symposium: The Great Thyroid Debate
- Global Medicine Keynote
- Presidential Address
- Special Keynote
- Sinonasal Cancers – Innovations in Multidisciplinary Management and Research
- Management of HPV-Negative Oropharyngeal Squamous Cell Carcinoma: Regional Practice Patterns and Evidence-Based Discussion
- Keynote 689
- Salivary Gland Tumor Board
- New Member Induction and Awards Ceremony
- Thyroid Tumor Board
- Life After AHNS Presidency - Tales and Tips
- Perineural Invasion and Facial Reanimation
- Best of Basic & Translational Science
- Advancing the Quality and Value of Head and Neck Cancer Care in 2026: Emerging Opportunities to Elevate Treatment
- Neoadjuvant Approaches for HNSCC
- Melanoma Tumor Board
- Best of Basic & Translational Science **non CME**

# SCIENTIFIC PROGRAM *Subject to change.*

## Tuesday, July 21, 2026

- Milton J. Dance Symposium: Survivorship in Young Adult Head and Neck Cancer Patients - Addressing Long-Term Challenges
- Hayes Martin Lecture
- Giovana Thomas Lecture Addressing Head and Neck Cancer Health and Healthcare Opportunities
- ENE and Controversies in Imaging PET vs MRI
- Navigating the Neck in Early-Stage Oral Cavity Cancer: Choosing the Right Tools for the Trail Ahead
- Postoperative Radiation Therapy: Challenges, Barriers, and Interventions
- AHNS Business Meeting
- What is the Modern-day Role of Total Laryngectomy - Chondrosarcoma Management
- Outside Influences: Microvascular Tips from Other Specialties for the Head and Neck Surgeon
- SLN in Head and Neck Cancer
- Integrating into Cancer Service Lines
- The Great Debate: Deintensification Approaches for HPV-associated Oropharynx Cancer
- Tumor Board: Larynx
- ENE Imaging and Treatment
- Surviving and Thriving: Overcoming Challenges
- Shark Tank **non CME**

## Wednesday, July 22, 2026

- Awards Ceremony
- Closing Comments
- Christopher O'Brien Lecture
- The Future is Now: Technology Integration in Head and Neck Cancer Surgery
- How I Do It: Large Volume Reconstruction
- Scary Cases
- How I Do It Video Session: Scarless Thyroid Surgery
- Hope or Hype? Dissecting Alternative and Complementary Cancer Therapies
- History of the Neck Dissection - Through the Ages
- VSP Around the World





# VISIBILITY & MARKETING OPPORTUNITIES

The AHNS provides a breadth of opportunities for industry to build brand awareness, provide education and drive booth traffic. For further information and to discuss specifics, please contact Colleen Elkins, Director of Development via email at [colleen@ahns.info](mailto:colleen@ahns.info) or by phone at 310-437-0559, ext 114.



## SPONSORSHIP PACKAGES

AHNS values its relationships with industry and the support from these organizations. In addition to individual sponsorship recognition, organizations who spend the amounts listed below will also be recognized as level sponsors on the AHNS website, in the meeting app, and on-site with digital signage.

DIAMOND LEVEL	\$100,000
PLATINUM LEVEL	\$75,000
GOLD LEVEL	\$50,000
SILVER LEVEL	\$25,000
BRONZE LEVEL	\$15,000

# VISIBILITY & MARKETING OPPORTUNITIES

## VISIBILITY PACKAGES

### RECHARGE SPONSORSHIP

**\$75,000**

#### Includes:

- 5 Window Graphics
- 2 Column Wraps
- 2 Charging Stations
- Exclusive marketing and promotion as the Recharge Sponsor and promotion of the lounge on meeting website, app, signage, etc.

### PATHWAYS SPONSORSHIP

**\$65,000**

#### Includes:

- 6 Column Wraps
- Escalator Railing Graphic

### FRONT AND CENTER SPONSORSHIP

**\$75,000**

#### Includes:

- 2 Banners
- Escalator Railing Graphic
- 2 Column Wraps
- 1 Wall Graphic

*Place your branding and the front and center of the attendee experience. Your message will greet attendees at registration, as they enter the exhibit hall and as they ascend to the session rooms.*

### ELEVATE SPONSORSHIP

**\$45,000**

#### Includes:

- 2 Escalator Railing Graphics
- 2 Overhead Hanging Signs

**View the images for all of the visibility packages here!**

[www.ahns2026.org/visibility-packages/](http://www.ahns2026.org/visibility-packages/)



# VISIBILITY & MARKETING OPPORTUNITIES



## A LA CARTE VISIBILITY OPPORTUNITIES

### **HANGING BANNERS**

**STARTING AT \$5,000 EACH**

Hanging banners placed in prominent locations throughout the meeting space and levels. Pricing includes production of materials and estimated labor costs.

