XIII Congress of the Spanish Radiosurgery Society

17, 18 & 19 October 2012
Donostia-San Sebastián
Technology Park

Technical Exhibition and Sponsorship Dossier
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Dear friends,

Seventeen years after it was founded, this Radiosurgery Unit is delighted to inform you that we have undertaken to host the **XIII National Congress of the Spanish Radiosurgery Society** in our city Donostia-San Sebastián on 17, 18 and 19 October 2012.

The Organising Committee is working on a comprehensive and attractive scientific programme, that meets the expectations that our Society requires and expects to achieve: the quality of care in Radiosurgery, its future technical development, both intra- and extracranially, and its economic analysis.

The approach for **XIII Congress** is to contextualise the present of our activity, analyse the results of Radiosurgery internationally (in the pathologies with the greatest impact on care) and disseminate them, by generating both discussions on indications and its "Cost-Effectiveness" analysis. We will conclude by agreeing on updated therapeutic guides.

We aim to create a human scale space -meeting point- where to share, discover and develop our professional opinions and expand the horizons of our friendships.

And we will work towards these objectives in the charming setting of our city, San Sebastián, which is currently immersed in the run-up to being the **European Capital of Culture 2016**, that makes it an even attractive destination.

Yours sincerely,

Eduardo Ramos
Chairman of the Organising Committee
### Organising Committee:

**Chair:**
Eduardo Ramos  
Neurosurgery

**Deputy Chairs:**
- David Ortiz de Urbina  
Oncology-Radiotherapy
- Mª Jesús Michelena  
Medical Management

**Secretary:**
Jon Etxeberria  
Onkologikoa General Manager

**Members:**
- Alicia Bollar  
Neurosurgery
- Laura Bragado  
Radiophysics
- Belén de Paula  
Oncology-Radiotherapy
- Melanie Erzilbengoa  
Radiophysics
- Arrate Guisasola  
Neurosurgery
- Jorge Guridi  
Neurosurgery
- Luis M. Larrea  
Oncology-Radiotherapy
- J.A. Larrea  
Neuroradiology
- Javier Massó  
Neuroradiology
- Sara Moral  
Radiophysics

### Scientific Committee:

**Coordinator:**
Jesús Rosa  
Oncology-Radiotherapy

**Members:**
- Javier Aristu  
Oncology-Radiotherapy
- Alicia Bollar  
Neurosurgery
- Belén de Paula  
Oncology-Radiotherapy
- Melanie Erzilbengoa  
Radiophysics
- Rafael García  
Radiophysics
- Arrate Guisasola  
Neurosurgery
- Jorge Guridi  
Neurosurgery
- Elena Kusak  
Neurosurgery
- Luis M. Larrea  
Neuroradiology
- J.A. Larrea  
Neuroradiology
- Roberto Martínez  
Radiophysics
- Javier Massó  
Radiophysics
- Luis Núñez  
Neurosurgery
- Germán Rey  
Neurosurgery
- José Samblás  
Neurosurgery
- Kita Sallabanda  
Neurosurgery

### EXECUTIVE BOARD

**Chair**
Luis Larrea

**Deputy Chair**
Germán Rey

**Secretary**
José Samblás

**Treasurer**
Jorge Guridi

**Deputy Secretary**
José Begara

**Members**
- Víctor Muñoz
- Eduardo Ramos
- Javier Aristu
- Kita Sallabanda
- Luis Ley
- Escarlata López
- Cristina Picón
- Pilar Varela
PRELIMINARY PROGRAMME

Wednesday, 17 October
16.00 – 20.00 h. **PRE-CONGRESS: EDUCATING IN RADIOSURGERY COURSE**
(Accredited Course)
Training in Radiosurgery and Indications
For specialists in Neurosurgery, Oncology-Radiotherapy / Medical Oncology / Medical Physics / Neuroradiology / Neurology / General Medicine / Residents
Venue: Onkologikoa.
Pº Dr. Beguiristain, 121 - 20014 Donostia - San Sebastián

20.30 h. **Welcome Reception: San Sebastián Aquarium**
Transport will be organised for the delegates at the Pre-Congress Course to San Sebastián Aquarium

