46th AAGL Annual Global Congress on MIGS

EXHIBITOR PROSPECTUS

Gaylord National Resort and Convention Center Greater Washington, D.C. Area

November 12-16, 2017
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome</td>
<td>3</td>
</tr>
<tr>
<td>Why should you exhibit at AAGL's Annual Global Congress?</td>
<td>4</td>
</tr>
<tr>
<td>Important Dates to Remember</td>
<td>5</td>
</tr>
<tr>
<td>AAGL Membership Demographics</td>
<td>6</td>
</tr>
<tr>
<td>2017 Block Program</td>
<td>7</td>
</tr>
<tr>
<td>General Information/Exhibit Hours</td>
<td>8</td>
</tr>
<tr>
<td>Industry-Sponsored Symposia</td>
<td>12</td>
</tr>
<tr>
<td>Exhibit Hall Floor Plan</td>
<td>13</td>
</tr>
<tr>
<td>Sponsorship Opportunities</td>
<td>14</td>
</tr>
<tr>
<td>Education Calendar</td>
<td>15</td>
</tr>
<tr>
<td>2016 Exhibitors and Corporate Sponsors</td>
<td>16</td>
</tr>
<tr>
<td><strong>Exhibit Rules &amp; Regulations</strong></td>
<td></td>
</tr>
<tr>
<td>Service Contractor &amp; Exhibitor Service Kit</td>
<td>9</td>
</tr>
<tr>
<td>Reservation of Space</td>
<td>9</td>
</tr>
<tr>
<td>Liability</td>
<td>9</td>
</tr>
<tr>
<td>Insurance</td>
<td>9</td>
</tr>
<tr>
<td>Install/Dismantle</td>
<td>9</td>
</tr>
<tr>
<td>Exhibitor Approved Contractor</td>
<td>9</td>
</tr>
<tr>
<td>Booth Height Regulations</td>
<td>9</td>
</tr>
<tr>
<td>Americans with Disability Act</td>
<td>10</td>
</tr>
<tr>
<td>Children</td>
<td>10</td>
</tr>
<tr>
<td>Speakers at Booth</td>
<td>10</td>
</tr>
<tr>
<td>Music and Videotapes</td>
<td>10</td>
</tr>
<tr>
<td>Badges</td>
<td>10</td>
</tr>
<tr>
<td>Promotional Opportunities</td>
<td>10</td>
</tr>
<tr>
<td>Sponsored Symposia &amp; Affiliated Exhibitor Events</td>
<td>10</td>
</tr>
<tr>
<td>Attendee Lead System</td>
<td>10</td>
</tr>
<tr>
<td>Selling of Products &amp; Services</td>
<td>10</td>
</tr>
<tr>
<td>Exhibit Photographing/Videotaping</td>
<td>10</td>
</tr>
<tr>
<td>Survey and Questionnaires</td>
<td>10</td>
</tr>
<tr>
<td>Usage of the AAGL Name</td>
<td>10</td>
</tr>
<tr>
<td>Security</td>
<td>10</td>
</tr>
<tr>
<td>Food and Beverage Services</td>
<td>10</td>
</tr>
<tr>
<td>Hotel Reservations</td>
<td>10</td>
</tr>
<tr>
<td>Exhibitor Disputes &amp; AAGL</td>
<td>11</td>
</tr>
<tr>
<td>Proper Attire</td>
<td>11</td>
</tr>
<tr>
<td>Product/Service Displays</td>
<td>11</td>
</tr>
<tr>
<td>Investigational, Pre-Approved &amp; Off-Label Products</td>
<td>11</td>
</tr>
<tr>
<td>No Smoking Policy</td>
<td>11</td>
</tr>
<tr>
<td>Exhibitor-Sponsored Events</td>
<td>11</td>
</tr>
</tbody>
</table>

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**AAGL Global Congress on MIGS**

**Exhibitor Prospectus**
Welcome

Dear Colleagues, Sponsors, and Partners:

As the AAGL embarks on presenting the 46th AAGL Global Congress on Minimally Invasive Gynecology November 12-16, 2017 at the Gaylord National Resort and Convention Center in the Greater Washington, D.C. area, we are hopeful that you will accept our sincere invitation to join us.

Every year we are honored to have a high number of abstracts and videos submitted by physicians for consideration to present at the Global Congress, which results in excellent attendance. To further boost attendance this year, we will be providing opportunities for presentations of virtual and video posters, which will be housed in the exhibit hall. We’re confident that this will drive more attendees to the exhibit hall and for longer visits, allowing you to engage even more with your target customers. As has been AAGL’s tradition, we welcome the attendance of company representatives at our scientific sessions and encourage their participation.

In order to maximize your time in the exhibit hall, this year’s program will again allow for 13 hours of exhibit time with almost 9 hours uncontested by other events (see page 8 for exhibit hours). Our popular Welcome Reception will be hosted in the exhibit hall, as well as refreshment breaks and lunch. This year we intend to provide comfortable seating areas in the exhibit hall for your staff and our attendees to enjoy lunch and remain in the exhibit hall.

Our Congress attendees enjoy starting and ending their day with opportunities to learn more about your products and services. Industry sponsored symposia are prime opportunities for you to present your products and services in a private format of your choosing (panel discussion, keynote speakers, product demonstrations, etc.). Breakfast and evening symposia are available on a limited basis on both full days of the Congress, Tuesday and Wednesday, November 14 and 15, 2017. See page 12 for more information.

The Gaylord National Resort and Convention Center is a beautiful venue offering many traditional and innovative marketing and promotional opportunities. Additionally, the AAGL staff has developed some new opportunities to put your company’s name and message front and center for Congress attendees (see page 14 for details). You are also invited to place a full color ad in the Final Program, which serves as the official scientific program and guidebook for the Congress and is distributed to all Congress attendees. Details on placing an ad can be found in our 2017 Advertising Media Kit, available online at www.aagl.org/service/about-aagl/media-requests/. Additionally, The Journal of Minimally Invasive Gynecology (JMIG) produces a special issue for the annual meeting and is always an excellent advertising opportunity*.

