

RETURN TO: Global Experience Specialists • Miiko Belisle • Fax: (407) 740-3831 Email: MBelisle@ges.com
 Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

AUA Annual Meeting
 May 17 – 21, 2014
 ORLANDO, FL, USA

Form Deadline Date:
 April 22, 2014

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
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These special instructions are important for those who will be working with the following:

- Booth skills training labs
- Tissue
- Disposable needles
- Sharps
- Human blood or products contaminated with blood
- Cannula
- Urine

Objectives

1. To ensure proper care in handling and disposing bio-medical waste materials used during skills training labs, mini courses and exhibit hall demonstrations.
2. To protect convention participants, exhibitors, vendors and convention hall management personnel.
3. To comply with individual state standards for disposal of biomedical waste materials.

Your company will be responsible for the following requirements:

1. Notify AUA if you plan to use any of the above in your exhibit. Sign waiver of liability below and send to AUA.
2. Arrange with the service contractor, GES, to provide biomedical waste containers and develop a pick up schedule (see the following Order form and deadline for returning form)
3. Carry the AUA, Convention Center and GES on your certificate of insurance (provide to the AUA by April 22, 2014)
4. You are responsible for providing gloves and/or protective gear to your staff and lab participants
5. You are responsible for having the appropriate disposal containers, properly sealed and marked, for your specific materials.

Collection Procedures

1. A GES representative will contact you at your booth to review your disposal schedule and help determine the best location within your booth space to place the materials to be collected daily.
2. **DO NOT DISPOSE OF ANY TISSUE, CANNULAS OR SHARPS IN NORMAL TRASH CONTAINERS.** If found, your company will have priority points deducted and be billed for cleanup.
3. GES will accept payment for containers and daily pick up service. Fees vary depending on service required and will include pickup and incineration of containers indicated on request form.
4. GES will be responsible for having special containers for disposing of your packaged waste materials and for making arrangements for the removal of these containers from the facility.

For further information regarding AUA's policies and procedures, please contact Andrew Niles @ (410) 689-3728

Bio-Medical Materials Liability Waiver Form

Please complete and return (1) copy each to:

American Urological Association, 1000 Corporate Blvd. Linthicum, Maryland 21090 (Fax: (410) 689-3828 Attn: Andrew Niles)
 Miiko Belisle, GES 4805 Sand Lake Rd, Orlando, FL 32819, Email: MBelisle@ges.com Phone: (407) 370-6200 Fax: (407) 740-3831

I _____ of _____ hereby release and forever discharge the American Urological Association, GES, and United National Maintenance, Inc., its management and employees from any and all actions, claims and demands for or by reason of any damages, losses injuries, illnesses or side effects, including, but not limited to, those associated with the HIV antibody and virus, which may be sustained by or through wet labs, tissue, or biomedical/bloodborne pathology, instruments, disposable, equipment or by any other means as a consequence of the above. I also agree to carry the above named organizations as a co-insured on our insurance certificate, which I will supply to the AUA prior to April 22, 2014.

Signed: _____ Date: _____

Contact Name: _____ Booth # _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat

