

July 7, 2006

Dear Exhibitor,

We are pleased to announce the 4<sup>th</sup> Northern Lights Fall Conference that will be hosted at the Ottawa Congress Centre from October 10 - 13, 2006. This is the 50<sup>th</sup> Annual Meeting of the Canadian Federation of Biological Societies (CFBS), and will be entitled "Infection & Immunity". CFBS Scientific Exhibits will be held on Wednesday & Thursday October 11 & 12, 2006.

The exhibits form an integral part of the educational experience for the delegates, and provide a mutually beneficial opportunity to showcase your products and interact with the researchers. The exhibitor fees are used to help finance the symposia and together with your displays are valued contributions to a successful conference. We will insert your company logo, name and brief information in the Program & Proceedings Book, CFBS website and acknowledge you on the Meeting Folder. We will create a link to your website on the conference website with a flashing logo and company information. Please email me a low and high resolution files of your logo in JPEG format and a brief company information as soon as you send your reservation form with payment.

The conference will be attended by 400-500 life science research scientists from across Canada and abroad. Please find attached a letter size poster that includes program information. At the last coffee break on Thursday door prizes will be handed by exhibitors' representatives to those who visited 90% of the displays. Please contact me with a list of the prizes you would like to provide.

In addition to the symposia, there will be daily poster sessions featuring a wide range of life science research. **Participating exhibitors are encouraged to invite laboratory supervisors and staff to the exhibits area "Congress Hall"** while the scientific sessions are being held. This capitalizes on the close proximity of several universities and research institutes. Please check our website for time and dates, no tickets are required to attend the trade show.

The exhibits will be hosted together with the poster sessions and food services in Congress Hall, which is ideally suited for exhibition space, posters, coffee breaks and lunches, and provides an excellent environment for exhibitors and delegates to meet. The symposia will be at Capital Hall.

We encourage you to take advantage of the early registration discount fees, other services and marketing opportunities that the CFBS offers which are listed on the reservation form. Further information about the exhibits, CFBS, its constituent societies, the annual meeting, and online forms can be accessed from the CFBS web site ([www.cfbs.org](http://www.cfbs.org)). Please contact me if you need additional information, or have any suggestions, questions, or alternative requirements.

Yours truly,  
Mrs. Wafaa H. Antonious,  
Manager, Administration & Planning  
Canadian Federation of Biological Societies  
305 – 1750 Courtwood Crescent  
Ottawa, ON K2C 2B5  
Tel: 613 225 8889 Fax.: 613 225 9621  
Email: [Wantonious@cfbs.org](mailto:Wantonious@cfbs.org)

*CFBS the Voice for Life Sciences in Canada \*\* FCSB la voix des sciences de la vie au Canada*

**INVITATION TO EXHIBIT**  
**CANADIAN FEDERATION OF BIOLOGICAL SOCIETIES' ANNUAL MEETING**  
**4<sup>th</sup> Northern Lights Fall Conference**

**Ottawa Congress Centre**  
**Ottawa, Ontario, Canada**

**October 10 – 13, 2006**

**GUIDELINES AND REGULATIONS FOR EXHIBITORS**

**DATES:**

*Scientific Exhibits:* Wednesday & Thursday October 11 & 12, 2006

**Place:**

Ottawa Congress Centre  
55 Colonel By Drive  
Ottawa, Ontario  
K1N 9J2, Canada

**BOOTH SIZE:**

*Scientific Exhibits:* 10' x 10' draped booth with 8' high back wall and 3' high side rails.

**EQUIPMENT SUPPLIED:**

*Scientific Exhibits:*

- 1) 10' x 10' draped booth with 8' high back wall and 3' high side rails.
- 2) One 8' skirted table with vinyl top
- 3) Two white folding chairs
- 4) One waste paper basket
- 5) One 1500W duplex power outlet

**RESERVATION OF EXHIBIT SPACE:**

- 1) Full payment must be forwarded with the application form.
- 2) Allocation of space will be done by the Organizing Committee who will do its best to comply with exhibit space requests **based on the order in which they are received.**
- 3) Each and all of the regulations shall become part of the lease contract between the CFBS, the Ottawa Congress Centre and the Exhibitor.
- 4) Early Reservation: Before September 10, 2006  
Late Reservation: After September 10, 2006  
**Reservation deadline: September 25, 2006.**
- 5) **Refund Policy:** An administrative fee of \$100 will be withheld for any cancellation prior to September 10, 2006. No refunds will be allowed for cancellations received after September 10, 2006. Requests for refunds must be made in writing together with the original registration receipt.