### **COLUMN WRAPS**

**STARTING AT \$5,000 EACH**

Branded column wraps placed on columns along the attendee path.

### **OVERHEAD SIGNAGE**

**STARTING AT \$5,000 EACH**

Place your branding where attendees will see it. Overhead signage is placed above the convention center directional signage throughout the attendee path.

### **CHARGING STATIONS**

Hanging banners placed in prominent locations throughout the meeting space and levels. Pricing includes production of materials and estimated labor costs.

Keep attendees powered up and connected while putting your brand front and center. Branded charging stations are a high-visibility sponsorship opportunity, ensuring your company is seen every time participants stop to recharge their devices. Consider branding charging stations in the Exhibit Hall!

#### **OPTIONS INCLUDE:**

#### **Premium Charging Station**

**\$4,500 (each)**

Large branded charging station counter in a central networking area. Includes branding with your logo.

#### **Standard Charging Station**

**\$2,000 (each)**

Branded charging kiosk located in a high-traffic conference area. Perfect for continuous brand visibility



*Standard Charging Station*



*Premium Charging Station*

# VISIBILITY & MARKETING OPPORTUNITIES



## DIGITAL OPPORTUNITIES

The Convention Center offers a wide variety of digital opportunities. Add a video or branded spotlight to one of the following:

### **DIGITAL SIGNAGE** **\$15,000 (FULL SHOW RUN, 5 DAYS)**

The strategically positioned Digital Signage Network gives you access to audiences across the facility. Your ad will be displayed on all digital signs throughout the contracted meeting space.

### **MARQUEE** **\$25,000 (FULL SHOW RUN, 5 DAYS)**

At 80 feet tall, the landmark Marquee is visible from half a mile away and provides an unparalleled branding and sponsorship opportunity. Your 15 second ad will run in a continuous loop with other meeting ads.

### **VIDEO WALL** **\$25,000 (FULL SHOW RUN, 5 DAYS)**

Spanning the Convention Center's North Lobby and visible from Summer Street, the Video Wall offers a unique way to deliver high-impact messages. Your 15 second ad will run in a continuous loop with other meeting ads.





# VISIBILITY & MARKETING OPPORTUNITIES



## EXHIBIT AISLE SIGNS

**\$25,000**

Aisle signs are prominently displayed above each of the six aisles, ensuring your company's logo is seen repeatedly as participants explore the exhibit hall.



## INDUSTRY SUITES

**\$7,500 EACH**

The AHNS will provide a limited number of Industry Suites in the exhibit hall to allow for private meetings with attendees, AHNS leaders and company staff. Each 10 x 10 suite will be carpeted and hard-walled with entry through a locked door (key provided). A table, 4 chairs and trash can will be provided.



# VISIBILITY & MARKETING OPPORTUNITIES



## EDUCATIONAL OPPORTUNITIES

Industry has the opportunity to present a Clinical Trial Update, Investigators Meeting or Satellite Symposium on the following dates and times. A maximum of 3 opportunities are available for each time slot.

**Sunday, July 19**      **12:15 pm – 1:45 pm**

**Monday, July 20**      **6:00 pm – 7:30 pm**

**Tuesday, July 21**      **5:30 pm – 7:00 pm**

### **CLINICAL TRIAL UPDATE/INVESTIGATOR MEETING**      **\$30,000**

This is organized by the physician leader of the clinical trial in coordination with the industry partner to update participating physicians and to educate physicians who may be interested in joining the clinical trial.

Standard meeting AV provided. Additional AV may be arranged through the AHNS AV vendor and direct billed to the company hosting the update. F&B may be provided and paid for by the hosting company and coordinated through the AHNS.

### **SATELLITE SYMPOSIA**

**\$30,000 EACH**

A limited number of companies will have the opportunity to present an educational event of their choosing which may include, for example, a panel discussion or an invited speaker. The AHNS does not require or provide CME for Satellite Symposia. The presenting company may choose to provide and arrange for CME.

