



MPhA
MARYLAND PHARMACISTS ASSOCIATION

136th Annual Convention
June 29-July 2, 2018
Clarion Resort Fontainebleau Hotel
Ocean City, MD

Exhibit Space Application & Contract

Consider the Benefits

The Maryland Pharmacists Association (MPhA) represents pharmacists from all practice areas in Maryland and the surrounding region. The Annual Convention brings together pharmacists for four days of professional education programs. Your exhibit is an important part of this total education experience. As exhibitors, you are the pharmacist's partner.

Exhibiting at the Trade Show offers you tremendous exposure to a vital segment of MPhA membership. This is your opportunity to inform pharmacists about your products and services, enhance your corporate image, and meet and interact with the decision-makers of Maryland Pharmacy. Not only do you meet face-to-face with Maryland Pharmacy leaders, but Trade Show exposure continues to be the most cost-effective way to reach qualified prospects.

Location

The Clarion Resort Fontainebleau Hotel in Ocean City, Maryland is the location for this year's meeting. The majority of our activities, including the Trade Show, will be held in the Clarion. Come share in the many programs and activities with the attendees.

Reserving Your Space

Complete the Exhibitor Application and Contract on the inside page and return to MPhA. No space reservations will be confirmed until the contract and full payment is received in the MPhA office. *If you have any questions, please contact MPhA at 443-583-8000.*

Exhibit Space

MPhA will provide one 6' clothed and skirted table, and a chair. *Note....* All food and beverage functions and sessions will be held in the Clarion, providing maximum exposure to our exhibitors.

Schedule

Friday, June 29

12:00-6:00pm Golf Outing Fundraiser
3:00-6:00pm Exhibitor Move-in
6:30-8:30pm Welcome Reception/Trade Show

Saturday, June 30

7:00 am-5:00 pm Registration
7:00 am-8:00 am Continental Breakfast
8:00 am-5:00 pm Sessions
10:15am-10:45am Break
11:45am-1:30pm Lunch – House of Delegates
3:30pm-4:00pm Break
5:30pm-7:30pm Crab Feast and Beach BBQ

Sunday, July 1

8:30am-5:15pm Sessions

Monday, July 2

8:00am-11:00am Sessions

No exhibit is permitted to obstruct the view of adjacent spaces. MPhA reserves the right to make changes, at exhibitor expense, of any exhibit that does not comply with the guidelines.

Eligibility for Exhibiting

In keeping with the education purposes of the Annual Convention, any exhibitor whose proposed exhibit will enhance the educational purpose of the meeting is eligible to apply for space. MPhA reserves the right to reject any application that in its judgement does not meet this criterion.

Space Rental

Each 8' x 10' Exhibit Space is \$ 950. Full payment for space is **due no later than Friday, June 8, 2018.**

Additional Information

For your own protection, be sure to read carefully the Terms and Conditions in this mailing. It is important that your representatives at the show be aware of these terms and conditions and the general information that affects the operation of exhibits.

Terms and Conditions—Contract for Space

The signed Exhibit Space Application and subsequent notice of assignment constitute a contract between the Maryland Pharmacists Association (hereinafter referred to as “MPhA”) and the exhibitor. The following rules are part of the contract. Any point not specifically covered in these rules is subject to the decision of MPhA, whose decision will be final.

Space Assignments

Assignments will be made based upon the date the exhibit space contract and full payment are received, as well as the space selection and location specifications supplied by the exhibitor. Location specifications include proximity to other companies. Priority of space selection is given to companies who are **Corporate Sponsors**, have exhibited in previous years and who advertise in the *Maryland Pharmacist*.

Cancellation

Requests for cancellation of exhibit space must be made in writing to MPhA. Telephone cancellations will not be accepted. All cancellations are subject to a \$200 non-refundable administrative fee. Cancellations received on or before Friday, June 8, 2018, will receive a refund less the non-refundable administrative fee. No refunds will be made on space cancelled after. MPhA retains the right to resell any space cancelled by the exhibitor.

Labor/Safety/Fire Codes

The exhibitor is responsible for knowledge of and compliance with all union requirements and fire and safety codes established by the State of Maryland and the Clarion Resort Fontainebleau Hotel. Space decorations must be flame proofed and all hangings must clear the floor. Electrical wiring must conform with all federal, state, and municipal government requirements and with National Electrical Code Safety Rules. If inspection indicates that an exhibitor has neglected to comply with these regulations or otherwise incurs fire hazards, MPhA reserves the right to cancel at exhibitor's expense all or such part of the exhibit as may be irregular.