**Further guidelines and information are available on the CFBS website:**  
**<http://www.cfbs.org/annual50-exhibitorsreg.html>**

## CONCERNS & INQUIRIES

You are invited to address special concerns to the CFBS office, tel., (613) 225-8889, fax. (613) 225-9621, email: [Wantonious@cfbs.org](mailto:Wantonious@cfbs.org)

*For more information on the Canadian Federation of Biological Societies, please check our website at [WWW.CFBS.ORG](http://WWW.CFBS.ORG). Electronic version of this guide and forms are available on the CFBS website.*

## CFBS CONSTITUENT SOCIETIES

### Constituent Societies

Canadian Physiological Society (CPS)  
Pharmacological Society of Canada (PSC)  
Canadian Association of Anatomists  
Neurobiologists and Cell Biologists (CAANCB)  
Canadian Society for Nutritional Sciences (CSNS)  
Society of Toxicology of Canada (STC)  
Biophysical Society of Canada (BSC)  
Canadian Council of University  
Biology Chairs (CCUBC)  
Canadian Society for Exercise Physiology (CSEP)  
Canadian Society of Immunology (CSI)  
The Society for Life Sciences (SLS)

### Supporting Societies

Canadian Society for Biochemistry,  
Molecular and Cellular Biology (CSBMCB)

### Affiliated Societies

Canadian Society of Zoologists (CSZ)

### Sociétés constituantes

Société canadienne de physiologie (SCP)  
Société de pharmacologie du Canada (SPC)  
Association canadienne d'anatomie, de Neurobiologie  
et de biologie cellulaire (ACA)  
Société canadienne des sciences de la nutrition (SCSS)  
Société de toxicologie du Canada (STC)  
Société biophysique du Canada (SBC)  
Conseil universitaire des directeurs de biologie  
du Canada (CUDBC)  
Société canadienne de Physiologie de l'Exercice (SCPE)  
Société canadienne d'Immunologie (SCI)  
La société pour les sciences de la vie (SSV)

### Sociétés Soutenue

Société canadienne de biochimie et de  
biologie moléculaire et cellulaire (SCBBMC)

### Sociétés Affiliée

Sociétés canadienne de zoologie (SCZ)

## HOTEL INFORMATION

Hotels blocked are within walking distance of the Ottawa Congress Centre. **All hotel reservations for the Lord Elgin and the Novotel Hotels must be made online or through Hudson Travel Group as they are managing the room blocks .**

For those that do not have internet access they can call or e-mail Hudson Travel Group to arrange for their accommodations.

For online registration or hotel accommodation assistance, please contact Jane Gravel by **e-mail** at [jgravel@htg.ca](mailto:jgravel@htg.ca) or by **telephone** at 1-877-880-1502 ext 300.

Reservation can be made directly from the CFBS website: “[www.cfbs.org](http://www.cfbs.org)”, “Accommodation” page. Hotel information, rates and special feature are available on the CFBS website.

## **INVITATION TO PRESENT TECHNICAL TUTORIALS**

**AT THE  
4<sup>th</sup> Northern Lights Fall Conference**

**October 10 - 13, 2006**

**Ottawa Congress Centre  
Ottawa, Ontario  
Canada**

Technical Tutorials may be organized as special seminars or as hands-on workshops to demonstrate particular equipment or techniques.

A room with minimum capacity of 50 person, theatre style set up, is offered for a \$250 + 15.00 GST (235.00 US) fee to companies that also have a booth in the Congress Hall. Companies that do not have a booth will be charged a fee equal to that for a single booth. Expenses for specialized electrical or other requirements are to be borne by the Tutorial organizer, your requirements can be conveyed to Mrs. Wafa Antonious.

