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ICVM 2023

International Congress of
Vertebrate Morphology
Cairns - QLD - Australia
28 July - 1 August 2023





SESSIONS

SYMPOSIA

SOCIAL EVENTS

The International Society of Vertebrate Morphology (ISVM) promotes international collaboration and cooperation in vertebrate morphology and between vertebrate morphology and other biological sciences. To do so, ISVM sponsors the International Congresses of Vertebrate Morphology (ICVM), an exquisite forum for researchers in vertebrate morphology, engaged in fields as diverse as functional morphology, evo-devo, paleontology, and digital modeling, to name but a few. The broad goal of the congress is to provide an opportunity for interaction, integration, and interfacing. Through a mixture of symposia, workshops, poster sessions and lightning talks, everyone from senior scholars to students shares ideas in an informal and stimulating environment. The next meeting (ICVM-13) will be held in Cairns, Australia at the Cairns Convention Centre from Friday, July 28 to Tuesday, August 1, 2023. For the latest news, please visit the official website at <https://www.isvm-icvm.org/icvm-13>.

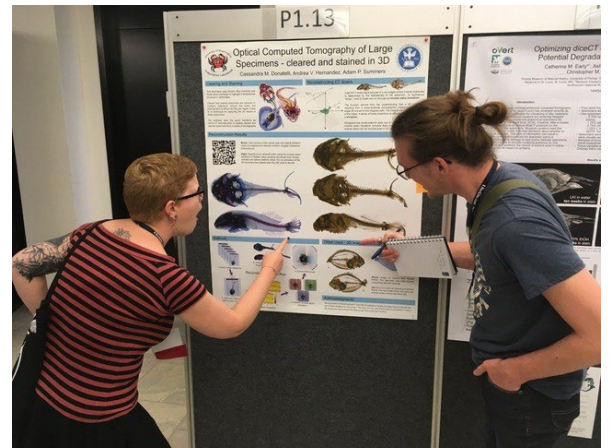
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The last ICVM Congress, ICVM-12, held in Prague, Czech Republic in July 2019, was an overwhelming success, in terms of the quality of the science, the diversity of research questions, and the number of attendants with over 750! A large fraction participated for the first - but certainly not the last - time. Visit the official ICVM Website <https://www.isvm-icvm.org/previous-meetings> to view the programs from the past meetings, the variety of topics covered, and to decide how to participate in ICVM-13!

ICVM meetings bring together the most recognized names in the field.

As a sponsor and/or exhibitor, you can:

- Gain exposure for your business among scientists, researchers, administrators, and educators
- Build lasting relationships with students of all levels (undergraduate, graduate, post-doctorate)
- Enhance your visibility among influential leaders and decision-makers within the field
- Network with more than 400 attendees from over 20 countries
- Stand out with a very high attendee-to-exhibitor ratio (greater than 90:1 in 2019)



Situated on the shores of the Great Barrier Reef and surrounded by the oldest rainforest on earth, the Cairns Convention Centre is conveniently located 10 minutes from the airport with 7,000 hotel rooms within walking distance.



Sponsorship Opportunities

TITLE PARTNERSHIP PACKAGES

PLATINUM - \$5,000

- ✓ One complimentary exhibit table with two full conference registrations
- ✓ Official sponsor of meeting welcome reception, including logo signage recognition
- ✓ Full page advertisement in online program in prominent location
- ✓ Advertisement in ICVM mobile app
- ✓ Program sponsorship acknowledgement
- ✓ Signage at ICVM registration desk with logo
- ✓ Onscreen acknowledgement on sponsor session slide
- ✓ Acknowledgement on ICVM website, in meeting program, mobile meeting app, and in meeting promotional ads and materials

GOLD - \$2,500

- ✓ One complimentary exhibit table with two full conference registrations
- ✓ Official sponsor of refreshment break, including logo signage recognition
- ✓ Full page advertisement in online program in prominent location
- ✓ Advertisement in ICVM mobile app
- ✓ Program sponsorship acknowledgement
- ✓ Signage at ICVM registration desk with logo
- ✓ Onscreen acknowledgement on sponsor session slide
- ✓ Acknowledgement on ICVM website, in meeting program, mobile meeting app, and in meeting promotional ads and materials

SILVER - \$1,750

- ✓ One complimentary exhibit table with one full conference registration.
- ✓ Full page advertisement in online program
- ✓ Advertisement in ICVM mobile app
- ✓ Program sponsorship acknowledgement
- ✓ Signage at ICVM registration desk with logo
- ✓ Onscreen acknowledgement on sponsor session slide
- ✓ Acknowledgement on ICVM website, in meeting program, mobile meeting app, and in meeting promotional ads and materials

BRONZE - \$1,000

- ✓ Full page advertisement in online program
- ✓ Program sponsorship acknowledgement
- ✓ Signage at ICVM registration desk with logo
- ✓ Onscreen acknowledgement on sponsor session slide
- ✓ Acknowledgement on ICVM website, in meeting program, mobile meeting app, and in meeting promotional ads and materials

Contact exhibits@summitexpo.com for more information about sponsorship opportunities.

