

HOTEL ROOM DROPS

How it works

The room drops will be delivered to all ISHRS room block guests at the Corinthia Hotel Prague only and will occur on one day only, **Thursday, October 5, 2017**. This is not an exclusive offer. All ISHRS room drops will be made on that day. The drop will go to all rooms in the ISHRS block at the Corinthia Hotel Prague, which will be approximately 320 guest rooms, dependent upon final attendance.

Costs

- 1) Fee to the ISHRS:
 - a. **For exhibiting companies:**
 - i. \$1,500 USD for an envelope (with one page inserted) or one-page flyer
 - ii. \$2,500 USD for a larger item
 - b. **For non-exhibiting companies:**
 - i. \$2,500 USD for an envelope (with one page inserted) or one-page flyer
 - ii. \$3,500 USD for a larger item.

Note: The fees listed above entitle you only to the right to make the room drop. The ISHRS will forward a list of approved room drop companies to the Corinthia Hotel Prague.

- 2) In addition to the above fee, you will be responsible for:
 - a. Producing your own room drop materials and delivering them to the Corinthia Hotel Prague in a condition ready to be delivered to the rooms by the date required. The hotel will not collate or prepare your materials. They must be provided in a ready to be delivered state.
 - b. The Corinthia Hotel Prague's room drop fees. Currently, but subject to possible increase, the hotel charges room drops fees of €2 EUR per room per item.
 - c. Any receiving/handling fees your items may incur at the Corinthia Hotel Prague.

Once your Room Drop Agreement is accepted by the ISHRS, you will be given information from the ISHRS on how to proceed.

Policies

The Corinthia Hotel Prague will not accept room drop materials without the consent of the ISHRS.

Guidelines for room drop materials are as follows. All materials will be checked on-site for compliance to these rules.

- The ISHRS logo may not be used on the materials.
- You may not state or imply that your product or service is endorsed or recommended by the ISHRS.
- You may not state that your product/service is better than another product or service.
- The ISHRS requires you to forward your room drop piece for review and approval by **August 4, 2017**. You may email it to Jule Uddfolk at juddfolk@ishrs.org.

How to sign up

- Go to www.25thannual.org
- Click "Exhibitor Information" link
- Click "Exhibit Registration" link
- Complete the online Room Drop option

Your payment, with the Room Drop Agreement, must be received by August 4, 2017.



Take advantage of the opportunity to catch the attention of ISHRS meeting attendees by organizing a room drop.

*Invite attendees to your booth

*Feature show specials

*Highlight a new product

*Educate on the uses of your products or services