

Important Dates / Deadlines

Application and deposit for exhibit space due	May 18, 2008
Last day to cancel with full refund less 15%	March 18, 2008
Exhibitors' Service Kit mailed / faxed	April 18, 2008
Full booth payment due	May 18, 2008
Notification of Space Assignment	May 18, 2008
Approval of promotional items	May 18, 2008
Notification for use of nonofficial contractor and proof of insurance	May 18, 2008
Exhibitor booth personnel badge form due	May 27, 2008
Advance registration confirmation	May 27, 2008
Exhibitor installation (8 am – 6 pm)	June 18, 2008
Exhibitor registration open (6 pm – 7 pm)	June 18, 2008
Exhibits open	June 19-21, 2008
Exhibits close and dismantle at 3 pm	May 21, 2008

Cancellation policy

To cancel your booking and receive a refund, a written request must be received until March 18, 2008 at the ISC Executive Office.

Cancellation requests received by this date will receive a refund less 15% of the sponsor/exhibitor package costs. Refunds will be processed after the congress. All requests received after March 18, 2008 will forfeit 100% of monies part.

No refund will be given for any congress events or services that the exhibitors chooses at their own discretion not to attend.