Thursday, 18 October
Transfer from the congress hotels to the Venue
08.00 – 09.00 h. Accreditation
09.00 – 09.15 h. Welcome and opening of the Congress
09.15 – 10.00 h. AVM and current situation of radiosurgery
10.00 – 10.30 h. Free Presentations I
10.30 – 11.00 h. Cost-Effectiveness radiosurgery in the AVM
11.00 – 11.30 h. Coffee Break
11.30 – 12.00 h. Current situation of cerebral MTS / Oligometastaic patients
12.00 – 12.30 h. Free Presentations II
12.30 – 13.00 h. **Official Opening**
13.00 – 14.00 h. Cost-Effectiveness Radiosurgery in Cerebral Metastases
14.00 – 15.30 h. Lunch served at the venue by Arbelaitz Restaurant
15.30 – 16.00 h. Acoustic Neurinoma and current situation of Radiosurgery
16.00 – 16.30 h. Free Presentations III
16.30 – 17.00 h. Cost-Effectiveness radiosurgery in acoustic neurinoma
17.00 – 17.30 h. Intracranial Radiosurgery. Hypofractionation
17.30 – 19.30 h. Round Table:
  * Vertebral SBRT
  * Lung SBRT
  * Liver SBRT
19.30 – 20.00 h. General Meeting of the Spanish Radiosurgery Society
Coach transfer from the venue to the congress hotels
21.30 h. **Congress Gala Dinner at the Miramar Palace**
Coach transfers from the congress hotels to the Miramar Palace and back

Friday 19 October
Transfer from the congress hotels to the Venue
09.00 – 11.00 h. PHYSICS session. Quality control.
Complications in Radiosurgery in the last 20 years
11.00 – 11.30 h. Coffee Break
11.30 – 13.00 h. Round Table: **New Technologies.**
13.00 – 13.30 h. Summary and conclusions of the Congress:
Economics / Effectiveness / Innovation
Justification and social performance in the Country
Summary and recommendations in Radiosurgery
13.30 – 14.00 h **Barcia Salorio Award ceremony for the best paper.**
14.00 h. Closing Session
Coach transfer from the venue to the Congress hotels
PARTNERSHIP OPTIONS

SERVICES FOR SPONSORS, PARTNERS AND EXHIBITORS

- Insertion of the logo of the sponsor/partner/exhibitor on the congress website.
- Insertion of the logo of the sponsor/partner/exhibitor on the congress programme.
- Insertion on the list of acknowledgements in the personalisation of the venue lobby (acknowledgement panels in the venue and projected).
- Delegate directory and congress documentation.
- Access to the trade exhibition will be free-of-charge for all individuals registered in the congress.
- Partnership with stand includes: Coffee, lunch, welcome drink and gala dinner for two people per stand.

OPTION 1: FREE PARTNERSHIP AND SPONSORSHIP

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 x 2 m module stands. (See characteristics)</td>
<td>€ 5,000</td>
</tr>
<tr>
<td>Sponsoring working coffee sessions, service for 150 people</td>
<td>€ 2,000</td>
</tr>
<tr>
<td>Sponsoring working lunches, service for 150 people</td>
<td>€ 4,500</td>
</tr>
<tr>
<td>Sponsoring the GALA DINNER at the Miramar Palace, for 150 people</td>
<td>€ 15,000</td>
</tr>
<tr>
<td>Sponsoring pre-congress course</td>
<td>€ 5,000</td>
</tr>
<tr>
<td><strong>Principal</strong> sponsor, logo permanently displayed, maximum two sponsors Principal sponsors in the conference room during the congress.</td>
<td>€ 4,000</td>
</tr>
<tr>
<td><strong>Privileged</strong> sponsor, logo permanently displayed, up to four sponsors. Privileged sponsors in the conference room during the congress. (Subject to principal sponsor partnership)</td>
<td>€ 2,500</td>
</tr>
<tr>
<td><strong>Conference</strong> sponsor, logo displayed in the sponsored act. (Subject to privileged and principal sponsor partnership)</td>
<td>€ 1,500</td>
</tr>
<tr>
<td>Speaker sponsoring</td>
<td>€ 2,500</td>
</tr>
<tr>
<td>Congress delegate bag sponsoring</td>
<td>€ 5,000</td>
</tr>
<tr>
<td>Notebook sponsoring</td>
<td>€ 1,500</td>
</tr>
<tr>
<td>Other partnerships</td>
<td>€ 3,000</td>
</tr>
<tr>
<td>Purchasing registrations</td>
<td>€ 500/ registration</td>
</tr>
</tbody>
</table>

You can pay for the registration through the Technical Secretariat of the Congress and which you manage totally independently.

(21%) VAT not included.

Any commercial companies interested in any of these partnership options shall complete the following form and send it to the Technical Secretariat.

As the applications will be processed on a strict first-come-first-served basis, any interested companies or institutions should apply before **31 May 2012**.
Form 1

PARTNERSHIP AGREEMENT WITH THE ONKOLOGIKOA FOUNDATION

Please indicate the desired partnership option.

On behalf of the company / Institution that I represent and by virtue of my post, I hereby accept the

partnership for the sum of €

(21%) VAT not included.

