

# 2008 North American Table Top Exhibit Order Form

1. Only one exhibiting company per table will be authorized. Each individual company must have a separate table. Subletting of space will not be allowed.
2. Exhibits must be staffed at all times during exhibit hours. Exhibits may be staffed by a maximum of two representatives at a time from each company. Exhibitors may not take down displays before closing hours.
3. Exhibits should be as simple as possible and must conform to the following:
  - The entire exhibit must be confined to the top of the table only (nothing will be allowed to hang off, be located underneath, behind, in front or along side of the table).
  - The maximum height including lights, signs, etc., of any display shall be 60 inches from the top of the table.
  - The maximum width of any display shall be 72 inches. Displays must not overhang the top of the table.
  - Only static displays are acceptable. No operating machinery (unless it can fit on the top of the table and is unobtrusive) of any type will be allowed (excluding computer terminals and video monitors).
4. ISPE reserves the right to restrict table top exhibits which are objectionable because of size, noise, glaring or flashing lights, method of operation, or any other reason and, therefore, to prohibit or evict any exhibitor who, in the opinion of ISPE, may detract from the overall good of the exhibit. This reservation includes person, conduct, printed matter or anything ISPE judges to be objectionable.
5. Any failure to comply with the above restrictions shall result in exclusion from participation in future ISPE table top exhibits.

Our company and its representatives agree to abide by the ISPE table top restrictions.

\_\_\_\_\_  
Authorized Company Signature

\_\_\_\_\_  
Name Printed

THIS FORM WILL NOT BE ACCEPTED WITHOUT AN AUTHORIZED SIGNATURE.

## North American Table Top Registration Form

Please indicate at which event(s) you would like to exhibit, and return this completed form with payment to ISPE Headquarters. Returning this form does not guarantee a table.

- Conference on Manufacturing Excellence, Tampa, Florida, 25-28 February 2008 (exhibits 25-27 February) \$2,100
- Washington Conference, Arlington, Virginia, 2-5 June 2008 (exhibits 2-4 June) \$2,100
- Annual Meeting, Boca Raton, Florida, 26-29 October 2008 (exhibits 26-28 October) \$2,750

### CONTACT DETAILS

Name of Company Wishing to Exhibit \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Web Address \_\_\_\_\_

Please send form to:

Dave Hall or Karen Newhouse, ISPE Headquarters, 3109 W. Dr. Martin Luther King, Jr. Blvd., Suite 250, Tampa, FL 33607 US  
Tel: +1-813-960-2105, Fax: +1-813-264-2816, E-mail: [dhall@ISPE.org](mailto:dhall@ISPE.org), [knewhouse@ISPE.org](mailto:knewhouse@ISPE.org)  
[www.ISPE.org](http://www.ISPE.org)

### PAYMENT METHOD

Registrations will not be accepted without payment or credit card information. Please contact ISPE regarding wire transfers.

Check # \_\_\_\_\_ enclosed payable to ISPE (must be in US Dollars, drawn on a US bank) in the amount of \$ \_\_\_\_\_

Bill My Credit Card - circle type:

VISA  MASTERCARD/EUROCARD  AMEX

\_\_\_\_\_  
CARD NUMBER

\_\_\_\_\_  
EXPIRATION DATE

\_\_\_\_\_  
NAME OF CARDHOLDER (AS IT APPEARS ON CARD)

\_\_\_\_\_  
CARDHOLDER SIGNATURE

**Please send this form with payment to:**

ISPE Headquarters  
3109 W. Dr. Martin Luther King, Jr. Blvd., Suite 250  
Tampa, FL 33607 US  
Tel: + 1-813-960-2105, Fax: +1-813-264-2816  
[www.ISPE.org](http://www.ISPE.org)  
FEI #59-2009272





## Company Contact and Information

Name: \_\_\_\_\_  
Title/Position/Department: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

## ISPE Photo Release

I \_\_\_\_\_ (*please print your name*) on behalf of \_\_\_\_\_ (*please print company name*) grant ISPE permission to record and/or copy my image, and I grant ISPE all rights to use these still, or moving images in any medium for education, outreach, promotional, or archival activities and other purposes of trade without limitation and/or compensation. This authorization includes permission to edit, but not alter the meaning or original context. I hereby waive any right to inspect or approve the finished photograph or advertising copy or printed matter that may be used in conjunction therewith or to the eventual use that it might be applied. By signing this authorization and release, I hereby exempt ISPE, its staff, Board and Advisory Board, or its agents from any and all liability resulting from said use.