Rooms for this event will be assigned on a first-come first-served basis. Symposia support will be acknowledged on the AHNS website, on the meeting app and on-site with event signage.

The symposia will be promoted in advance marketing materials for the meeting, via emails to registrants and on the meeting app. On-site signage will be produced to further promote the event at the meeting.

Standard room set and AV is included in the fee. Sponsor will be responsible for any F & B and any additional AV.



# VISIBILITY & MARKETING OPPORTUNITIES



## EDUCATIONAL OPPORTUNITIES CONTINUED

### **PRODUCT THEATER**

**\$50,000 EACH**

There will be two opportunities for industry to host a Product Theater which will be located in the Exhibit Hall.

The dates and time are as follows:

**Monday, July 20 from 12:30 pm – 2:00 pm**

**Tuesday, July 21 from 12:00 pm – 1:30 pm**

This is your opportunity to present content to an audience of up to 100 in an unopposed time period. The Product Theater will be set with a stage, podium and standard AV. If additional AV is needed the hosting company can order from, and be direct billed by the AHNS AV provider. The AHNS does not provide lunch for attendees. The hosting company is encouraged to provide lunch which can be arranged and direct billed through the Convention Center catering.

Product Theater presentations will be promoted in advance marketing materials for the meeting, via emails to registrants and on the meeting app. On-site signage will be produced to further promote the event at the meeting.

*Please contact Colleen Elkins via email at [colleen@ahns.info](mailto:colleen@ahns.info) or by phone at 310-437-0559, ext 114 for additional information.*



**Complete your visibility & marketing opportunities application today!**

[www.ahns2026.org/visibility-marketing-opportunities-application](http://www.ahns2026.org/visibility-marketing-opportunities-application)

# EXHIBITOR QUALIFICATION & CONDUCT

## QUALIFICATION

All products and services to be exhibited must be directly related to the practice of surgery, medicine, or medical/surgical education, or contribute to the educational, instructional and professional atmosphere of the meeting. All exhibiting companies are subject to approval by AHNS Exhibit Management, whose decisions in this regard are final. Exhibitors must comply with FDA regulations concerning the exhibition of investigational products and class III devices.

## POLICY FOR EXHIBITORS ATTENDING SCIENTIFIC SESSIONS

Exhibitors may attend didactic sessions or postgraduate courses, with the caveat that if a session becomes too full, an exhibitor may be asked to give up their seat for a registered meeting attendee.

Exhibitors may not attend hands-on labs, luncheon sessions, or any course that is not part of the general sessions and for which attendees have to register and pay separately. Exhibitors may not register as company staff any individual who is eligible for registration as a meeting attendee.



**Complete your exhibit application today!**

[www.ahns2026.org/exhibitor-application](http://www.ahns2026.org/exhibitor-application)

## STAFF CONDUCT

Exhibitors must set up, occupy and staff their exhibits during all hours exhibits are open. Failure to do so may result in ineligibility for future meetings. All participants affiliated with exhibits must have an exhibitor badge. False certification of individuals as exhibitor's representatives, misuse of exhibitor badges, or any other method assisting unauthorized persons access to the exhibit floor will be just cause for expelling the violator from the exhibition or barring him/her from further entrance to the exhibit floor, or removing his/her exhibit from the exhibit floor without obligation on the part of AHNS Exhibit Management for refund of fees.

Exhibit personnel are expected to remain in their rented space and not view other exhibits except by invitation of other exhibitors. Interviews, demonstrations and the distribution of literature must be made within the booth area assigned to the exhibitor. Canvassing or distributing of advertising materials beyond the parameters of the exhibitor's own booth will not be allowed. Additionally, exhibitors are prohibited from posting signs relating to exhibits or any company activity outside the parameter of the exhibitor's own booth. Exhibitors may not place signage regarding any company related event outside their booth at any time.

# SPACE ASSIGNMENT & FEES

## PAYMENT SCHEDULE

- A deposit of 50% of the total exhibit fee must accompany submitted application.
- Total balance due May 22, 2026.

Applications not accompanied by at least a 50% deposit will be considered invalid. If full payment is not received by May 22, 2026, the space may be reassigned or resold. All reservations must be made in writing.