If the contribution that you wish to make does not coincide with any of the above proposals, you can opt for free partnership:

I wish to make a financial contribution of: ……………………...€ to collaborate with the congress. (21%) VAT not included.

We hereby make the payment for the total amount pledged.

PAYMENT METHODS:

- Bank cheque make out to: Ref. XIII Radiosurgery Congress
- Bank transfer to: KUTXA – Account Nr.: 2101 0001 170012961397

Signature and stamp (Sponsor) Signature and stamp (Organisation)

Please send the duly completed form, together with the cheque or copy of the bank transfer to:

TISA CONGRESOS Ref. XIII Radiosurgery Congress
Avda. de la Libertad 17-3º - 20004 DONOSTIA-SAN SEBASTIÁN
Tel. +34 943 42 54 20  Fax. +34 943 42 21 24  E-mail: tisa-congresos@tisasa.es
OPTION 2: TECHNICAL EXHIBITION

This product / technology exhibition aims to showcase the latest trends in the sector for all the congress delegates.

**Exhibition dates:** 18-19 October 2012  
**Venue:** San Sebastián Technology Park, Central Building.

Entrance will be free for all congress delegates.

The exhibitors and people who are going to run the stand on 18 and 19 October shall complete the registration form and make the relevant payment through the congress technical secretariat.

**Contracting stand space:**

You can contract a stand by filling in and signing the attached exhibition agreement, which should be sent to the TECHNICAL SECRETARIAT, together with the cheque or a copy of the bank transfer for, at least, 50% of the total cost. The balance must be paid at least 30 days prior to the start of the Congress.

**Stands available:** 6 stands

Stand: (3 x 2m.) 6 m²  
€ 5,000 + 21% V.A.T.

**Allocation of space:** On a strict first-come-first-served basis.

If all the stands are not taken up, the plan will amended and we will try to allocate the spaces that are near as possible to those initially allocated.

**Cancellations:**

Should the Congress be cancelled, the exhibitors hereby undertake not to take any action against the organisation and the latter undertakes to return the amounts that each exhibitor has paid, after discounting the percentage established as the management fee.
ASSEMBLY AND DISMOUNTING INSTRUCTIONS

Accreditation of the assembly team:

In order to have access to the San Sebastián Technology Park - Main Building, the exhibitor is required to send the following details at least 48 hours ahead of the date and time set to start mounting the exhibition by fax 943 42 21 24 or to tisa-congresos@tisasa.es:

- List of the people (name, surnames and ID number) who are going to work in the Park and who will be responsible for delivering and removing the materials and assembling and dismounting the stands.

Only the duly accredited individuals will have access to the Miramón Technology Park facilities.

The members of the assembly team shall have the mandatory protection garments, working clothes, safety footwear, etc., or other necessary equipment.

Obligations:

The assembly and dismounting inside / contents of the stands shall be carried out during the time slots indicated by the Organisation and using the assigned entrances.

Assembly: From 09.00 to 18.00 hours on 17 October.
Dismounting: 19 October, from the time that the congress ends.

The stand location shall comply with the model proposed by the Organisation and approved by the technical department of the Miramón Technology Park, so that the emergency evacuation routes are kept free.

The Organisation reserves the right to refuse authorisation to mount designs that due to their dimensions, deficient services or installations hinder the smooth running of the Congress.

GOODS:

Goods shall be received from 9.00 to 14.00 hours on 15 October.

The goods shall be removed after 18.00 hours on 19 October.

All parcels shall be identified with three labels on the top.

Label No. 1 (Address to which the goods must be sent):

PARQUE TECNOLÓGICO DE MIRAMÓN - Edificio Central
Almacén de Congresos
Paseo Mikeletegi / Mikeletegi Pasealekua 53
20009 San Sebastián
Label No. 2 (Sender):
Name and postal address of the exhibitor
Stand number. Number of packages. Contact details.

Label No. 3 (Reference): 
Ref. XIII Radiosurgery Congress (18-19 October 2012)

At the end of the Congress, the Park will be considered to be able to dispose of any materials not been deposited in the warehouse. The stored material shall be identified with the details of the exhibitor and destination address.

The exhibitor shall be responsible for moving its materials from the warehouse to its stand and vice versa.

No type of material may be affixed to the floor.
Posters may not affixed to the columns/walls or on any surface of the hall.

Neither the Organisation nor the Park shall be liable for the goods from the time they entry until their removal from the Park. The exhibitor shall take out the necessary insurance, when necessary.

The contracting company shall be liable for any damage to the floor or wall of the contracted space, and shall likewise be liable for its own material.