As access to hospitals and physicians in the OR continues to be challenging for vendors and sales professionals, your exhibit booth at the AAGL Global Congress is the gateway to starting and building those important relationships with your target customers. We look forward to greeting you and your company in the Greater Washington, D.C. Area for a successful Congress together.

Franklin D. Loffer, M.D., FACOG
Medical Director

Linda Michels
Executive Director

* To place an ad in JMIG, please contact Roxana Muniz at Elsevier at r.muniz@elsevier.com for insertion orders, costs and deadline dates for the July-August and/or September-October issues.
AAGL was the very first organization in the world dedicated to gynecologic endoscopic surgery when it was founded in 1971. We remain the largest group dedicated to minimally invasive gynecologic surgery (MIGS), breaking ground by way of education, communication and research. From the beginning, our mission has been to provide a platform upon which the best and the brightest in our industry could share their research, educate their peers, and advocate surgical options that make the lives of women better.

The AAGL Annual Global Congress is the premier and largest clinical meeting dedicated to minimally invasive gynecologic surgery in the world. This year’s exhibit hall will feature over 100,000 square feet of space.

**Why should you exhibit at AAGL’s Annual Global Congress?**

Access to the over 1,800 Congress attendees in the comfort of your exhibit booth.

Increased Awareness of your brand, products, services and technologies through your exhibit and additional promotional and advertising opportunities.

Exposure of your company’s full breadth of products, services and technologies.

Networking with your target customers.
Important Dates to Remember

FOR EXHIBITS

Last Day to Cancel Exhibit Space with Refund: Monday, September 11, 2017
Exhibitor Description Due: Monday, September 11, 2017
Exhibitor Badge Registration Form Due: Monday, September 25, 2017
Certificate of Insurance Due: Monday, September 25, 2017
Welcome Reception Catering Order Due: Friday, September 29, 2017
Exhibitor Approved Contractors Due: Monday, October 9, 2017
Discount Deadline Date for GES Orders Received with Payment: Tuesday, October 31, 2017
Exhibitor Set-up: Nov. 11-13, 2017
Welcome Reception in Exhibit Hall: Nov. 13, 2017
Exhibits Open: Nov. 13 - 15, 2017

FOR INDUSTRY SPONSORED SYMPOSIA & AFFILIATED EVENTS

Symposium Program Due: Monday, July 17, 2017
Symposium & Affiliated Exhibitor Events Cancellation Due for Refund: Monday, September 25, 2017
Affiliated Exhibitor Events: Monday, October 30, 2017

FOR MARKETING MATERIALS

Materials for Final Program Ad Due: Friday, September 15, 2017
Corporate Sponsor Slides Due: Monday, October 2, 2017
Copy for Doctors’ Bags Inserts Due for Approval: Friday, September 1, 2017
Doctors’ Bags Inserts Due at AAGL (2,500 copies): Monday, October 23, 2017

FOR HOTEL ACCOMMODATIONS

Sleeping Room Assignments Due to the Selected Hotel: Monday, September 11, 2017
Room Block Cancellations Due: Monday, October 2, 2017

Meetings and Exhibits Staff
Contact Information:

Phone: 800.554.2245 | 714.503.6200
Fax: 714.503.6201

Kim Rose
Project Manager
Email: krose@aagl.org

Linda J. “Lynn” Bell
Grants
Email: lbell@aagl.org

Please note that an exhibitor’s support or participation in any AAGL meeting, or educational activity, or publication/production does not constitute an endorsement or recommendation of any kind by the AAGL.
**AAGL Special Interest Groups**

**Urogynecology** This special interest group focuses on urogynecology issues, including incontinence and pelvic floor repair.

**Robotics** The use of robotics in minimally invasive gynecology is one of the fastest growing technologies in our field. This Robotics SIG is comprised of doctors who are pioneering new surgical techniques that implement robotics.

**Oncology** Follows and shares the latest state-of-the-art techniques for treating women with gynecologic cancers.

**Endo/Reproductive Surgery** Focuses on medical and surgical techniques for the management or removal of endometriosis and related fertility issues.

**Pelvic Pain** Pelvic pain can be one of the most debilitating medical problems for a woman. This SIG is comprised of doctors who are advancing techniques for managing pelvic pain.

**Vaginal Surgery** Provides an alternative surgical route to laparoscopy that offers the benefits of minimally invasive surgery but with fewer incisions. This SIG is dedicated to the advancement of the use of vaginal surgery as an alternative to laparoscopy.

**Hysteroscopy** Defines minimally invasive surgery as it is a purely endoscopic surgical approach to treat pathology within the uterus. The Hysteroscopy SIG seeks to further the awareness and use of hysteroscopy as both a valuable diagnostic tool and effective therapeutic technique under the umbrella of MIGS.

**Breakdown by Profession**

- **64.28%** Gynecologist
- **3.13%** Non-Physician
- **0.91%** Nurse
- **0.09%** O.R. Personnel
- **3.26%** Oncologist
- **1.96%** Other
- **3.39%** Reproductive Specialist
- **9.34%** Resident
- **0.61%** Retired
- **4.69%** Urogynecologist
- **0.61%** Clinical Researcher
- **7.56%** Fellow
2017 Block Program

Sunday, November 12 - Postgraduate Day 1

(Registration Hours 6:00 am - 5:30 pm)

<table>
<thead>
<tr>
<th>Room Number</th>
<th>National Harbor 3</th>
<th>National Harbor 4</th>
<th>National Harbor 5</th>
<th>National Harbor 10</th>
<th>National Harbor 11</th>
<th>National Harbor 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:15 am — 12:15 pm</td>
<td>Luncheon — Discussions with the Experts (Additional charge; location – Eastern Shore)</td>
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<tr>
<td>6:00 pm</td>
<td>FMIGS Graduation Ceremony and Reception (by invitation)</td>
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Monday, November 13 - Postgraduate Day 2

(Registration Hours 6:00 am - 7:00 pm)