Sponsorship Opportunities

SINGLE PARTNERSHIPS

Lanyards \$2,500

See your logo on every attendee! Your logo will be screen-printed on the lanyards that are distributed to all attendees to hold their conference badges.

Welcome Reception \$5,000

Sponsor the Welcome Reception and kick-off the meeting with your message. Signage for your organization will be displayed at the reception and acknowledgement in the program

Closing Reception \$2,500

Sponsor the Closing Reception to end the meeting with your message. Signage for your organization will be displayed throughout the reception and acknowledgement in the program.

Coffee Break \$1,500 per break

Provide an upgraded morning or afternoon refreshment break for attendees. Break will include logo signage and acknowledgment in the program.

ICVM Mobile Meeting App Ads \$750

Get visibility where attendees are visiting frequently for information on-the-go. Your ad will appear throughout the ad space featured in ICVM mobile meeting app.

Pre-Event Email Blast \$175

Send a message to all attendees about the services you provide and welcome them to visit your space at the show. Emails will be sent to all registered participants from ICVM with your email content. Availability is limited so reserve today!

Advertising in Online Final Program

Include an advertisement in the program! The final program will be available online in a downloadable format.

Full Page Ad.....\$250.00

Half Page Ad.....\$150.00

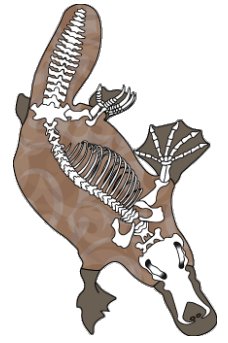
Session Sponsorship \$1,500

The ICVM has a program to assist in symposium presenter travel while offering an opportunity for companies that are interested in promoting specific products/books during the conference.

- Money will be used exclusively to aid symposium presenter travel
- Sponsor a morning or afternoon session
- Company/product identification and student support announced alongside student name, affiliation, and presentation title
- Sponsorship acknowledgment in the program book for that session
- Advertisement in the online program book at a 50% discounted price

Sponsorships are limited so contact exhibits@summitexpo.com for more information about sponsorship opportunities.

Exhibitor Opportunities



Exhibitor Fees*:

Early Commitment Exhibitor (on or before 3/15/23)	\$795
Standard Exhibitor Rate (after 3/15/23)	\$895
Professional Scientific Society / Non-profit **	\$500

*All charges will be made in US Dollars

**Rate available only for non-profit charitable organizations. A letter of status must be sent to exhibits@summitexpo.com

Exhibitor Package Includes:

- ✓ Draped table with two chairs
- ✓ Identification sign with organization name at each table
- ✓ One complimentary full-meeting registration per exhibit table allowing staff to attend the scientific program
- ✓ Additional exhibits-only registrations may be purchased for \$100 per person for booth staff but does not allow access to the program and sessions
- ✓ Company description and contact information in online program book and available online (due by May 1, 2023)
- ✓ Access to discounted hotel rates via conference website

EXHIBIT SCHEDULE*

MOVE IN	
Friday, July 28	12:00 pm – 4:00 pm
EXHIBIT HOURS*	
Saturday, July 29	9:00 am - 4:00 pm
Sunday, July 30	9:00 am - 4:00 pm
Monday, July 31	9:00 am - 4:00 pm
Tuesday, August 1	9:00 am - 4:00 pm
BREAK DOWN	
Tuesday, August 1	4:00 pm – 6:00 pm
Meeting ends Tuesday, August 1	

Academic Displays

Part of a college or university and interested in recruitment?

This year we will have special exhibit opportunities for educational institutions to promote their academic programs.

The society is offering tabletop exhibits for \$200 to qualifying universities and colleges in order to promote their academic programs. The tables do not need to be manned so that staff can attend sessions. Promotional brochures and materials can be placed on the table for students to learn more about the institution.

Each tabletop will include an identification sign with institution name, listing in the program and mobile meeting app.