If your firm would like to sponsor a Technical Tutorial, or if you have any questions concerning their organization, please contact:

Mrs. Wafaa Antonious  
Canadian Federation of Biological Societies  
305-1750 Courtwood Crescent  
Ottawa, Ontario, K2C 2B5, Canada  
Phone: 613-225 - 8889  
Fax: 613-225 - 9621  
Email: Wantonious@cfbs.org

Please note this is on a first come first served basis.

**Deadline for announcements in the Program and Proceedings Book:  
September 25, 2006**

# SCIENTIFIC EXHIBITS RESERVATION FORM

Reservation Deadline: September 25, 2006

CFBS 50<sup>TH</sup> Scientific Conference  
4<sup>th</sup> Northern Lights Fall Conference

Organized by:  
CANADIAN FEDERATION OF BIOLOGICAL SOCIETIES (CFBS)

October 10 - 13, 2006  
Ottawa Congress Centre  
Ottawa, Ontario, Canada

Guidelines, Program Information & Electronic form are available on the CFBS website: [www.cfbs.org](http://www.cfbs.org)

I, the undersigned, do hereby agree to the terms and conditions as outlined in the Guidelines for exhibitors.

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

Contact: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal/Zip: \_\_\_\_\_

Telephone: Business ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_ Company Web. Address: \_\_\_\_\_

Booth Number(s): First Choice: \_\_\_\_\_ Second Choice: \_\_\_\_\_ Third Choice: \_\_\_\_\_

Additional Needs for Booth or Electric Supply: \_\_\_\_\_

Only Canadian Companies pay 6% GST

GST Registration No. R 100 763 994

	Please Check	Canadian Company Canadian Funds	US Company US Funds
1 <sup>st</sup> booth: Early Reservation, before Sept. 10, 06		1,450.00 + 87.00 (GST)= \$1537.00	1320.00
1 <sup>st</sup> booth: Late Reservation, after Sept. 10, 06		1,550.00 + 93.00 (GST)= \$1643.00	1410.00
Additional booth(s): # of additional booth(s):		1,000.00 + 60.00 (GST)= \$1060.00	910.00
Publishing Companies Early Reservation		725.00 + 43.50 (GST)= \$768.50	680.00
Publishing Companies Late Reservation		825.00 + 49.50 (GST)= \$874.50	760.00
Technical Tutorial		250.00 + 15.00 (GST)= \$265.00	235.00
Meeting Folder Inserts		250.00 + 15.00 (GST)= \$265.00	235.00
<b>TOTAL ENCLOSED</b>		\$ Cdn.	\$ US

The CFBS will do its best to comply with the above choices on a **FIRST COME FIRST SERVED** basis. Applications can be accepted only if accompanied by the full fee. Please make all cheques payable to **Canadian Federation of Biological Societies**. A copy of this contract and an official receipt will be sent to the contact name on the form. **We will create a link to your web site and put your company name, logo and brief information on our web as the 4<sup>th</sup> Northern Lights Fall Conference Exhibitor once the form and payment are received.** CFBS is providing an opportunity to the Exhibitors, for a fee of \$250.00 + GST, to include maximum of two page back to back company information in the Meeting folder that will be distributed to all registrants, speakers and exhibitors. Exhibitors should forward the meeting inserts to the CFBS Office, before September 30, 2006. Please include **FULL PAYMENT** and return to:

CANADIAN FEDERATION OF BIOLOGICAL SOCIETIES (CFBS)