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<tr>
<th>Room Number</th>
<th>National Harbor 3</th>
<th>National Harbor 4</th>
<th>National Harbor 5</th>
<th>National Harbor 10</th>
<th>National Harbor 11</th>
<th>National Harbor 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:15 am — 12:15 pm</td>
<td>Luncheon — Discussions with the Experts (Additional charge; location – Eastern Shore)</td>
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<tr>
<td>12:30 pm — 4:30 pm</td>
<td>Didactic: Shoot for the Moon: Surgical Strategy from the Stars</td>
<td>Didactic: The Master Shifu You Always Wanted to Be</td>
<td>Didactic: Systematic Approach to the Diagnosis and Management of Complex Pelvic Pain and Pelvic Neuropathies</td>
<td>Didactic/Simulation Lab: Advanced Operative Hysteroscopy: Expect the Unexpected</td>
<td>Didactic: Laparoscopic Hysterectomy: Navigating the Basic and Complex Disease with Care</td>
<td>Didactic/Simulation Lab: Complex Surgical Anatomy/Complications: Approaching the Difficult Surgical Patient</td>
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<tr>
<td>5:30 pm — 6:30 pm</td>
<td>General Session I — Opening Ceremony — Presidential Address (Location: Potomac A)</td>
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<tr>
<td>6:30 pm — 8:00 pm</td>
<td>Welcome Reception in Exhibit Hall</td>
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<tr>
<td>8:00 pm — 12:30 am</td>
<td>Congressional Crawl (Additional charge)</td>
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</tr>
</tbody>
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### 2017 Block Program

#### Tuesday, November 14 - Congress  (Registration Hours 6:30 am — 5:30 pm)  
Exhibit Hall Hours  9:30 am — 3:30 pm

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:00 am — 7:45 am</td>
<td>Industry Sponsored Breakfasts  (6:00 am — 7:45 am)</td>
</tr>
<tr>
<td>7:30 am — 9:30 am</td>
<td>General Session II — Live Interactive Cadaveric Demonstration: Anatomy/Jordan M. Phillips, M.D. Keynote Address</td>
</tr>
<tr>
<td>9:35 am — 11:00 am</td>
<td>Exhibit Hall Open/Refreshment Break</td>
</tr>
</tbody>
</table>
| 10:00 am — 12:00 pm| Surgical Tutorial 1  
Vaginal Hysterectomy  
Panel 1  
The Chronic Pain Patient  
Plenary 1  
Hysteroscopy  
Video Session 1  
Robotics  
Open Comm. 1  
Endometriosis  
Open Comm. 2  
Robotics |
| 12:10 pm — 1:10 pm | Surgical Tutorial 2  
Cuff Closure  
Panel 2  
Maximizing Efficiency in Low Resource Settings  
Plenary 2  
Oncology  
Video Session 2  
Endometriosis  
Open Comm. 3  
Emerging Technology & Techniques  
Open Comm. 4  
Endometriosis |
| 1:10 pm — 3:30 pm  | Exhibit Hall Open/Box Luncheon                                        |
| 2:15 pm — 3:15 pm  | Open Comm. 5  
Research & Science  
Open Comm. 6  
New Instruments  
Plenary 3  
Robotics  
Video Session 3  
Urogynecology  
Open Comm. 7  
Hydroscopy  
Open Comm. 8  
Hydroscopy |
| 3:25 pm — 5:05 pm  | Surgical Tutorial 3  
Robotic Surgery: Port Placement and Docking  
Panel 3  
Same Day Discharge +/- ERAS  
Plenary 4  
Laparoscopy  
Video Session 4  
Hysteroscopy  
Open Comm. 9  
Laparoscopy  
Video Session 5  
Laparoscopy |
| 5:00 pm — 6:10 pm  | General Session III — Stump the Professor                             |
| 6:10 pm — 8:10 pm  | Industry Sponsored Symposia                                          |
| 8:15 pm — 12:30 am | Urban Pub Crawl (Additional charge)                                    |

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<thead>
<tr>
<th>Room Number</th>
<th>Potomac A</th>
<th>Potomac C</th>
<th>Potomac D</th>
<th>National Harbor 3</th>
<th>National Harbor 5</th>
<th>National Harbor 10</th>
</tr>
</thead>
</table>
| 10:00 am — 12:00 pm | Surgical Tutorial 4  
Anterior & Posterior Obliterated Cul-De-Sac  
Panel 4  
Special Populations  
Plenary 5  
Urogynecology  
Video Session 6  
Single Port Laparoscopy  
Open Comm. 10  
Urogynecology  
Open Comm. 11  
Robotics |
| 12:10 pm — 1:10 pm  | Surgical Tutorial 5  
Ugh Ugh! Managing Surgical Complications  
Panel 5  
Endometriosis: Medical vs. Surgical  
Plenary 6  
Endometriosis  
Video Session 7  
Laparoscopy  
Open Comm. 12  
Oncology  
Open Comm. 13  
Reproductive Medicine |
| 1:10 pm — 3:30 pm   | Exhibit Hall Open/Box Luncheon                                        |
| 2:15 pm — 3:15 pm   | Open Comm. 14  
Pelvic Pain  
Open Comm. 15  
Surgical Education  
Plenary 7  
Reproductive Issues  
Video Session 8  
Endometriosis  
Open Comm. 16  
Research & Science  
Video Session 9  
Robotics |
| 3:25 pm — 5:05 pm   | Surgical Tutorial 6  
Tips and Tricks for Managing Fibroids  
Panel 6  
Defining Quality Metrics  
Plenary 8  
Education, Research & Science  
Video Session 10  
Basic Science, Research & Education  
Open Comm. 17  
Laparoscopy  
Video Session 11  
Laparoscopy |
| 5:00 pm — 7:10 pm   | Industry Sponsored Symposia                                          |