## CANCELLATION & REDUCTION/ RELOCATION POLICY

Notification of cancellation or reduction of space must be in writing. If this agreement is canceled by the exhibitor for any reason or by AHNS Exhibit Management because of Exhibitor's default or violation of this agreement, monies paid to AHNS by the Exhibitor shall be retained as follows:

- \$100 per 10' x 10' space if application is canceled on or prior to January 23, 2026.
- \$1,000 per 10' x 10' space if application is canceled after January 23, 2026 and on or prior to May 22, 2026.

## NO REFUNDS for any cancellations or reductions after May 22, 2026.

*Please contact Jenay Root via email at [jenay@ahns.info](mailto:jenay@ahns.info) or by phone at 310-437-0559, ext. 127 for additional information.*

## SUBLETTING OF SPACE

Exhibitors may not assign or apportion to others the whole or any part of the space allocated, and may not display goods or services other than those manufactured or regularly distributed by the applicant(s).

## EXHIBIT FEES

### Early Bird Fees (on or prior to January 23, 2026)

10 x 10 Linear Booth	\$3,800
10 x 10 Corner Booth	\$4,000
10 x 20 Corner Booth	\$7,800
20 x 20 Island	\$16,000

### Standard Fees (after January 23, 2026)

10 x 10 Linear Booth	\$4,000
10 x 10 Corner Booth	\$4,200
10 x 20 Corner Booth	\$8,200
20 x 20 Island	\$16,800





# EXHIBITOR BADGE REGISTRATION

Deadline for badge registration is June 19, 2026. All exhibitor registration must be completed online. AHNS Exhibit Management will provide instructions for the online registration system in your confirmation kit.

- Exhibitor badges may be picked up on-site by the individual. **BADGES MUST BE WORN AT ALL TIMES** the exhibitor is on the show floor.
- The exhibit registration fee includes a maximum of four (4) personnel per 10' x 10' space. Regardless of booth size, the total maximum number of personnel included in an exhibit registration fee is 24.
- Registration of exhibit personnel beyond maximum allowed (24 staff members), either in advance or on site, will have an additional badge registration fee of \$50 per badge. Companies will be invoiced after the meeting for all badges over their maximum allowance.
- Exhibitor badges must not be given or lent to any individual except the exhibit personnel to whom the badge has been issued.
- Business cards may not be inserted over badge name.
- The person who signs the application, or a designee, shall be the exhibitor's official representative.
- After the close of online registration on June 19, 2026, all additions or changes to badge registration must be made onsite. All changes or additions made onsite are subject to a \$50 fee for each change or addition **TO BE PAID ONSITE**.



# BOOTH INSTALLATION & DISMANTLE

## INSTALLATION OF EXHIBITS

Exhibit space will not be released to the Exhibitor until all conditions are met and all balances paid. Except for those in designated freight aisles, please abide by the following schedule. If set-up of an exhibit has not started by 12:00 pm, Sunday, July 19, AHNS Management may order the exhibit to be assembled and the exhibitor billed for all charges incurred. AHNS Management will not be responsible for any damage incurred.

### Set-up Hours:

Saturday, July 18	8:00 am – 3:00 pm
Sunday, July 19	8:00 am – 3:00 pm

**All construction must be completed and aisles cleared by 3:00 pm, Sunday, July 19, 2026. All Exhibits must be fully operational by 4:00 pm, Sunday, July 19, 2026.**

## DISMANTLING & REMOVAL OF EXHIBITS

### Breakdown Hours:

Tuesday, July 21	4:00 pm – 10:00 pm
Wednesday, July 22	8:00 am – 12:30 pm

Exhibitors may not begin dismantling until 4:00 pm on July 21. All Exhibits must be packed and ready for shipment by 12:30 pm, July 22. Any materials not called for by that time will be shipped at the exhibitor's expense by the carrier selected by the official drayage contractor. All space occupied by an exhibit must be left in the same condition as it was before set up. Exhibitors are responsible for removal of excess debris, bulk quantities of printed material, floor covering, and any items other than those that can be easily swept up.



# BOOTH CONSTRUCTION INFORMATION

A complete set of construction specifications will be sent with the service kit to be emailed in April 2026.

- Exhibits must conform to the educational/professional environment of the meeting.
- Exhibits must be designed and exhibit personnel must operate so that traffic in aisles is not impeded.
- Exhibitor identification on all signs, graphics and literature must be the company name submitted on the Exhibitor Application.
- Exhibits must be assembled and dismantled safely.
- Materials used in the exhibit must be flame retardant in accordance with the Fire Ordinances of the City of Boston, Massachusetts.
- Electrical equipment must conform to the electrical codes of the City of Boston, Massachusetts.

