

ALLIED FUNCTION SPACE REQUESTS

Function space has been reserved for exhibitor/allied events at the Metro Toronto Convention Centre and the Fairmont Royal York Hotel. Functions must be scheduled so as not to conflict with the official AATS program. Staff meetings, only, may occur on Sunday, May 2, 2010 during AATS programming. Any industry sponsored meeting or event that is by invitation only, held in a private room in the designated city during AATS dates must be approved by show management and will be assessed a fee. Dinners for 10 people or less that do not involve a presentation of any kind will not be assessed a fee. Please refer below to determine the type of function you intend to hold and the corresponding pricing:

<u>Event Type</u>	<u>Number of People</u>	<u>Industry</u>	<u>Non-Profit</u>
<u>Event/ Meeting *</u>	Less than 50 pp	\$1000	\$250
<u>Event / Meeting *</u>	Between 50 and 100 pp	\$1500	\$250
<u>Event/ Meeting *</u>	100pp or more	\$15,000	\$250
<u>Investigator's Meeting</u>	Must be 20 pp. or less	\$500	\$250
<u>Focus Group</u>	Must be 20 pp. or less	\$500	\$250
<u>Committee Meeting</u>	Must be 20 pp. or less	\$500	\$250
<u>Hospitality Room</u>	Must be 50 pp. or less	\$1,000 / per day	\$250
<u>Staff Meeting</u>	(On Sunday only)	\$ 500 / per day	\$250

*** Events/ Meetings held offsite will also be charged same amount**

<u>2010 Dates</u>	<u>Function Times</u>
Friday, April 30	8:00 am - 8:00 pm
Saturday, May 1	after 6:00 pm
Sunday, May 2	before 8:00 am after 7:00 pm
Monday, May 3	before 7:30 am after 6:00 pm
Tuesday, May 4	before 6:30 am or between 5:00 and 6:30pm
Wednesday, May 5	after 12 Noon

NOTE:Dates/times listed are established to avoid conflict with the Annual Meeting program. Any exhibiting company which does not adhere to the guidelines will risk loss of priority points. Schedule is subject to change based on the final program.

Please complete the Function Room Request Form and return with full payment to:

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 Beverly, MA 01915 USA