#### Wednesday, November 15 - Congress  (Registration Hours 6:30 am — 5:30 pm)  
Exhibit Hall Hours  9:30 am — 3:30 pm

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>6:00 am — 7:45 am</td>
<td>Barre3 Fitness Class  (6:00 am — 7:00 am, Additional Charge)</td>
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<tr>
<td>7:45 am — 9:30 am</td>
<td>General Session IV — Chopped/Business Meeting</td>
</tr>
<tr>
<td>9:30 am — 11:00 am</td>
<td>Exhibit Hall Open/Refreshment Break</td>
</tr>
</tbody>
</table>
| 10:00 am — 12:00 pm| Surgical Tutorial 4  
Anterior & Posterior Obliterated Cul-De-Sac  
Panel 4  
Special Populations  
Plenary 5  
Urogynecology  
Video Session 6  
Single Port Laparoscopy  
Open Comm. 10  
Urogynecology  
Open Comm. 11  
Robotics |
| 12:10 pm — 1:10 pm  | Surgical Tutorial 5  
Ugh Ugh! Managing Surgical Complications  
Panel 5  
Endometriosis: Medical vs. Surgical  
Plenary 6  
Endometriosis  
Video Session 7  
Laparoscopy  
Open Comm. 12  
Oncology  
Open Comm. 13  
Reproductive Medicine |
| 1:10 pm — 3:00 pm  | Exhibit Hall Open/Box Luncheon                                        |
| 2:15 pm — 3:15 pm  | Open Comm. 14  
Pelvic Pain  
Open Comm. 15  
Surgical Education  
Plenary 7  
Reproductive Issues  
Video Session 8  
Endometriosis  
Open Comm. 16  
Research & Science  
Video Session 9  
Robotics |
| 3:25 pm — 5:05 pm  | Surgical Tutorial 6  
Tips and Tricks for Managing Fibroids  
Panel 6  
Defining Quality Metrics  
Plenary 8  
Education, Research & Science  
Video Session 10  
Basic Science, Research & Education  
Open Comm. 17  
Laparoscopy  
Video Session 11  
Laparoscopy |
| 5:00 pm — 7:10 pm  | Industry Sponsored Symposia                                          |
| 7:00 pm — 12:00 am | Silent Auction (7:00 pm - 9:00 pm)                                     |
|                 | Presidential Gala (9:00 pm - 12:00 am, Additional charge)               |

#### Thursday, November 16 - Congress

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>8:30 am — 12:30 pm</td>
<td>General Session V — Telesurgery Session</td>
</tr>
</tbody>
</table>
General Information

Hotel Contact Information

Convention Services
Kayla Clark
Senior Event Manager
E-mail: kayla.clark@gaylordhotels.com
Phone: (301) 965-3752

Catering
Michelle Mears
Senior Catering Manager
E-mail: michelle.mears@gaylordhotels.com
Phone: (301) 965-2401

Exhibitor Housing
Hotel reservations for exhibitors will be handled via an online portal directly to the Gaylord National Resort and Convention Center. A link to this portal will be available on the AAGL website in mid-June 2017. A notice will be sent out with more information when this portal is live. An Exhibitor Housing Form will also be required and will be available on the AAGL website in mid-June. If you have questions about housing, contact Kim Rose at the AAGL office at krose@aagl.org.

Service Contractor
GES is the official contractor. A link to the Exhibitor Services Kit will be available on the AAGL website in August 2017. Please contact GES with any special requirements and state that you are an exhibitor for the 46th AAGL Global Congress.

Airline Reservations:
Star & Shield Travel Services has been appointed as the official travel agent for the 46th AAGL Global Congress. Attendees can make reservations on any airline through this agency and their representatives will assist you in obtaining the lowest fare possible for your travel preference and schedule. To take advantage of this invaluable service, please call:

Star & Shield Travel Services
Telephone: (562) 217-0769
E-mail: tabby@starandshield.net

Information:
For more information regarding the Congress, please contact:
Craig Cocca, Senior Business Development Manager
Jocelyne Fletcher, Senior Marketing Manager
AAGL Advancing Minimally Invasive Gynecology Worldwide
6757 Katella Ave., Cypress, CA 90630-5105 USA
Ph: (800) 554-2245 or (714) 503-6200
Fax: (714) 503-6201 or (714) 503-6202
E-mail: exhibitors@aagl.org
Web Site: www.aagl.org

Congress Headquarters
Gaylord National Resort and Convention Center
201 Waterfront Street, National Harbor
Oxon Hill, Maryland 20745
Phone: (301) 965-4000

Exhibit Hours

Prince George’s Exhibition Hall
Saturday, Nov. 11..............11:00am – 4:30pm.............Exhibits over 600 sq. ft.
Exhibit set-up
Sunday, Nov. 12..............8:00 am – 4:30 pm...............Exhibit set-up
Monday, Nov. 13..............8:00 am – 4:30 pm.............Exhibit set-up
6:45 pm – 8:00 pm........Welcome Reception*
Tuesday, Nov. 14..............9:30 am – 3:30 pm.........Exhibit Hours
9:35 am – 11:00 am..........Refreshment Break
1:10 pm – 3:30 pm..........Luncheon
3:30 pm......................Exhibits Close
Wednesday, Nov. 15........9:30 am – 3:00 pm.........Exhibit Hours
9:30 am – 11:00 am..........Refreshment Break
1:10 pm – 3:00 pm..........Luncheon
3:00 pm......................Exhibit Breakdown
Thursday, Nov. 16...........8:00 am – 5:00 pm........Exhibit Breakdown

*Welcome Reception

Exhibit Hall
Monday, November 13, 2017 • 6:30 pm – 8:00 pm
Immediately following the Opening Session on Monday, November 13, 2017, the AAGL will present a Welcome Reception in the Exhibit Hall. The AAGL will furnish a hosted bar and we encourage you to provide hors d’oeuvres from your individual booths allowing you the opportunity to offer the attendees your personal hospitality. To order hors d’oeuvres for this event, please complete the order form included in the GES Exhibitor Kit, which will be available in August.

Representatives are required to staff their exhibit booths at all times when the exhibit hall is officially open. Exhibitors may enter the hall one hour before the scheduled exhibition and may remain in the hall one hour after the close of the exhibition. Exhibitors needing access to the exhibit hall after hours to retrieve items from their booth must present identification and be accompanied by security personnel.