Please note that meeting registration is **NOT** included with the Academic displays.

2023 ICVM Exhibit/Sponsorship Contract

ORGANIZATION INFORMATION

Company Name _____
Address _____
City _____
State _____ Postal _____ Country _____
Phone _____
Website _____
Pre-Event Contact Name _____ Phone _____ Ext. _____

Pre-Event Contact Email _____
(All exhibitor communications will be emailed to the pre-convention contact)

EXHIBIT SPACE

Exhibitor Booth Fees: (rates per exhibit table)

Early Commitment Exhibitor (on or before March 15, 2023)	\$795	\$ _____
Standard Exhibitor Rate (after March 15, 2023)	\$895	\$ _____
Professional Scientific Society / Non-profit	\$500	\$ _____
Academic Display	\$200	\$ _____

SPONSORSHIP

Sponsorship/Advertising Item	Amount
_____	\$ _____
_____	\$ _____

COMPANY LISTING

Please submit your Company's 50-word description by June 1, 2023, for inclusion in the Final Program electronically by using the [Exhibitor Listing Form](#)

PAYMENT INFORMATION

Submit the signed contract to exhibits@summitexpo.com
Full payment must be received by May 1, 2023, in order to be included in the Final Program.
All prices are listed in United States Dollars.

Preferred method of payment:

Company Check Credit Card Wire Transfer

Upon receipt of this form, an invoice will be sent. If paying by credit card a secure payment link will also be included.

Checks are to be in US Dollars only and drawn on US Banks. Make checks payable and mail to:
Burk & Associates Meetings, LLC
950 Herndon Parkway, Suite 450
Herndon, VA 20170

AGREEMENT

I have read, understood and agree to abide by this and the entire set of Rules & Regulations of the International Society of Vertebrate Morphology (ISVM). I understand that failure to adhere to the Rules & Regulations may impact upon our ability to participate in this and future ICVM Meetings. I have the authority to sign this application on behalf of the organization exhibiting.

