Dear Exhibitors and Vendor Sponsors:

On behalf of the Organizing Committee for WCBP 2009, 13th Symposium on the Interface of Regulatory and Analytical Sciences for Biotechnology Health Products, I would like to invite your company's participation in and support of WCBP 2009. Building upon the very successful history of the last twelve WCBP Symposia, we expect approximately 450 attendees. Both the plenary lecture program and workshop discussion program are of exceptional technical quality and are uniquely oriented to both practical laboratory and regulatory issues routinely faced in the biotechnology pharmaceutical industry. Thus the Symposium attendees will primarily be upper level managers and scientists in the analytical field from the biotechnology pharmaceutical industry. For more information on the program please browse the Symposium Web site at www.casss.org.

Please examine the following opportunities for your company to participate in the meeting:

**Tabletop Exhibits**
The exhibition will be held on Monday, Tuesday and Wednesday January 12, 13 and 14. The tabletop exhibits will be located in the same area where the breakfasts, coffee breaks, lunch on Tuesday, evening reception on Tuesday and poster sessions on Monday and Tuesday will be held. Exhibit teardown will take place Wednesday afternoon following the afternoon break. The exhibitor fee for the 3-day exhibit is $2,795, which includes one complimentary registration to the meeting and the Welcome Reception at the Museum of Modern Art or $3,495, which includes two complimentary registrations to the meeting and the Welcome Reception at the Museum of Modern Art.

**Technical Seminars**
We will provide an opportunity for a limited number of technical seminars by sponsoring or exhibiting vendors. These will be 60 minutes in length and scheduled on Tuesday, January 13th. The Symposium will provide meeting rooms in the Intercontinental San Francisco Hotel equipped with a microphone, LCD projector and screen. Technical seminar information including title, presenters, time, location and seminar abstract will be included in the Symposium Final Program and Symposium Web site. The fee is $2,500 from companies presenting a technical seminar.

**Final Program Advertisements**
We are providing an opportunity for ad placements in the final program book. This will include advertisements on the inside front cover, the inside and outside back cover and internal to the program. Cover advertisements are priced at $2,000 for full color; internal ads are priced at $1,000 (black and white only.)

**Pen for Symposium Bag**
One sponsor may provide a pen, which will be included in the Symposium bag. The pen can carry the sponsor's name and/or logo tastefully displayed. The Symposium will either purchase pens with reimbursement by the sponsor, or request that the Organizing Committee approve the sponsor's choice of pen. The fee is $500 for the Symposium pen.

**Product Literature Insertions**
Sponsors may submit a leaflet or small brochure describing their products or services for insertion into the Symposium bag. The fee is $500 for each product literature insertion.

In addition, all exhibiting and sponsoring vendors will be listed in the Symposium Final Program and on the Symposium Web site. The deadline for inclusion in the Final Program is December 19, 2008.

Sincerely,

Karen A. Bertani, CMP
WCBP 2009 Symposium Manager
GENERAL INFORMATION AND SPECIFICATIONS

The exhibition will be held on Monday, Tuesday and Wednesday, January 12, 13 and 14. Exhibit tables will be located in the Grand Foyer at the Intercontinental San Francisco Hotel. The exhibitor fee for the 3-day exhibit is $2,795 (for one complimentary badge/registration to the meeting and the Welcome Reception at the Museum of Modern Art) or $3,495 (for two complimentary badges/registrations to the meeting and the Welcome Reception at the Museum of Modern Art). Each tabletop display will consist of one 6-foot x 30-inch table with one chair for each badge purchased.

**Important special requirements for tabletops:**
Tabletop booths cannot exceed 8’ in height, must fit on a 6’ X 30” banquet table and must be carried into the hotel by the exhibitor or a hotel bellman. Due to the small number of companies that can participate in this show because of limited space, drayage and storage fees for tabletops are cost prohibitive. In addition, the hotel has limited storage space and therefore is difficult for them to accept shipments of large boxes/or freight. The exhibitor should bring all exhibit materials to the hotel on Sunday afternoon. If materials must be sent in advance and the boxes are less than 50 pounds, please make arrangements for shipping the materials. If you ship materials to the hotel, the hotel has limited storage space and therefore your shipments should arrive at the hotel no earlier than Wednesday, January 7, 2009 and no later than Saturday, January 10, 2009. Please see Hotel Information below for shipping label instructions.

APPLICATIONS FOR TABLES AND ASSIGNMENT OF SPACE

The application should be completed and mailed or faxed with payment to:
Karen A. Bertani, CMP, WCBP 2009 Symposium Manager
CASSS
5900 Hollis Street, Suite R3
Emeryville, CA 94608 USA
Fax: 510-428-0740

Space will be assigned according to the date when the final contract is received in the Symposium Manager’s office, accompanied by full payment for the tabletop display. Space is limited and available on a first-come, first-serve basis. If exhibit space is not available, please consider other sponsorship opportunities such as technical seminars, final program advertisements and/or sponsoring the Symposium bags.

HOTEL INFORMATION

Intercontinental San Francisco Hotel
888 Howard Street
San Francisco, CA 94013
Telephone: 415.616.6500

HOTEL ROOM RATES AND RESERVATIONS

A limited number of rooms are reserved for Symposium delegates at a special group rate of $249 (plus 14% occupancy tax.) To make room reservations, contact the Intercontinental San Francisco Hotel at the above number. Please identify yourself as an attendee of the WCBP 2009 Symposium to secure the above rates. Reservations made by December 19, 2008, which include a one night’s deposit, will guarantee hotel rooms at the Symposium group rate. All reservations that are not guaranteed with either a credit card or a one night’s deposit are subject to cancellation. After December 19, 2008, reservations will be accepted on a space available basis. If the rate requested is not available, the next available rate will be confirmed. **NOTE:** Check-in time is 3:00 p.m. and check-out time is 12:00 p.m.