Exhibit Booth Space
The Application to Exhibit will be available on the AAGL website.
All booth space fees are $37 per square foot, plus an additional $500 for each corner. Booth fees include:
• 8’ draped back wall and 3’ draped side walls (inline booths only)
• Company identification sign (inline booths only)
• 5 exhibitor badges per 100 sq. ft. of booth space
• 1 box lunch ticket per 100 sq. ft. of booth space
• Access to General Sessions, Plenary Sessions, Poster and Podium Sessions – official exhibitor badge required for entry (additional fee required for PG Courses)
• Complete listing in the Final Program (subject to publication deadlines)
• Listing and link to exhibiting company website on the AAGL website
• Company and booth number listing in the Final Program and the AAGL Global Congress App (subject to publication deadlines)
• 24-hour perimeter security service (private in-booth security excluded)

Exhibit Rules and Regulations

As a condition of participation in the AAGL exhibition, each exhibitor, its representatives, and agents must agree to and abide by all rules and regulations set forth in the Exhibitor Prospectus, Exhibitor Service Manual, and other correspondence of AAGL, its contractors/agents, and the hotel.

Service Contractor & Exhibitor Service Kit

GES
7050 Lindell Road, Las Vegas, NV 89118-4702
Ph: (800) 475-2098
Fax: (866) 329-1437
Web site: www.ges.com (click on “Contact”)

Industrial exhibitors will be furnished without extra charge, standard display equipment booth, which includes 8-foot high draped back wall, 3-foot high draped side rail, along with a booth identification sign (7” x 44”) stating the firm name and booth number. A link to the Exhibitor Services Kit will be available on the AAGL website in August 2017. Please contact GES regarding any special needs.

Reservation of Space

Exhibit spaces will be allocated by AAGL. Payment for the total amount due must accompany each order. Orders accepted and accompanied by payment will be considered firm orders for space requested, and no refunds will be made after September 11, 2017. In the event of failure or inability to fulfill this contract, to furnish the space due to fire, strikes, authority of the law, act of God, or for any other cause of reason, the AAGL shall determine an equitable basis for the refund of such portion of the exhibit fees as is possible, after due consideration of expenditures and commitments already made and thereupon this agreement shall be deemed canceled by mutual consent and the AAGL shall be relieved from responsibility thereunder.

Liability

Any third party representatives in charge of providing installation and dismantling services hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify the AAGL and Gaylord National Resort and Convention Center and its owners and its operator and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all third party claims, losses or damages to persons or property, governmental charges or fines and reasonable attorney’s fees arising out of or caused by negligence or willful misconduct its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by any act, omission, or negligence of the Hotel and its employees and agents.

Insurance

Exhibitor and any third party representatives in charge of providing installation and dismantling services, shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and Commercial Liability Insurance, insuring and specifically referring to the contractual liability set forth in this Exhibit Agreement, in an amount not less than $2,000,000 USD combined single limit for personal injury and property damage, worker’s compensation insurance and automobile liability insurance covering all owned, non-owned, and hired vehicles including loading and unloading operators. The AAGL and Gaylord National Resort and Convention Center shall be included in such policies as additional insureds. The Certificate of Insurance shall include that notification of cancellation will be provided to the additional insureds sixty (60) days prior to the event. The Certificate of Insurance must be received in the AAGL Office by September 25, 2017. In addition, Exhibitor acknowledges that neither the AAGL, the Hotel, its owners and operator maintain insurance covering exhibitor’s property and that it is the sole responsibility of exhibitor and their representatives to obtain business interruption and property damage insurance insuring any losses by Exhibitor.

Install/Dismantle

In order to conform to union contract rules and regulations, it will be necessary that all exhibitors use qualified union personnel for the installation and dismantling of exhibits and for material handling within the Show. The handling, placing or setting out of merchandise that is to be displayed does not require union labor and may be done by the exhibitor. In addition, the installation or dismantling of an exhibit which does not require the use of hand tools, or more than one person, and can be accomplished within thirty (30) minutes, may be performed by the owner or company representative. GES’s Material Handling Department is responsible for maintaining in and out traffic schedules at the Show site. Even local exhibitors should clear all movements of exhibit materials through this department as they will have priority at the unloading area at all times.

Union jurisdiction allows hand-carried items only and will not permit exhibitor’s use of dollies, hand trucks or pushcarts. Electrical installation must conform to Union rules and regulations and to all national, state and local codes. All exhibitor’s decorating materials, furniture, signs and equipment must conform to national, state and local fire and safety codes. The use of open flames or butane gas is strictly prohibited.

The dismantling of exhibits begins on Wednesday, November 15, 2017 at 3:00 pm. Dismantling an exhibit or packing of equipment or literature prior to 3:00 pm on Wednesday, November 15, 2017 is not permitted. To avoid damage to equipment or display materials, exhibitors should remain with the equipment until crates are returned and materials packed. All crates must be packed and labeled for outbound shipment.

Exhibitor Approved Contractor (EAC)

All exhibitors using an EAC must submit to AAGL in writing on exhibitor company letterhead, the name, address, telephone number and contact person of the contracted company. Please send this information to exhibits@aagl.org no later than October 9, 2017. All EACs must submit to AAGL an original certificate of insurance (see Insurance section above).

Booth Height Regulations

Booths: A maximum of 4 feet in height on each side of the exhibit booth has been established so that no booth will interfere with or distract from any other exhibit booth. Each exhibitor is entitled to a reasonable sight line from the aisle regardless of the size of their exhibit.

Island Booths: When an island booth exceeds 8’3” it does not interfere with other exhibitors because it obviously does not back up against another exhibitor’s back wall. The extra height is often required in an island booth exhibit to permit the open walk-through approach normally used in this type of location. Ceiling height is 24 feet.

Healthcare Convention and Exhibitors Association (HCEA) rules to be followed (see www.hcea.org/hcea-guidelines-and-best-practices/).
Americans with Disability Act (ADA)
To comply with the ADA, exhibitors should make every effort to accommodate attendees who are handicapped. The exhibit should be installed according to HCEA guidelines and may not project beyond the space allotted, obstruct the view of, or interfere with other exhibits. AAGL reserves the right to request modifications, at the exhibitor's expense, of any display that does not comply with these guidelines.

Children
For the protection of your children and to maintain the scientific nature of the exhibit hall, no children under the age of 18 will be allowed during the installation, dismantle and show hours.

Speakers at Booths
The AAGL will allow clinical presentations and live telesurgery from exhibit booth locations; however, these presentations will only be allowed for exhibitors presenting at least a 20' x 20' exhibit. These presentations may only be held during the refreshment breaks and luncheons. Amplification of the presenter is allowed; however, we request that you keep the volume at a comfortable level for your neighboring exhibitors.

