ONS 2022 SPACE SELECTION POLICIES AND PROCEDURES

We are excited to assist you in selecting space for the ONS 47th Annual Congress, April 27 – May 1, 2022 in Anaheim, CA! Please find the following policies and procedures to participate in the space selection process:

1. ONS Show Management must have a completed 2022 Application for Exhibit Space for your company to select space. **Completed contracts, with signature, should be emailed to ons@smithbucklin.com by November 30, 2021.**

2. Space selection is based on a priority point system. **Priority points are awarded to exhibitors according to the following guidelines:**

   **Exhibit Participation:**
   - 1 point for exhibiting at past Congress events (cumulative, beginning with 2014 through 2019).
   - Points awarded for participating in 2020 ONS Bridge (3 for Silver, 5 for Gold, 10 for Platinum)
   - 1 point for taking the 2020 ONS Bridge survey(s)
   - Points awarded for participating in 2020 ONS Virtual Congress (3 for Silver, 5 for Gold, 10 for Platinum)
   - 2 points for contracting a virtual booth for Congress prior to March 12, 2021
   - 1 point for taking the 2021 ONS Congress survey(s)
   - 1 point for taking the 2021 ONS Bridge survey(s)

   **Sponsorship and Event Participation:**
   Sponsorship and event participation points are non-cumulative and are based solely on current year sponsorship investment:

<table>
<thead>
<tr>
<th>Sponsorship/Event Investment</th>
<th># of Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>$50,000+</td>
<td>5</td>
</tr>
<tr>
<td>$25,000 - $49,999</td>
<td>4</td>
</tr>
<tr>
<td>$15,000 - $24,999</td>
<td>3</td>
</tr>
<tr>
<td>$5,000 - $14,999</td>
<td>2</td>
</tr>
<tr>
<td>$4,999 and under</td>
<td>1</td>
</tr>
</tbody>
</table>

   **Corporate Council:**
   The ONS 2021 Corporate Council members receive 5 points.

3. Space Selection takes place online on Tuesday, December 7 and Wednesday, December 8. A zoom link will be provided to participating companies. Companies will select based on their priority point total. **Please see your space selection confirmation email which lists the day and time you should plan to dial in to select your space.**

4. If more than one company shares the same number of priority points, selection order is determined based on receipt date/time of contract.

5. **Each participating company should have one representative present at the space selection.** If your company is unable to provide a representative during the correct time slot, simply submit your application and indicate as such. Show Management will assign the best available booth space that is consistent with the size and space preferences indicated on your exhibit space application. **If your company arrives after your space selection time, your company will be placed at the end of the current point category.**

6. **Exhibitors will have a maximum of 5 minutes to select booth space.**
7. In the event that you wish to relocate to a different booth or area which was occupied during the space selection process, you should submit a written request to relocate to ons@smithbucklin.com. We will review these requests, and will contact you if occupied space becomes available.

8. After the online space selection is complete, all future booth space assignments are made on a first-come, first-served basis. Please choose booth space carefully. Booth space selected is subject to all rules and regulations noted on the exhibit space application, including but not limited to the cancellation policy.

2022 FLOOR PLAN NOTES

- The Learning Hall is located in Halls A&B on the first level of the Anaheim Convention Center.
- There will be two entrances to the Learning Hall used during the 2022 Annual Congress. The main entrance to the hall is labeled ‘MAIN ENTRANCE’ located at the bottom of the floor plan leading into Hall A. Attendees will primarily use this entrance. The second entrance is labeled ‘Secondary Entrance’ located on the right side of the floor plan leading into Hall A from the Arena.
- The ONS Booth and ONS Store are located in the center of the Learning Hall in Hall B and are labeled as such.
- Presentation theaters are located on the perimeter of the Learning Hall, and are reserved for exhibitor non-CNE presentations during Learning Hall hours.
- Patient Advocacy booths are located on the left-hand side of Hall B marked ‘PATIENT ADVOCACY PAVILION’. To qualify as a Patient Advocacy Booth your organization must provide proof of 501(c)(3) status. Patient Advocacy organizations are those that provide resources and support for patients, survivors, and care providers. Eligibility for this rate is subject to ONS approval. All companies that qualify for this rate must select space in this pavilion.
- Hospital Nurse Recruitment booths are located in the center-top of Hall A marked ‘CAREER FAIR PAVILION’. All companies that contract at this rate must select booth space in this pavilion.
- The large rectangular icons indicate columns that vary in size.
- Each booth square is a 10’x10’ booth and may be combined with others to form larger booths. Two booths may be combined vertically to form a 10x20, not horizontally (no end caps).
- All aisles are 10’ wide. When combining booths, you may not cross into the 20’ cross aisles between or to the sides of the ONS Booth and Store.

Thank you and we look forward to a successful event!

ONS Show Management