The exhibitors shall be liable for cleaning the inside of the stands, and for removing the boxes and any excess assembly material.

If bulky machinery or appliances are to be exhibited on the stands, please notify the Technical Secretariat (tel. +34 943 42 54 20) in advance with their measurements to confirm whether access is possible and agree on the most suitable route.

Boxes and packaging must not be visible in the stands. Once the exhibition is open, they can be kept in the assigned warehouse.

THE THREE INFORMATION PAGES ON THE TECHNICAL EXHIBITION MUST BE RETURNED SIGNED AND SEALED BY THE STAND MANAGER AT LEAST 30 DAYS PRIOR TO THE START OF THE CONGRESS

Exhibitor signature and stamp.
Stand manager name and surnames: ________________________________

Please send to:

TISA CONGRESOS Ref. XIII Radiosurgery Congress
Avda. de la Libertad 17-3º - 20004 DONOSTIA-SAN SEBASTIÁN
Tel. +34 943 42 54 20 Fax. +34 943 42 21 24 E-mail: tisa-congresos@tisasa.es
VENUE PLAN: TECHNICAL EXHIBITION

SAN SEBASTIÁN TECHNOLOGY PARK.

<table>
<thead>
<tr>
<th>STAND</th>
<th>COMPANY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Elekta</td>
</tr>
<tr>
<td>4</td>
<td>Brainlab</td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>
Form 2

TECHNICAL EXHIBITION CONTRACT WITH THE ONKOLOGIKOA FOUNDATION

Mr. / Mrs. ________________________________________________________________________________
Company name ____________________________________________________________________________
Address ___________________________________________________________________________________
City _______________________________________________________________________________________
Post Code ____________________ Tax No. ________________
Telephone ____________________ Fax ____________________ E-mail: ________________________________

On behalf of the company / Institution that I represent and by virtue of my post, I hereby accept the
general regulations of the technical exhibition and I hereby undertake to comply with them from the
signing of this contract.

Item and price:
6 m² (3x 2) Stand = € 5,000  (21% VAT not included)
(Does not include modular stand assembly)

Stand number.________________

Payment:
We hereby pay 50% of the total amount agreed, to rent the space for the stand.
50 % stand amount: = _________________€

PAYMENT METHODS:

o Bank cheque make out to: Ref. XIII Radiosurgery Congress
  KUTXA - Account Nr.: 2101 0001 170012961397

Signature and stamp (Sponsor)  Signature and stamp (Organisation)

Please send the duly completed form, together with the cheque or copy of the bank transfer to:

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REQUEST FOR COMPLEMENTARY ARTICLES FOR THE TECHNICAL EXHIBITION

<table>
<thead>
<tr>
<th>PRODUCT</th>
<th>UNITS</th>
<th>PRICE (WITHOUT VAT 21%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circular Table</td>
<td></td>
<td>75 euros</td>
</tr>
<tr>
<td>Stool with arms</td>
<td></td>
<td>17 euros</td>
</tr>
<tr>
<td>Stool</td>
<td></td>
<td>28 euros</td>
</tr>
<tr>
<td>Counter - Display Case</td>
<td></td>
<td>135 euros</td>
</tr>
<tr>
<td>Counter WITHOUT Display Case</td>
<td></td>
<td>103 euros</td>
</tr>
<tr>
<td>Stainless Steel Shelving</td>
<td></td>
<td>28 euros</td>
</tr>
<tr>
<td>Office Rectangular Table</td>
<td></td>
<td>103 euros</td>
</tr>
<tr>
<td>Landscaping/Plant</td>
<td></td>
<td>35 euros</td>
</tr>
<tr>
<td>Bin</td>
<td></td>
<td>6 euros</td>
</tr>
<tr>
<td>Coat stand</td>
<td></td>
<td>17 euros</td>
</tr>
<tr>
<td>Carpeting, m²</td>
<td></td>
<td>8 euros m²</td>
</tr>
<tr>
<td>MODULAR STAND Assembly</td>
<td></td>
<td>240 euros</td>
</tr>
</tbody>
</table>

*Characteristics:
Assembly-dismounting (3x2) m modular stand with the following characteristics:
Panelling with aluminium frame.
Front identification sign on cut vinyl (alphanumeric characters).
50 w/m² lighting (approx.) and 1000w socket
Blue fireproof carpeting for the floor M3

Please contact the Technical Secretariat if you need a more powerful lighting socket to be included in the stand

Mr. / Mrs. ____________________________
Company name ____________________________ Post Code ____________
Address ____________________________ City ____________ Tax No. ____________
Telephone ____________________________ Fax ____________________________ E-mail: ____________________________

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