Music and Videotapes
At no time should music or videos be played at a level that interferes with the activities of exhibit companies in your area. The exhibitor is responsible for any and all fees which may be due to ASCAP or BMI for the use of copyrighted music used in audio presentations. You may contact the AAGL office for further information.

At no time should music or videos be played at a level that interferes with a neighboring exhibitor’s booth activities. Music videos or poster/pictures containing sexually explicit or vulgar language or acts are strictly prohibited. The AAGL reserves the right to determine what is appropriate regarding music, music volume, videos, and posters/pictures.

Badges
All representatives of exhibiting firms must register and wear an official exhibitor’s badge for admission to and while in the exhibit hall, as well as for admission to the General Sessions, Plenary Sessions, Poster and Podium Sessions. Company badges will not be accepted in lieu of the official meeting badge once the show opens. An Exhibitor’s Badge Registration form will be available on the AAGL website. Please note that the deadline for receipt of the exhibitor’s badge registration form is September 25, 2017.

Each exhibition company will receive 5 complimentary badges for every 100-sq. ft. of booth space purchased. For additional badges, there will be a charge of $30.00 per person. There is a $35.00 charge for badges printed on site. There will be a $30.00 replacement charge for duplicate badges. Any badges reprinted due to error by AAGL staff will be free of charge. It is against the AAGL’s policy for exhibitors to lend their badges to anyone.

Promotional Opportunities
Commercial sponsorship opportunities that will allow your company to keep its name in front of the AAGL attendees. See page 14 for details.

Sponsored Symposia & Affiliated Exhibitor Events
For those companies providing a breakfast, reception or evening symposium, please send a copy of your proposed invitation to the AAGL for approval prior to printing and distribution. You may post signs near the AAGL registration desk and distribute flyers from your exhibition booths. Applications for Sponsored Evening Symposia, and Affiliated Exhibitor Events, including breakfast symposia, receptions or meeting room space, will be available on the AAGL website.

Attendee Lead System
The AAGL will provide a lead retrieval system for use in the exhibit hall. Information on how to sign up for the lead retrieval system will be provided in the Exhibitor’s Kit as distributed by GES.

Selling of Products & Services
Sales are permitted provided that all transactions are conducted in a manner consistent with the professional nature of the exhibits. AAGL reserves the right to restrict sales activities that it deems inappropriate. It is the responsibility of the exhibitor to secure any licenses, permits and/or identification numbers required by the local and state government to sell their products.

No organization or their representative may display, demonstrate, or distribute their products and/or services in any location other than their designated exhibit booth. Companies who have been approved to host exhibitor sponsored events or who are participating in the physicians’ tote bag program may use these vehicles to promote their products/services.

Exhibit Photographing/Videotaping
A representative of one exhibiting company may not photograph or record video (with film or digital devices, including camera phones) of another exhibitor’s booth. Violation of this rule will result in the expulsion of the offending exhibitor from the exhibit hall, and confiscation of the photo, image(s) and/or video(s).

Survey and Questionnaires
Exhibiting companies wishing to ask meeting attendees to complete a survey/questionnaire for marketing research, or analysis purposes must not provide any monetary compensation for completing the survey. A modest gift, in accordance with the AdVaMed Code of Ethics, may be given for completing the survey/questionnaire.

All meeting attendees must be allowed to complete the survey if they so desire and an exhibitor may not deny an attendee from participating in a survey/questionnaire based on age, sex, race, or any other reason.

Usage of the AAGL Name
The use of the AAGL’s name, insignia, association logo, annual meeting logo, or other identifying marks of the AAGL may not be used in signs, advertising, or promotions in any media or on descriptive product literature without the express written permission of the AAGL.

Security
As noted under Liability, AAGL and Gaylord National Resort and Convention Center will not be responsible for any damage, theft or loss of any kind. AAGL will, however, provide general security on a 24-hour basis in the exhibit halls, beginning on November 11, 2017 and ending on November 16, 2017. Companies requiring additional security at their booth may do so at their own expense by contacting the AAGL office to obtain the name of the official security company for the event.

Food and Beverage Services
Gaylord National Resort and Convention Center is the exclusive provider of all food and beverage services within the facility. Exhibit companies and guests are prohibited from bringing any food and beverage into the convention center from outside sources without the prior written permission of the convention center.

Hotel Reservations
You will not be contacted by a housing company (please follow the procedure below)

On occasion, company representatives have questioned the housing procedures of most all organizations. In selecting the location of our Global Congress, the AAGL reserves rooms to include our members, and exhibit company representatives. We commit to the hotel that the rooms we reserve will be utilized. While our attendees can make their individual room reservations directly with the hotel, it is a little more complicated when blocks of rooms are requested. We realize that as a company you will
have many representatives attending the meeting, and that the actual number is difficult to determine in advance. What we have found in the past is that some companies will block an excess of rooms and cancel them just prior to the meeting. This causes the following problems: 1) Our room block fills quickly with physician reservations and exhibit blocks, leaving other attendees to look for space at other hotels; and 2) excess exhibit blocks are then canceled prior to the meeting and we have not met our obligation to the hotel.

The AAGL expects your company representatives to book their accommodations at the hotel in this prospectus and we are interested in working with each individual company to ensure that your housing needs are met. We do not want to limit companies to a maximum room block, therefore, we ask that you block your rooms as accurately as possible using prior history as your guide. An Exhibitor Housing Form will be available on the AAGL website. All requests for housing must be sent to the hotel with a copy to Kim Rose at the AAGL office at krose@aagl.org. Laura may contact your representative to remind them when deadline dates are approaching. By working together to monitor the hotel room requests, hopefully, we can alleviate imposing penalties.

Exhibitor Disputes & AAGL
Exhibitors agree that any legal disputes, suits or actions between AAGL and an exhibitor resulting from the participation in the exhibition or related activities of the AAGL Global Congress will be governed by the laws of the state of California.

Proper Attire
All exhibitors and their agents are expected to dress and conduct themselves in a professional manner at all times.