## BOOTH DESCRIPTION

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Included with each linear or corner booth will be an 8' high background drape, 3' high side drape, one (1) 6' draped table, two (2) side chairs and one (1) 7" x 44" identification sign. Special requirements, electrical hook-ups, audiovisual rental, etc., must be arranged through the appropriate service contractor and billed directly to the exhibitor. THE EXHIBIT HALL IS NOT CARPETED. EXHIBITORS ARE REQUIRED TO HAVE CARPET IN THEIR BOOTHS. CARPET CAN BE PROVIDED BY EXHIBITOR OR ORDERED THROUGH FREEMAN DECORATING.

## HANGING SIGNS OR BANNERS

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Information about hanging signs will be available in the Exhibitor Service Kit.

## LINEAR EXHIBITS

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*(One or more exhibits in a straight line)*

- Minimum space is 10' x 10'.
- The rear half of the exhibit may be occupied up to a height of eight (8) feet.
- The front half of the space may be occupied up to a height of four (4) feet, except for equipment which may be up to eight (8) feet provided it does not block sight lines of other exhibitors.
- Live or video demonstrations must not block sight lines of other exhibitors.
- Exhibits located along perimeter walls may have a rear height of up to twelve (12) feet, with prior approval.

## ISLAND EXHIBITS

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*(20' x 20' or larger free-standing - Island)*

**Maximum height, including hanging signs, is 20 feet.**

Equipment and/or structure must be located so as not to place the viewer or exhibit personnel in the aisle. All island exhibits should have access from all four sides.





# BOOTH CONSTRUCTION INFORMATION

## SEE-THROUGH VISIBILITY GUIDELINES

Vertical wall construction: booth components and fixtures may not be arranged within the booth to build a wall that exceeds 40% of any one side of the booth boundary. Display counters, or any solid wall construction must maintain a minimum of a 1' setback from all sides, and sufficient space must be left within the exhibit to accommodate spectators, attendees or booth visitors.

# INSURANCE & LIABILITY

## INSURANCE AND LIABILITY

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The Exhibitor assumes entire responsibility and liability for losses, damages and claims arising out of injury to any person, or any loss of, or damage to property when such loss, damage or injury is in any way connected to the exhibitor's participation in the exhibition. Exhibitors shall indemnify and hold harmless AHNS Management, its officers, directors, agents, members and employees and, the Menino Convention and Exhibition Center, its agents, and employees from any and all such losses, damages and claims.

Exhibitors agree to protect, save, and keep AHNS Management and the Menino Convention and Exhibition Center forever harmless from any damage or charges imposed for violation of any law or ordinance whether occasioned by the negligence of the exhibitor, or its agents, as well as to strictly comply with the applicable terms and conditions contained in the agreement between the Menino Convention and Exhibition Center and the AHNS regarding the exhibit premises, and further, an exhibitor shall at all times protect, indemnify, save and keep harmless AHNS Management and the Menino Convention and Exhibition Center against any and all loss, cost, damage, liability or expense arising from, or out of, or by reason of said exhibitor's occupancy and use of exhibit premises or part thereof.

Though security is provided by AHNS Management, the furnishing of such security shall not be deemed to affect the non-liability of AHNS Management, its members, officers, representatives or the official service contractors or the Menino Convention and Exhibition Center to modify in any way the assumptions or risk provided herein. If any part of the exhibit hall is damaged or destroyed in such a way as to prevent AHNS Management from allowing an exhibitor to occupy

its assigned space during any portion of the exhibition, or if same is prevented by strikes, Acts of God, national emergency, or other causes beyond the control of AHNS Management, exhibitors will be charged for space during the time it was or could have been occupied; and exhibitors hereby waive any claim against AHNS Management, its members, directors, agents or employees for losses or damages that may occur due to such inability to occupy assigned space.

## SECURITY

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AHNS Management will furnish security staff to be on duty in the exhibit hall when exhibits are closed, but the safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor at all times. Exhibitors may hire additional security personnel for their booths. AHNS Management assumes no responsibility for any losses sustained by exhibitors.