305 - 1750 Courtwood Crescent

Ottawa, Ontario, Canada, K2C 2B5

Attention: Ms. Wafaa H. Antonious

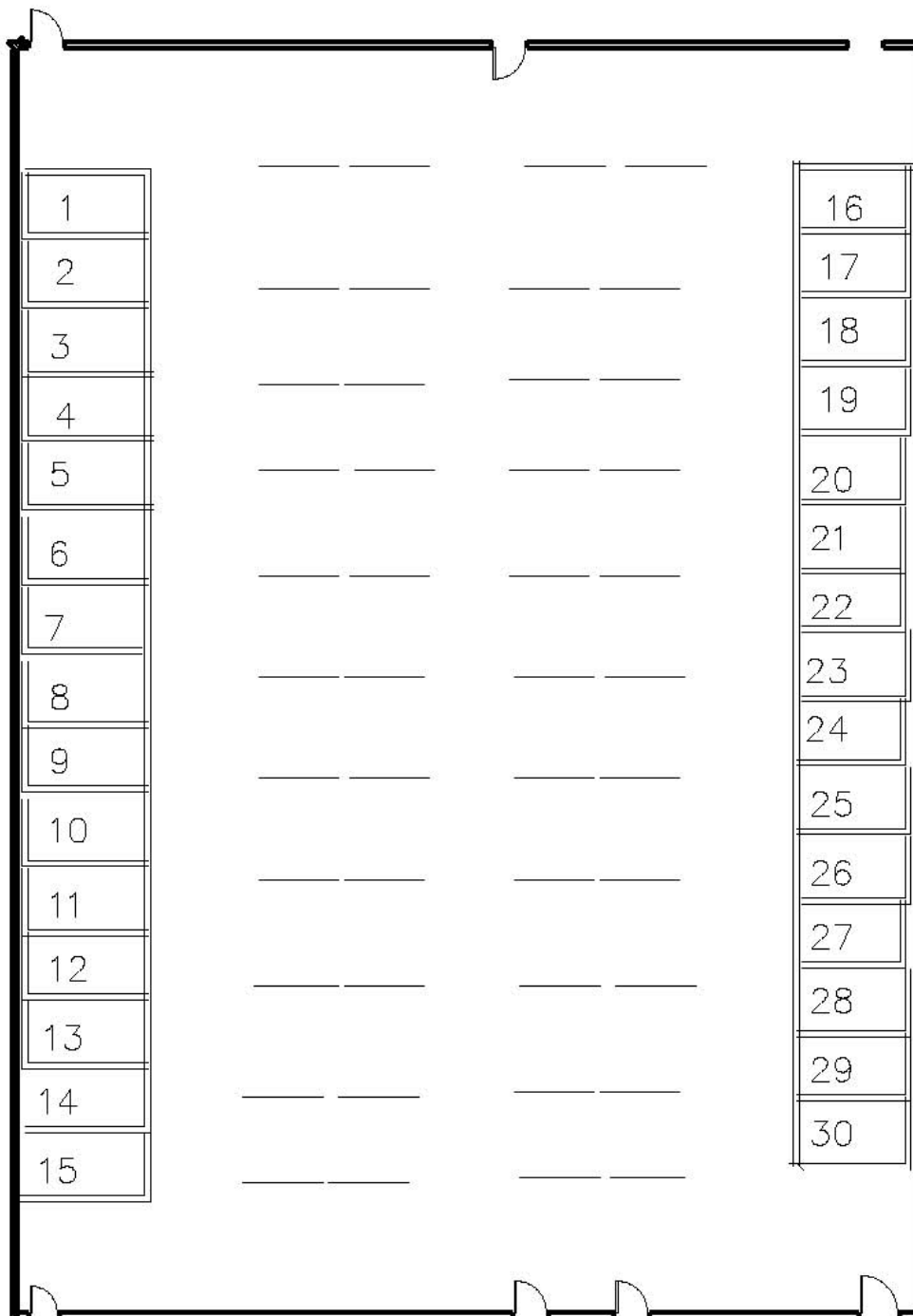
Tel: (613) 225-8889 Fax: (613) 225-9621

# SCIENTIFIC EXHIBITS BOOTH FLOOR PLAN

Scientific Exhibits: Booth 1 – 30, Wednesday & Thursday, October 11 & 12, 2006

**50<sup>TH</sup> SCIENTIFIC CONFERENCE**  
**CANADIAN FEDERATION OF BIOLOGICAL SOCIETIES**  
**Ottawa Congress Centre**  
Ottawa, Ontario, Canada

Please note that the final floor plan will change, based on the actual sold number of booths and poster boards.



### Loading Dock Map

Loading docks are located on Nicholas Street