Product/Service Displays
To maintain the aesthetic appeal of the meeting, exhibit booths must be free of debris. AAGL reserves the right to order porter service at the exhibitor’s expense if it creates an unsafe or unprofessional environment, as well as the right to curtail exhibits or parts of exhibits that reflect against the character of the meeting. Non-professional products or services are not to be displayed.

Investigational, Pre-Approved & Off-Label Products
Exhibitors shall comply with all applicable U.S. Food and Drug Administration (FDA) regulations, including, without limitation, FDA restrictions on the promotion of investigational and pre-approved drugs and devices and the FDA prohibition on promoting approved drugs and devices for unapproved uses. Any product not FDA-approved for a particular use or not commercially available in the U.S. may be exhibited only if accompanied by easily visible signs indicating the status of the product. Exhibitors shall have available at their exhibit space a letter from the FDA that describes the allowable use of any drug or device exhibited.

No Smoking Policy
The AAGL has a no smoking policy for the AAGL Global Congress. Smoking will not be permitted in any meeting area, common space in the convention center or exhibit hall.

Exhibitor-Sponsored Events
No activities can be scheduled during the official program hours.
Industry-Sponsored Symposia

**Breakfast Symposia - 6:00am - 7:45am**
Tuesday, November 14, 2017
Wednesday, November 15, 2017

**Evening Symposia**
Tuesday, November 14, 2017 6:10pm – 8:10pm
Wednesday, November 15, 2017 5:10pm – 7:10pm

Industry-sponsored symposia are excellent opportunities to present your products, services, and technologies to an audience of registered Congress attendees. These symposia times are unopposed by any other Congress activities. You’ll be permitted to deliver a custom-designed presentation in a format of your choosing (panel discussion, keynote speaker(s), product demonstrations, etc.).

Breakfast symposia opportunities are limited to a maximum of three (3) each day as listed.

Evening symposia are limited to a maximum of three (3) on Tuesday, November 14, 2017 and one (1) on Wednesday, November 15, 2017. Sponsors are provided the registration lists for their event for targeted marketing purposes. The cost of food, beverage, electrical, and audiovisual is the responsibility of the sponsor.

Applications for these symposia will be available on the AAGL website. For more information, please contact sponsorships@aagl.org.
Additional Sponsorship Opportunities at the AAGL Global Congress*

Details on each opportunity and ordering will be done online through GES Activate starting May 18, 2017 (more information coming soon). Deadline to order is September 8, 2017 (additional charges may apply after this date).

<table>
<thead>
<tr>
<th>OPPORTUNITY</th>
<th>COST</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Cooler Stations</td>
<td>$450</td>
<td>Quench our congress attendees’ thirst by sponsoring fresh water stations throughout the meeting spaces (multiple opportunities available).</td>
</tr>
<tr>
<td>Guestroom Voice Message Delivery</td>
<td>$500</td>
<td>Sponsor leave a voice message, maximum 60 seconds, for all AAGL attendee rooms. Can be a great way to communicate your exhibit booth activities and/or industry-sponsored breakfast or evening symposium (limited to 3 companies/day).</td>
</tr>
<tr>
<td>Room Drops</td>
<td>$750</td>
<td>Hotel will deliver company materials to hotel guests (subject to approval; excludes hotel delivery charges).</td>
</tr>
<tr>
<td>Ad on the back of daily AAGL Day-at-a-Glance (distributed at AAGL NewsStand)</td>
<td>$2,500/day</td>
<td>Congress attendees refer to the Day-at-a-Glance throughout each day. High exposure is expected (limited to 1 company/day).</td>
</tr>
<tr>
<td>Hotel Closed Circuit TV Channel</td>
<td>$1,500</td>
<td>Sponsor can place a promotional slide that will show on the TVs in all AAGL attendee rooms (limited to 1 company/day; excludes hotel delivery charges).</td>
</tr>
<tr>
<td>Physician Tote Bag Inserts (price is per page)</td>
<td>$1,500</td>
<td>The tote bag serves as an attractive and convenient place for congress attendees to keep important information to refer to regularly.</td>
</tr>
<tr>
<td>Double-sided lightboxes</td>
<td>$2,000</td>
<td>Placed strategically in high-traffic areas, these free-standing light boxes are excellent branding opportunities.</td>
</tr>
<tr>
<td>Escalator Clings (1 set)</td>
<td>$2,500</td>
<td>This popular trend in brand marketing ensures that your message is seen by all attendees multiple times a day (multiple opportunities available).</td>
</tr>
<tr>
<td>Exhibit Hall Signs (exterior)</td>
<td>$4,500</td>
<td>These double-sided signs are posted along the pre-function space outside Prince George’s Exhibition Hall.</td>
</tr>
<tr>
<td>Room Keys</td>
<td>$5,000</td>
<td>Sponsor’s company name and logo are printed on the hotel room keys (limited to 1 sponsor).</td>
</tr>
<tr>
<td>Photo Booth</td>
<td>$5,000</td>
<td>Our attendees enjoy commemorative photos at our meetings. Acknowledgment of sponsorship will be included on all photos booth photos.</td>
</tr>
<tr>
<td>Charging Station</td>
<td>$5,000</td>
<td>Help attendees stay connected and powered-up. Sponsorship fee is per charging stations (excludes installation and electrical fees).</td>
</tr>
<tr>
<td>Banners</td>
<td>$2500-$10,000</td>
<td>The Gaylord allows for many prime hanging banner opportunities (see GES Activate online ordering system for details).</td>
</tr>
<tr>
<td>Global Congress App Sponsorship</td>
<td>$9,500</td>
<td>This exclusive high-exposure opportunity is expected to be seen by every congress attendee daily, including before and after the Congress ends (limited to 1 sponsor).</td>
</tr>
<tr>
<td>Wi-Fi Sponsorship</td>
<td>$9,500</td>
<td>Attendees rely on wi-fi throughout the Congress. Sponsorship will be acknowledged at every sign-on event (limited to 1 sponsor).</td>
</tr>
<tr>
<td>Staircase Clings</td>
<td>$10,000</td>
<td>A unique and highly visible display of your company logo (limited opportunities available).</td>
</tr>
</tbody>
</table>