## CARE OF BUILDING

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Nothing shall be affixed to walls, drapes, electrical outlets, etc., by the use of nails, tacks, staples, or tape. Where food and liquids are displayed, there must be suitable floor coverings to protect facility property. Any damage to facility property through carelessness of exhibitors or their employees or agents will be the financial responsibility of the exhibitor causing such damage.



# INSURANCE & LIABILITY

## FIRE PRECAUTIONS

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No combustible decoration, such as crepe paper, tissue paper, cardboard, or corrugated paper, shall be used by Exhibitors in the Exhibit Hall at any time during the exhibition. All packing containers, excelsior, and wrapping paper, which must be flame proof, are to be removed from the floor and must not be stored under tables or behind displays. All muslin, velvet, or any other cloth decorations, must withstand a flameproof test.

All materials and fluids that are flammable are to be kept in safety containers. Open flame, butane gas, oxygen tanks, etc. are not permitted without permission of the Menino Convention and Exhibition Center. No obstructions shall be placed in any aisle, passageway, lobby or exit leading to any fire extinguishing appliance. Direct passageways leading to any fire alarm or telegraph communication must be kept free of any obstructions. A complete set of applicable fire regulations will be included in the Exhibitor Service Kit sent by Freeman.





# RULES & REGULATIONS

## **POLICY ON ACCME STANDARDS FOR INTEGRITY AND INDEPENDENCE IN ACCREDITED CONTINUING EDUCATION**

The AHNS is committed to presenting CME activities that promote improvements or quality in healthcare and are independent of the control of commercial interests. As part of this commitment, the AHNS requires clear separation between exhibit/marketing/advertising activities and educational activities.

Exhibitors are requested to review the ACCME Standards for Integrity and Independence in Accredited Continuing Education:

[www.accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce](http://www.accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce), and in particular:

Standard 5: Manage Ancillary Activities Offered in Conjunction with Accredited Continuing Education

Accredited providers are responsible for ensuring that education is separate from marketing by ineligible companies—including advertising, sales, exhibits, and promotion—and from nonaccredited education offered in conjunction with accredited continuing education.

1. Arrangements to allow ineligible companies to market or exhibit in association with accredited education must not:
  - a. Influence any decisions related to the planning, delivery, and evaluation of the education.
  - b. Interfere with the presentation of the education.
  - c. Be a condition of the provision of financial or in-kind support from ineligible companies for the education.
2. The accredited provider must ensure that learners can easily distinguish between accredited education and other activities.
  - a. Live continuing education activities: Marketing, exhibits, and nonaccredited education developed by or with influence from an ineligible company or with planners or faculty with unmitigated financial relationships must not occur in the educational space within 30 minutes before or after an accredited education activity. Activities that are part of the event but are not accredited for continuing education must be clearly labeled and communicated as such.
  - b. Print, online, or digital continuing education activities: Learners must not be presented with marketing while engaged in the accredited education activity. Learners must be able to engage with the accredited education without having to click through, watch, listen to, or be presented with product promotion or product-specific advertisement.
  - c. Educational materials that are part of accredited education (such as slides, abstracts, handouts, evaluation mechanisms, or disclosure information) must not contain any marketing produced by or for an ineligible company, including corporate or product logos, trade names, or product group messages.
  - d. Information distributed about accredited education that does not include educational content, such as schedules and logistical information, may include marketing by or for an ineligible company.
3. Ineligible companies may not provide access to, or distribute, accredited education to learners.

# RULES & REGULATIONS

## AMERICANS WITH DISABILITIES ACT

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Exhibitors shall be fully responsible for compliance with all applicable provisions of the Americans with Disabilities Act (ADA) with regard to their booth space. This includes, but is not limited to, the wheelchair access provisions.

## PHOTOGRAPHY

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An exhibit or its products may not be photographed without the permission of the legitimate occupants of that booth. AHNS Management reserves the right to photograph exhibits for society purposes.

## DISPLAY OF CLASS III DEVICES

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Any display of Class III devices for off-label use must be accompanied by the following statement:

*"Display of this device for off-label use is not endorsed by the AHNS."*

## DISPLAY OF INVESTIGATIONAL PRODUCTS

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All exhibitors must comply with FDA rules regarding display of investigational products. Display of any investigational products is not an endorsement by AHNS. To comply with the Food and Drug Administration's Guidelines on Notices of Availability, any investigational product exhibited or graphically depicted should:

- Contain only objective statements about the product.
- Contain no claims of safety, effectiveness or reliability.
- Contain no comparative claims to other marketed products.
- Be displayed solely for the purpose of obtaining investigators.
- Be accompanied by directions for becoming an investigator and list of investigator responsibilities.
- Display a statement: "Caution— Investigational Device—Limited to Investigational Use" (or similar statement) in prominent size and placement.