OPPORTUNITIES TO VISIT THE TABLETOP EXHIBITS

The Grand Foyer of the Intercontinental San Francisco Hotel will be open to view the exhibits from 7:30 am on Monday through 3:30 pm on Wednesday. The Organizing Committee has planned the following opportunities to visit the tabletops:
- Breakfast on Monday, Tuesday and Wednesday mornings
- Morning and afternoon coffee breaks on Monday, Tuesday and Wednesday
- Hosted lunch on Tuesday
- Evening reception on Tuesday
- Poster Session on Monday and Tuesday afternoon (exact time TBD)
- The Grand Foyer will be open during the lecture and workshop sessions as well

EXPANDED COVERAGE THROUGH ENHANCED SYMPOSIUM WEB SITE

Exhibiting companies will be featured with company name and hyperlinks on the Symposium Web site (www.casss.org) within five days of receipt of contract. The Symposium Web site is the main portal for the meeting and will be utilized by most attendees for the submission of abstracts, program updates, on-line registration and to view the accepted abstracts following the submission deadline. Exhibiting companies will benefit from this exposure on the Symposium Web site. An exhibitor’s contract is enclosed. Space is limited to only **30 tabletops.** Please sign up early to assure your space and to gain additional exposure on the Symposium Web site.
POWER NEEDS
The hotel charges a flat fee of $150.00 for each 120-volt outlet and power strip. If you have special needs or questions, please contact Karen Bertani at the Symposium Manager's office by December 19, 2008 at 510.428.0740.

ADMISSION TO THE EXHIBIT AREA
Admission to the Grand Foyer for both exhibitors and attendees is by badge only. The exhibit area will be closed to the public. Official badges for exhibitors will be limited to the one or two badges purchased by the exhibiting company for each tabletop. (See GENERAL INFORMATION.)

INSTALLATION AND REMOVAL OF EXHIBITS
The Grand Foyer will be available to set up the tabletops from 1:00 – 6:00 pm on Sunday, January 11, 2009. Exhibitors must obtain exhibitor badges to gain admission to the exhibition area. Displays must be dismantled and removed from the Grand Foyer between 3:30-6:30 pm on Wednesday, January 14.

CONTRACT FOR SPACE
The regulations included in this brochure become a part of the contract between the exhibitors and CASSS, sponsors of WCBP 2008. They have been formulated in the best interest of the exhibitors. CASSS respectfully asks for the full cooperation of the exhibitors in their observance of these regulations. All points not covered are subject to the decision of the Program Co-Chairs or Symposium Manager.

LIABILITY
It is mutually agreed that CASSS and the Intercontinental San Francisco Hotel will not be liable to an exhibitor for injuries to his/her person resulting from any cause, all claims or any such loss, damage or injury, being expressly waived by the exhibitor. CASSS will provide a security guard during the hours that the exhibits are closed.

QUESTIONS
Please contact the Symposium Manager if you have any questions or would like additional information about WCBP 2009 or other CASSS-sponsored Symposia.

WCBP 2009 Symposium Manager
Karen A. Bertani, CMP
CASSS
5900 Hollis Street, Suite R3
Emeryville, CA 94608 USA
Telephone: 510.428.0740; FAX: 510.428.0741
E-mail: kbertani@casss.org
Symposium Web site: www.casss.org

PERMANENT ORGANIZING COMMITTEE
Robert Cunico, Bay Bioanalytical Laboratory, Inc.; John Dougherty, Eli Lilly and Company; John Frenz, GlobalImmune, Inc. (Chair); William Hancock, The Barnett Institute, Northeastern University; Michael Kunitani, Genentech, Inc.; Thomas Layloff, Management Sciences for Health, Robert Sitrin, Merck Research Laboratories (chair)

WORKSHOP COMMITTEE Co-CHAIRS
Roman Drews, CBER, FDA; Elizabeth Fowler, Xcellerex, Inc.; Mark Schenerman, MedImmune; Patrick Swann, CDER, FDA

SYMPOSIUM CO-SPONSORSHIP and COLLABORATING ORGANIZATIONS
WCBP 2008 is sponsored by CASSS and the United States Food and Drug Administration (FDA). The Symposium is organized with the collaboration of the following not-for-profit organizations: American Association of Pharmaceutical Scientists (AAPS), Biotec Section; American Chemical Society, Division of Analytical Chemistry (ACS, DAC); American Society for Gene Therapy (ASGT); Association of Biomolecular Resource Facilities (ABRF); Central New England Chromatography Council (CNECC); Fédération Internationale Pharmaceutique (FIP), Special Interest Group Pharmaceutical Biotechnology; International Association for Biologicals (IABs); International Society for Cellular Therapy (ISCT); National Institute for Biological Standards and Control (NIBSC); PDA, West Coast Chapter; United States Pharmacopeia (USP)

ATTENDANCE PROFILES

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**Major Corporate Sponsor**
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**Major Sponsors**
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Merck Research Laboratories

**Minor Sponsors**
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Novo Nordisk A/S
PharmaNet Consulting Group

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