Signature of Representative _____ Date _____

Submit both pages of signed contract to: exhibits@summitexpo.com

Rules and Regulations

1. Location, Dates, and Hours of Exhibit: The Exhibition will be held at the Cairns Convention Center exhibit area will be open free of charge to the meeting registrants as follows: Saturday, July 29 – Tuesday, August 1. These hours are subject to change as dictated by program requirements.
2. Installation and Dismantling: Booths will be accessible to Exhibitors for setting up displays from 12:00 pm – 4:00 pm Friday, July 28 and are to be ready for display by Saturday, July 29 by 9:00 am. Packing and removal is from 4:00 pm – 6:00 pm, Tuesday, August 1.
3. All booth personnel must register using the exhibitor reservation form. One registrant per table is included and these registrants may attend sessions. Each additional booth personnel must register as “Exhibits Only” for an additional \$100, which does not allow access to the sessions.
4. Standard Booth Equipment: Standard booth equipment consists of one draped table and two chairs. These are included in the booth charge. A sign with one line of black copy for identification is furnished for the table.
5. Space assigned to an Exhibitor may be transferred by the Exhibit Manager to affect balance against congestion, to avoid confusion in firm names, to solve competitive conditions, or similar reasons. No such transfer will be made without notice to Exhibitor in writing. An Exhibitor may not share or sublet space to another party. One Exhibitor may not exhibit the named “end product” of another Exhibitor without permission of that Exhibitor and the Exhibit Manager in writing.
6. General Regulations: Loud speaking sound displays are prohibited. The Society reserves the right to refuse any exhibit not in good taste or inconsistent with a meeting of this kind.
7. Exhibitor will be responsible for any business license required by Cairns. Exhibitor will be responsible for sales tax owed to Cairns, on any transactions made on the show floor. No exhibitor will be permitted to give away premium items, nor to conduct any prize drawings, awards for signing of names and addresses, or other extreme promotions without first obtaining written permission from the Exhibit Manager.
8. Photographing booths is limited to non-exhibit hours or candid shots only. Exhibitors and photographers shall not disrupt visitor traffic by clearing booths or aisles for photography during the regular conference hours.
9. All exhibit and booth materials, particularly drapes, curtains, table covers, etc. must comply with Federal, State and City Fire Laws, Insurance Underwriter and Venue Safety Regulations, and must be flame-proof. All packing containers, excelsior and similar materials are to be removed from the exhibition area upon completion of the booth arrangement. The Exhibitor is restricted to materials which will pass fire inspection. Decorations of paper, pine boughs, leafy decorations or tree branches are prohibited. Volatile or flammable oils, gases, unprotected picture films, other explosives or flammable matter, or any substance prohibited by the City Departments or authorities will not be permitted in the exhibition areas. Likewise, all electrical wiring must be approved and installed in accordance with State and Local Regulations. Smoking in exhibits may be prohibited. Crowding will be restricted. Aisles and fire exits cannot be blocked by exhibits.
10. In their own best interest, and for security, Exhibitors shall keep an attendant in their own booths during all exhibit hours. No exhibit may be dismantled before the specified time, nor may any part of the exhibit or equipment be removed, once it has been set up, without permission of the Exhibit Manager.
11. Due to the tremendous value of exhibits, it is impractical and impossible to insure Exhibitor's equipment against loss, theft, damage and breakage. Neither the Venue nor any of its employees, nor representatives, nor any representatives of the International Society of Vertebrate Morphology, nor Burk and Associates Meetings, Inc., nor Summit Exposition LCC or any subcontractor will be responsible for any injury, loss or damage to the Exhibitor, the Exhibitor's employees or property, however caused. In addition, the Exhibitor must assume responsibility for damages to the Venue's property and indemnify and hold harmless the Venue from liability, which might ensue from any cause, whatsoever, including accidents or injuries to Exhibitors, their agents or employees. The Exhibitor must also assume responsibility for any accident, injury or property damage to any person viewing their exhibit where such accident, injury or property damage is caused by the negligence of the Exhibitor, their agents or employees. In view of the foregoing, Exhibitors are urged to place “extraterritorial” and other coverage on equipment and exhibits and arrange for extended public liability insurance with their regular insurance carrier, particularly if they are conducting experiments or demonstrations using heat or high voltage.
12. The International Society of Vertebrate Morphology, and the Exhibit Manager, Summit Exposition LLC, for the meeting will cooperate fully, but cannot assume responsibility for damage to Exhibitor's property, lost shipments either coming in or going out of the premises or for moving costs. Any damage due to inadequately packed property is Exhibitor's own responsibility. If exhibit fails to arrive, Exhibitor will be, nevertheless, responsible for booth rent and no refund will be made. Exhibitors should carry insurance against such risks.
13. Exhibitors wishing to have Hospitality Suites must reserve them through the Exhibit Manager. Such Suites cannot be open during any Meeting or Exhibit Hours and can be open after midnight only with Exhibit Manager's permission.
14. The Exhibit Management will attempt to assist and generally protect Exhibitors, keep them informed and will assume responsibility for its own misconduct and negligence all in good faith.
15. Rejected Displays: Unethical conduct or infraction of rules on the part of the Exhibitor or his representatives or both will subject the Exhibitor or his representatives to dismissal from the exhibit area, in which event it is agreed that no refund shall be made and further that no demand for redress will be made by the Exhibitor or his representatives. Alcoholic beverages may not be distributed from any booth, its attendees or company representative.
16. Care of Building and Equipment and Safety Precautions: Exhibitors, or their agents, must not injure or deface the walls or floors of the building, the booths, or the equipment in the booths, when such damage appears, the Exhibitor is liable to the owner of the property so damaged.
17. The products and services to be exhibited must be pertinent to the technical scope and purpose of the meeting. Changes to the products and services are to be forwarded to ICVM in writing by February 1, 2023 and are subject to review by the Executive Committee. No changes are accepted afterwards.
18. Cancellation Policy: If the space/sponsorship contracted for is canceled by an exhibitor after March 1, 2023, or if the exhibitor fails to occupy space contracted for ICVM is entitled to the full amount of the booth space/sponsorship charge. If the space/sponsorship reserved is canceled by the exhibitor on or before March 1, 2023, 50% of the fee will be retained by ICVM and the balance refunded. If booth space is not occupied by 9:00 am Saturday, July 29, 2023, ICVM will have right to use such space as it sees fit to eliminate blank spaces in the exhibit area.
19. Amendment to Rules: Any and all matters or questions not specifically covered by the preceding Rules and Regulations shall be subject solely to the discretion of the International Society of Vertebrate Morphology. The foregoing regulations have been formulated for the best interests of all Exhibitors; the cooperation of all Exhibitors is requested.

Contact Us



We are happy to discuss your business goals and help you select the opportunities that will maximize your success at the 2023 ICVM Annual Meeting.

We encourage you to contact us at exhibits@summitexpo.com

Reserve your booth and sponsorship today!