Check One

Use without restriction

Use subject to the following restrictions:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Company Contact

Name: \_\_\_\_\_ Company: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone: \_\_\_\_\_

## Specifications

Please indicate how equipment or process in photo is utilized by industry (please be as clear as possible and indicate topical area(s) using choices below):

- |   |  |
|---|--|
| <input type="checkbox"/> New Technologies/Hot Topics                              | <input type="checkbox"/> Maintenance   |
| <input type="checkbox"/> API Manufacturing  | <input type="checkbox"/> Materials Management                                      |
| <input type="checkbox"/> Auditing   | <input type="checkbox"/> Medical Devices   |
| <input type="checkbox"/> Analytical Equipment                                     | <input type="checkbox"/> Microbiology  |
| <input type="checkbox"/> Automation   | <input type="checkbox"/> Nutraceuticals/Nutritionals                               |
| <input type="checkbox"/> Barrier Isolation  | <input type="checkbox"/> Operations/Manufacturing                                  |
| <input type="checkbox"/> Bioprocess Manufacturing                                 | <input type="checkbox"/> Oral Solid Dosage Manufacturing                           |
| <input type="checkbox"/> Calibration/Measurement                                  | <input type="checkbox"/> Packaging/Filling/Labeling/Warehousing                    |
| <input type="checkbox"/> Cleaning/Cleaning Validation                             | <input type="checkbox"/> Pilot Plants  |
| <input type="checkbox"/> Clinical/Investigational Products Trials & Manufacturing | <input type="checkbox"/> Plant Engineering   |
| <input type="checkbox"/> Commissioning & Qualification                            | <input type="checkbox"/> Potent Compounds Containment                              |
| <input type="checkbox"/> Containment  | <input type="checkbox"/> Process Analytical Technology                             |
| <input type="checkbox"/> Disposables  | <input type="checkbox"/> Process Control/Automation                                |
| <input type="checkbox"/> Research and Development                                 | <input type="checkbox"/> Process Design  |
| <input type="checkbox"/> Facilities Design  | <input type="checkbox"/> Process/Product Development                               |
| <input type="checkbox"/> GAMP   | <input type="checkbox"/> Project Management  |
| <input type="checkbox"/> GMPs   | <input type="checkbox"/> Quality Assurance/Control                                 |
| <input type="checkbox"/> Health/Safety/Environmental                              | <input type="checkbox"/> Regulatory Affairs/Compliance                             |
| <input type="checkbox"/> Human Blood & Tissue Processing                          | <input type="checkbox"/> RFID  |
| <input type="checkbox"/> Human Resources  | <input type="checkbox"/> Software  |
| <input type="checkbox"/> HVAC   | <input type="checkbox"/> Statistics/Design of Experiments                          |
| <input type="checkbox"/> Information Technology                                   | <input type="checkbox"/> Sterile Products Processing & Manufacturing/Sterilization |
| <input type="checkbox"/> Instruments and Controls                                 | <input type="checkbox"/> Technology Transfer                                       |
| <input type="checkbox"/> Investigational Products                                 | <input type="checkbox"/> Training  |
| <input type="checkbox"/> Laboratory Facility Design                               | <input type="checkbox"/> Validation & Process Control                              |
| <input type="checkbox"/> Laboratory Operations                                    | <input type="checkbox"/> Waste Management  |
| <input type="checkbox"/> Logistics/Supply Chain Management                        | <input type="checkbox"/> Water/Steam Systems                                       |
| <input type="checkbox"/> Lyophilization   |  |

### Please sign and return to:

Valerie Adams, ISPE Headquarters

Mail: 3109 W. Dr. Martin Luther King Jr. Blvd., Suite 250, Tampa, FL 33607 USA

Tel: +1-813-960-2105 Fax: +1-813-264-2816

E-mail: vadams@ispe.org