Distribution

Distribution of product/service literature may be made only within the space assigned to the exhibitor presenting such information. Firms or organizations not assigned space in the exhibit area will not be permitted to solicit. Only customary/descriptive product literature and samples may be distributed to meeting registrants. No food or drink may be distributed from exhibitor spaces without the prior approval of MPhA. Water coolers are prohibited in the exhibit space.

Protection of Exhibit Facility

Exhibitors may not deface any part of the exhibit facility. The cost of repairing any damage to the hotel caused by the exhibitor, its employees, representatives or agents will be billed to and paid by the exhibitor. Nothing can be taped, tacked, nailed, screwed, or otherwise posted to the columns,

walls, floors, ceiling, furniture or other property of the hotel. All set up and dismantling of exhibit spaces and equipment must be conducted within the exhibit area. No storage of exhibit materials will be permitted between or behind space draping.

Use of Space

In keeping with the educational purpose of the 136th Annual Convention, sales and order-taking (entering into a contract of sale) are prohibited on the exhibit floor and other related areas during the meeting. No exhibitor is permitted to promote products, equipment or services other than its own.

If an article of a non-exhibiting firm or business is required for the operation or display of an exhibitor's wares, identification of such an article will be limited to the usual and regular name plates, imprinting or trademarks under which the article is sold in the regular course of business. No subletting of space is permitted. All activities must be confined to the limits of rented space and must not impede traffic or interfere with the activity of other exhibitors. MPhA may evict exhibitors who, because of noise, conduct of personnel, methods of operation, or any other reason, detract from the general educational character of the meeting. In case of eviction, MPhA will not issue a refund.

Liability and Insurance

The exhibitor is responsible for any claims arising out of its own negligence or out of the negligence of its employees or agents. MPhA will attempt to protect exhibitor property through conference center security personnel. The exhibitor will be responsible for protecting its own property to its full value, either through purchased insurance or self-insurance. MPhA will not assume responsibility for any loss or damage to exhibit property.

In holding the Exhibit, MPhA does not act as the agent of the exhibitor, the facility, the general service contractor or any other party. Claims against any party other than MPhA are to be submitted directly to the party involved.

If the 136th Annual Convention is cancelled due to fire, strikes, government regulations, acts of God or other causes beyond the control of the Association, MPhA will not be held liable for failure to hold the Trade Show as scheduled. In such circumstances, MPhA will refund the amount of the exhibit fee. In the event the Exhibit is cancelled, or the exhibitor does not participate due to circumstances within the control of MPhA, the liability of MPhA will be limited to a refund of all monies paid by the exhibitor as exhibit space rental and registration fees.



APPLICATION AND CONTRACT FOR EXHIBIT SPACE

June 29-July 2, 2018
Deadline: Friday, June 8, 2018

Exhibiting Company Information:

Company Name _____ Exhibit Contact _____
Address _____ City, State, Zip _____
Telephone _____ Fax _____
E-mail _____

Registration Information:

Important: Applications without full payment will not be assigned space. Each Booth fee includes (1) representative.

Rep. #1 Name _____ Email _____

Additional Representatives:

Add'l Rep. #1 Name _____ Add'l Rep. #2 Name _____

Space Selection:

If possible, we would prefer *not* to be located near the following companies:

Contract Information:

Agreement: I am an authorized representative for this *Exhibiting Company* with full power and authority to sign this application and contract for exhibit space. The *Exhibiting Company* has read and understands the Exhibitor Terms and Conditions, and agrees to comply with them and with any modifications and amendments communicated hereafter. In the event the Clarion Resort Fontainebleau Hotel, or any part shall be destroyed or damaged by fire or any other cause, or if any casualty or unforeseen circumstances, including strikes, natural disaster, shall cause the fulfillment of this contract by MPPhA impracticable, *Exhibiting Company* agrees that MPPhA shall not in any case be held liable or responsible to company for any damage caused thereby.

Authorized Signature

Name & Date (please print)

Exhibit space fee	\$ 950	\$ _____
Late Fee - after 6/8/18	\$ 100	\$ _____
Total Amount Enclosed		\$ _____

Method of Payment:

Check/Money Order (made payable to Maryland Pharmacists Association) Visa MasterCard Discover

Credit Card Number: _____ Exp. Date: _____

Security Code: _____ Signature: _____