

April 11-13, 2019 ■ Portland, OR
CROWNE PLAZA PORTLAND DOWNTOWN CONVENTION CENTER

— ASHI 2019 —
**REGIONAL EDUCATION
WORKSHOPS**
—



For more information about the
Regional Education Workshops,
please go to ashiregionals.org.

June 27-29, 2019 ■ Savannah, GA
THE DESOTO HOTEL

Terms and Conditions

ASHI Headquarters
1120 Route 73 • Suite 200 • Mount Laurel, NJ 08054

ASHI Regional Education Workshops

Terms and Conditions

Carefully review the terms and conditions that appear below. Per the terms and conditions, all vendors have agreed to comply with these guidelines. Questions may be directed to Caroline Canino, Associate Meeting Manager, at (856) 380-6844 or ccanino@ashi-hla.org.

LITERATURE TABLES

A 6 foot draped table and a chair will be provided for every sponsoring company. Use of the table must be limited to the display of information only and one pop up banner. **Specialty built back drops are not permitted. Use of your own table covering is allowed, however, all display items must be confined to your assigned tabletops.** Literature may be stored under your assigned table, but additional storage space is not available. Security will not be provided. Computers are allowed to demonstrate software products only. Otherwise, elaborate audio visual displays and equipment are prohibited. You may not place signs or literature elsewhere in the hotels. Any valuables should be removed at the end of each day and stored in a secure location.

SETUP TIMES

Regional Education Workshop 1: Portland, OR

Setup Times		Breakdown Times	
Thursday, April 11	4:00 pm – 6:00 pm	Saturday, April 13	12:00 pm – 2:00 pm

Vendor Open Hours	
Friday, April 12	7:30 am – 5:15 pm
Saturday, April 13	8:00 am – 12:00 pm

Regional Education Workshop 2: Savannah, GA

Setup Times		Breakdown Times	
Thursday, June 27	4:00 pm – 6:00 pm	Saturday, June 29	12:00 pm – 2:00 pm

Vendor Open Hours	
Friday, June 28	7:30 am – 5:15 pm
Saturday, June 29	8:00 am – 12:00 pm

***All food and beverage breaks will be hosted in the vendor room or in close proximity.**

INNOVATIVE TECHNOLOGY SESSION (If included in Corporate Sponsorship agreement or purchased)

You have the option to give a 12-minute presentation during the Innovative Technology Sessions at both Regional Education Workshops. The goal of these presentations is to highlight advances in products and services relevant to the field of Histocompatibility and Immunogenetics. Presentations must detail the principles, applications, advantages, and cost/benefits of the single most important product, the newest product released or to be released and any trends or future direction of the company to serve HLA community. It is imperative that you stay within the 12-minute time constraints to keep the program on time. The number of innovative technology sessions is limited.

REGISTRATION OF VENDOR PERSONNEL

Exhibiting companies will receive a complimentary “Exhibit Hall Only” badge. Corporate sponsors please refer to your corporate sponsorship agreement about complimentary badges. If your companies need more than the allotted complimentary passes, you must purchase additional Exhibitor Badges for those individuals at the rate of \$180 and an Education badge at attendee rate. All exhibitor personnel working the table for any length of time must be registered as an exhibitor. Badges may not be supplemented with business cards, ribbons, or company logos. The “Exhibit Hall Only” badge does not grant you access to any sessions occurring during the regional education workshops. If an exhibitor plans to attend any of the educational sessions, please register separately using the ASHI Regional Education Workshop online registration. Information on how to register exhibitor representatives will be sent at a later date.

LIABILITY

The American Society for Histocompatibility and Immunogenetics, respective Hotels, and Association Headquarters, Inc. and its agents or employees shall not be held responsible for any loss, theft or damage to the property of its participating sponsors, and their employees or representatives. Further, ASHI management will not be liable for damage or injury to persons or property during the term of this agreement from any cause whatsoever by reason of the occupancy of literature display by the participating sponsor. Participants shall indemnify and hold harmless ASHI management from all liability which might ensue from any cause whatsoever.

CANCELLATION

ASHI's performance of its obligations under the Commitment Agreement is subject to acts of God, war, disaster, government regulations, civil unrest, transportation interruption, terrorism, unavailability of function space to be utilized by ASHI for the Event, and other such conditions beyond the control of the parties making it inadvisable, illegal, impracticable, or impossible for ASHI to perform its obligation under the Commitment Agreement. The Commitment Agreement may be terminated by ASHI without liability for any one or more of such reasons upon written notice to Sponsor.

Should the sponsor be unable to participate in the meetings per the terms of Commitment Agreement he or she shall promptly notify in writing, Caroline Canino, Associate Meeting Manager, at ccanino@ashi-hla.org. Vendors fees are not refundable.

COMPLIANCE

The participating sponsors assume all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, state and federal governing bodies concerning fire, safety and health, together with the rules and regulations of the operators and/or owners of the property wherein the meetings are held.

CHARACTER OF EXHIBITS

All exhibits must conform to the standards set by the Health Convention and Exhibitors Association, which include the following:

- Canvassing or distributing advertising materials outside the exhibitor's own booth is not permitted. Solicitation of business, except by exhibiting firms is prohibited.
- Contests, lotteries, raffles, and games of chance are strictly prohibited as such activities reflect unfavorably on the
- character of the meeting. Exhibitors may not register attendees for contests, lotteries, raffles and games of chance that might be conducted during or after the meeting.
- Character of the exhibits is subject to the approval of the ASHI Exhibit Management. The right is reserved to refuse applications of concern not meeting standards required or expected, as well as the right to curtail exhibits or parts thereof which reflect unfavorably on the character of the meeting. Non-professional products or services are not permitted to be displayed. This applies to displays, literature, advertising, novelties, souvenirs, conduct of persons, etc.

AMERICANS WITH DISABILITIES ACT

Vendors shall be responsible for making vendor table accessible to persons with disabilities as required by the American with Disabilities Act, and shall hold ASHI harmless from any consequences of vendor's failure in this regard.