



American
Association of
Neurological
Surgeons

and the American Association of Neurosurgeons

2010 AANS Annual Meeting Important Dates

September 8, 2009

Housing reservations open online for contracted companies requiring 40 or more rooms peak night.

October 1, 2009

The following will be available via Exhibitor's Corner:

- * Booth Confirmation Letters
- * Function Space Request Forms

October 20, 2009

* Commercial Support Applications Due (First-Right-of-Refusal)

Those who supported an activity in 2009 are given first-right-of-refusal of that item, until October 20, 2009. On October 21, 2009, all non-committed activities will return to inventory. All applications may be submitted online via Exhibitor's Corner only (see instructions on previous page). Payment in full is required no later than 10 business days after contract submission.

November 2, 2009

Deadline for Housing Reservations for companies requiring 40 or more rooms peak night.

November 2, 2009

* Housing Reservations - Online housing available at www.AANS.org in the Annual Meeting section.

* Advance Badge Registration—Online registration available at www.AANS.org in the Annual Meeting section.

November 21, 2009

* Commercial Support Applications Due (Post First-Right-of-Refusal Deadline)
All applications may be submitted online via Exhibitor's Corner only (see instructions on previous page). Payment in full required no later than 10 business days after contract submission.

November 20, 2009

* Final Booth Payments Due—Pay online at Exhibitor's Corner or send a check per instructions on page 9 on of the exhibitor prospectus.

January 7, 2010

— Function Space Requests Due — Fees may apply. Late requests will be accepted and assigned if space is available.

Mid-January, 2010

Preliminary Program available online at www.AANS.org in the Annual Meeting section.

Late-January, 2010

Exhibit Services Kits emailed to the key contact for each exhibiting company and posted online at www.AANS.org in the Annual Meeting section.

February 1, 2010

Island booth drawings must be submitted to Show Management no later than this date. Submit your drawings to the Exhibits Manager for review and approval: kjs@aans.org.

Mid-February, 2010

Function Space Requests Confirmed.
Direct all questions to the Education and



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Meetings Department at: (847) 378-0500.

Fax: (847) 378-0652

exhibitors@aans.org

February 26, 2010

* Insurance Certificates Due—

Independent contractors are required to submit a certificate of insurance by this date.

* Exhibit Appointed Contractor Forms Due (available in the online Exhibit Services Kit at www.AANS.org in the Annual Meeting section).

March 1, 2010

*Housing deadline for all exhibitors.

*Advance Badge deadline for all exhibitors

March 5, 2010

Booth drawings returned to island booth exhibitors, noting required adjustments or approval.

April 9, 2010

* Advance Badge Registration Due—
Submit online via Registration and Housing Web site link available online at www.AANS.org in the Annual Meeting Section. Company personnel must be registered by this date to avoid paying late registration fees.

KEY CONTACTS

Questions? Contact the following:

Exhibit Space, Commercial Support, Exhibit Operations

AANS Exhibits Manager

Phone: (847) 378-0552

Function Space

Education and Meetings Department

Phone: (847) 378-0536

Pre-Registration or Full Membership Mailing Lists

Order form available online at

<http://www.aans.org/membership/>

Member Services

Phone: (847) 378-0539

Decorator Services

FREEMAN

909 Newark Turnpike

Kearny, NJ 07032

Phone: (201) 246-2160

Fax: (201) 998-7810

Email:

freemanNewYorkES@freemanco.com

Facility

Pennsylvania Convention Center

1101 Arch Street

Philadelphia, PA 19107

Phone: (215) 418-4700

Fax: (215) 418-4747

AANS

5550 Meadowbrook Drive

Rolling Meadows, IL 60008-3852

Phone: (888) 566-AANS (2267)

or (847) 378-0500 (International)