It is the responsibility of each exhibitor to comply with FDA regulations. Please contact the Regulatory Affairs Department with any questions on Food and Drug Administration guidelines.

### Food and Drug Administration

Center for Drug Evaluation and Research

DDMAC5901-B Ammendale Rd.

Beltsville, MD 20705-1266

Phone: (301) 796-1200 | Fax: (301) 796-9878





# RULES & REGULATIONS

## **DIRECT SALES ON EXHIBIT FLOOR**

Sales and order taking are permitted provided all transactions are conducted in a manner consistent with the professional nature of the meeting. Products for sale must be the exhibitor's own unaltered products and the products or services must be pertinent to the attendees' professional interest.

AHNS Management reserves the right to restrict sales activities that it deems inappropriate or unprofessional. Exhibitors must comply with all sales tax requirements. Exhibitors selling or taking orders during the meeting must adhere to certain business license, sales, and tax regulations, which vary from state to state.

## **GIFTS AND GIVEAWAYS**

Small token gifts may be distributed with AHNS Management's prior approval. Requests to distribute handout items must be submitted in writing, along with a sample, photograph or description of each item. Please submit all such requests by May 22, 2026 via the Giveaway Notification Form provided in the exhibitor kit.



**Exhibitor application available via this link:**  
[www.ahns2026.org/exhibitor-application](http://www.ahns2026.org/exhibitor-application)



# EXHIBITOR HOSTED EVENTS

## FUNCTION SPACE

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Neither exhibitors nor their representatives may sponsor, host or participate in any educational or marketing activities aimed at meeting registrants other than as part of an official exhibit or meeting program beginning Saturday, July 18 at 8:00 am and ending Wednesday, July 22 at 12:30 pm.

**Exhibitors are prohibited from hosting activities during any official meeting events including educational sessions/courses, exhibit hours, and social events.** Exhibitors may host social events, meetings, or educational activities, with approval by AHNS Management at the following times:

<b>Saturday, July 18, prior to 8:00 am</b>	<b>Monday, July 20, after 6:00 pm</b>
<b>Saturday, July 18, after 5:00 pm</b>	<b>Tuesday, July 21 after 6:30 pm</b>
<b>Sunday, July 19, after 6:00 pm</b>	

All events hosted by exhibitors during nonprogram hours must be cleared through the AHNS office. A completed Function Request Form must be submitted to the AHNS office to obtain space at any of the official hotels. AHNS Management will contact the hotel, which will release the space for exhibitor use. A Function Request Form must be submitted for all events to be held off-site. Function Request Forms will be included in the Exhibitor Confirmation Packet.

## INDUSTRY SUITES:

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A limited number of suites in the Exhibit Hall will be available for exhibitors to utilize for private meetings. The suites will be located on the perimeter of the Exhibit Hall and may be used DURING

EXHIBIT HOURS ONLY. Industry Suites are only available to exhibiting companies. Industry Suites are available in 10'x10' and 10'x20' sizes. Included with each Suite is a hard wall meeting space with lockable door (no ceiling), carpet, and a table and chairs. Space locations will be assigned by the AHNS. *For questions and pricing, please refer to page 17.*

## EXHIBITOR PROGRAMS AND PRESENTATIONS

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Exhibitor presentations may take place during any hours the exhibit hall is open to registrants.

Exhibitor programs or presentations must be confined to the exhibitor's booth space. The sound intensity of such activities, as determined by AHNS Management, must not interfere with the activities of neighboring exhibitors. AHNS Management reserves the right to determine at what point sound constitutes interference with others and whether it must be discontinued. Exhibitors may be sanctioned if appropriate sound levels are not reasonably maintained. Programs or presentations are to be straightforward in nature and must avoid the use of sideshow or theatrical gimmicks. Videos may be shown provided that screens are placed in the rear of the booth to eliminate congestion in the aisles. Any visual or other transmissions from off-site locations, including tele-surgery, require written permission from AHNS Management. *Please contact Jenay Root at [jenay@ahns.info](mailto:jenay@ahns.info) for additional information.*