

March 22, 2023

Subject: Kidney Week 2023 Exhibitor Newsletter - Corporate Support Catalog Update

On behalf of ASN, thank you for your continued support in the fight against kidney diseases. This exhibitor newsletter will be issued bi-monthly and will include deadlines, important dates, and updates for Kidney Week 2023. Please forward these messages to your onsite booth contact so they are also informed.

CORPORATE SUPPORT CATALOG

The Corporate Support Catalog will be emailed to all exhibitors the week of March 29th. Contracts will be processed in the order they are received. Please direct all support questions to Kara Page, ASN VP of Business Development, at kpage@asn-online.org.

PRIORITY POINT SPACE SELECTION

ASN Priority Point Space Selection will continue through April. General Space Selection will begin in May 2023. If you hold priority points, you do not need a booking code to reserve space. When you click on the customized link in your invitation email, it will take you directly to the application once your space selection window begins. Your invitation email was sent by service@mapyourshow.com. Be sure to check your spam folder. If you need your link resent, email exhibits@asn-online.org.

UPDATED FLOORPLAN

Significant changes have been made to the Exhibit Hall Floorplan. Please review the [updated floorplan](#) online. The floorplan can always be accessed on the exhibitor website here: <https://www.asn-online.org/exhibit>.

HOUSING

Housing block requests are not yet available. Request a Block links will be sent to all contracted exhibitors in late April. You will also be able to access your Request a Block link through your [Exhibitor Dashboard](#). (Login information is shared once deposit payment is received.) Contact SPARGO, Inc. at asnhousing@spargoinc.com directly with housing related questions.

ANCILLARY EVENTS

What is an Ancillary Event?

Any event attended by Kidney Week participants; including but not limited to those hosted by exhibitors, corporate supporters, or participants of Kidney Week; occurring in Philadelphia, PA over the official meeting dates and/or the meeting shoulder dates; and is determined to be related to nephrology, medicine, or the pharmaceutical industry. If any combination of these conditions are met, the ASN ancillary event policy must be followed regardless of the location of the event.

Events may not be publicized until you receive approval from ASN to host your event. Please do not contact hotels directly to secure meeting space, you must receive approval to host your event before proceeding with event planning. Violation of the Ancillary Event Guidelines is cause for loss of priority points.

The ancillary event application will open on **Wednesday, June 21, 2023** and can be found on the ASN Website here: <https://www.asn-online.org/education/kidneyweek/ancillary/>.

UPCOMING DATES AND DEADLINES

May 1, 2023:	General Space Selection Opens
May 15, 2023:	Exhibitor Service Kit Release
June 21, 2023:	Ancillary Event Application Opens
July 14, 2023:	Final Payment Deadline & Cancellation Penalty

Find a full list of all deadlines on page 6 of the Exhibitor Prospectus linked below. Always be sure to access the prospectus using the link rather than downloading a copy as changes will be made periodically.

KIDNEY WEEK 2023 EXHIBITOR PROSPECTUS

Version 2

Updated March 8, 2023



[Click here to access the prospectus.](#)

As always, you may contact me at the information below with any questions. Thank you again for your participation in Kidney Week 2023. We look forward to another great annual meeting.

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