**KEY OPPORTUNITIES**

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Presidential Gala</td>
<td>$20,000</td>
<td>Celebrate congress attendees, faculty, and sponsors by sponsoring the biggest and best party of the Congress week (limited to 5 sponsors).</td>
</tr>
<tr>
<td>Industry Symposium</td>
<td>$15,000</td>
<td>See section on page 12 for details. For more information, please contact <a href="mailto:sponsorships@aagl.org">sponsorships@aagl.org</a>.</td>
</tr>
<tr>
<td>Industry Breakfast</td>
<td>$5,500</td>
<td>See section on page 12 for details. For more information, please contact <a href="mailto:sponsorships@aagl.org">sponsorships@aagl.org</a>.</td>
</tr>
<tr>
<td>Keynote Speaker Sponsorships</td>
<td>Varies</td>
<td>The AAGL Global Congress will feature 2 Impactful Keynote Speakers, including the prestigious Jordan M. Phillips Keynote Address presented during the Opening Ceremony on Monday, November 13th. Your sponsorship will be recognized, during the Keynote Speaker’s address, in promotional materials (including marketing campaigns), as well as in the Final Program. Please contact <a href="mailto:sponsorships@aagl.org">sponsorships@aagl.org</a> to inquire about this important opportunity.</td>
</tr>
<tr>
<td>&quot;Discussions With the Experts&quot; Luncheon Roundtables</td>
<td>$10,000</td>
<td>During the PG Course days of the congress, November 12-13, 2017, congress attendees can attend a plated luncheon featuring experts presenting on a variety of relevant topics in the field of MIGS. This intimate setting (tables are limited to 10 total) offers congress attendees access to these experts that many of them would not have otherwise (multiple opportunities available).</td>
</tr>
</tbody>
</table>

*Sponsorship fees are not inclusive of charges for creation, installation, electrical, or other hotel or vendor service charges (including delivery).
Education Calendar

The following educational meetings are sponsored, endorsed or acknowledged by the AAGL.

**Global Endometriosis Summit**
*July 20-21, 2017*
Jon I. Einarsson, Scientific Program Chair
Marcello Ceccaroni, Co-Chair
Reykjavik, Iceland

**FMIGS Fellows and Resident Surgical Boot Camp**
*August 4-6, 2017*
Matthew Siedhoff, Scientific Program Chair
New York, New York

**2nd Workshop on Surgical Anatomy of the Pelvis and Procedures in Patients with Chronic Pelvic Pain**
*December 8-9, 2017*
Scientific Program Chair: Michael Hibner
Co-Chair: Nita A. Desai
Lab Chair: Mark W. Dassel
Phoenix, Arizona

**46th AAGL Annual Global Congress on MIGS**
*November 12-16, 2017*
Sawsan As-Sanie, Scientific Program Chair
Gaylord National Resort and Convention Center
National Harbor (Washington, DC), Maryland

**47th AAGL Annual Global Congress on MIGS**
*November 11-15, 2018*
MGM Grand Hotel & Casino
Las Vegas, Nevada

**48th AAGL Annual Global Congress on MIGS**
*November 9-13, 2019*
Vancouver Convention Centre
Vancouver, British Columbia, Canada
2016 Participating Companies

3D Systems, Healthcare
3-Dmed
5 Senses Beyond
Advanced Endoscopy Devices, Inc.
AEGEA Medical Inc.
Aesculap
Allen Medical Systems, Inc.
Alma Lasers
Anchor Products Company
Applied Medical
ASPIRA LABS
Baxter Healthcare
Bayer Healthcare, LLC
Blue Endo
Boston Scientific
Bovie Medical Corporation
Brainchild Surgical Devices
Buffalo Filter
Caldera Medical
ClearPath Surgical, Inc.
Coloplast
COMEFIG Medical Technologies
CONMED Corporation
Contemporary OB/GYN
CooperSurgical
Cynosure
Dan Allen Surgical LLC
DGMR | Global Intecepts
DySIS Medical Inc.
EFI B.V.
Electro Lube (Eagle Surgical Products, LLC)
Elsevier
Emmy Medical
EndoControl
Endometriosis Association
Ethicon US, LLC
Ethicon US, LLC
February Point Resort Estates LTD.
Federacion Mexicana de Endoscopia Ginecologica
Feel Good, Inc.
Focus Medical
Frontier Medical Innovations
FzioMed, Inc.
Genicon

GYNEX
Halt Medical, Inc.
Hologic, Inc.
Innovative Medical Products, Inc.
Intuitive Surgical, Inc.
Invuity, Inc.
ISurgicals Ltd.
Karl Storz Endoscopy-Latino America
Karl Storz Endoscopy-America, Inc.
Lexion Medical
LiNA Medical
Lumenis, Inc.
Marina Medical Instruments
MedGlobe
Medtronic
MiMedx Group, Inc.
Mimic Simulation
Minerva Surgical
Neoscope 2020
Nino Med, LLC
OBG Management
Olympus America Inc.
Pee Bee India Endoscopy
Rebotix Panama
RESECTR
Sciton
Stryker Endoscopy
Surgical Science Inc.
SurgiTools PTY LTD
Suture Ease, Inc.
Symmetry Surgical
Teleflex Medical
Teleflex Medical
Tens Technologies Inc.
The O.R. Company
The Prometheus Group
Thermi
TransEnterix, Inc.
Utah Medical Products, Inc.
Richard Wolf Medical Instruments Corporation
Wolters Kluwer
Xodus Medical, Inc.

Corporate Sponsors 2016

The AAGL gratefully acknowledges the generous contributions of unrestricted educational grants from the following corporations that participated in the 2016 Corporate Sponsorship Program:

**PLATINUM**
- CooperSurgical, Inc.
- Hologic, Inc.
- Medtronic
- Olympus America Inc.
- Karl Storz Endoscopy-America, Inc.

**GOLD**
- Bayer Healthcare
- Boston Scientific
- Coloplast
- CONMED Corporation
- Ethicon US, LLC
- Intuitive Surgical

**SILVER**
- Teleflex
- Richard Wolf Medical Instruments Corporation

**BRONZE**
- Aesculap
- Baxter Healthcare
- Blue Endo
- Halt Medical, Inc.
- LiNA Medical
- Minerva Surgical
- OmniGuide
- Stryker Endoscopy