



Sponsorship Opportunities

May 30 – June 2, 2019

Westin La Paloma Resort & Spa, Tucson, AZ

What Makes this Conference Unique?

Unparalleled Access to the People You Want to Reach

Unlike the typical dental convention, the OSAP Annual Conference has a targeted focus on infection control and safety. This focus not only allows companies to showcase their products and services, but also provides unequalled one-on-one access to the very decision-makers you want to reach. Attendees are top-level professionals with a major commitment to infection control and a keen interest in the companies that help them achieve it. No other meeting provides better integration of attendees, content, and industry.

Multi-Platform Content and Visibility

The Infection Control Event

The OSAP Annual Conference is the premier international event focused on infection control and safety in dentistry. The conference draws the top scientific authorities, opinion leaders, consultants, educators, policy-makers, government agency representatives, trade press, and executives in the dental industry. There is no better place to get in front of the movers and shakers in dental infection control and safety. Activities during the conference include a keynote presentation, panel discussions, plenary sessions, hands-on workshops, breakout sessions, and events such as a wine & cheese reception, the opening ceremonies and awards, lunches, coffee breaks, and the main reception and auction. The campus-like structure of the programming assures attendees remain on-site and provide a multitude of opportunities to mingle and meet key decision-makers and opinion leaders.

Web-Based Content

Conference information is available to all visitors of the OSAP website. The website provides additional opportunities for sponsor visibility.

INFECTION CONTROL LEADERSHIP

Demonstrate Expertise and Commitment to Safety

This is the conference that provides "first-in-the know" opportunities for infection control and safety developments. Align your brand with education and networking opportunities with infection control influencers.

Sponsorship Benefits

Sponsorship benefits vary by opportunity but may include some combination of these components:

- Listing and hyperlink on the conference website and conference app, where potential attendees go for information, to register, and to access the handouts.
- Signage at the conference and at specific events
- Company name in Annual Conference program
- One+ year's identification and hyperlink on speaker page with downloadable presentation and other resources that all visitors to the OSAP website access
- The OSAP Conference is one of the best, most cost-effective ways to make your company stand out.

SPONSOR TODAY!

Sponsorships available on a first-come, first-serve basis. Contact Andy Whitehead, Awhitehead@osap.org to secure your sponsorship today.

Indian Health Services Workshop – Sponsorship Opportunities

Refreshment Break Sponsor (limit of five).....\$1,500

- Company logo/link on website
- Company logo on sponsor signage
- Sponsor recognition in program guide

Box Lunch Sponsor (exclusive)\$2,500

- Company logo/link on website
- Company logo on sponsor signage
- Sponsor recognition in program guide
- Opportunity to distribute marketing material during lunch

Session Sponsors\$750

- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo on session signage
- Company logo in program guide

Wednesday, May 29, 2019 – IHS Preconference			
Time	Presentation		Sponsor
6:30 – 7:30 AM	Coffee w/Exhibitors	Sponsored by	
7:30 – 7:45 AM	Course Overview and Greetings		
7:45 – 8:15 AM	Principles of Infection Control		
8:15 – 8:45 AM	If Saliva Were Red Exercise		
8:45 – 9:45 AM	Introduction to Patient Safety		
9:45 – 10:15 AM	Refreshment Break in the Exhibit Hall	Sponsored by	
10:15 – 11:00 AM	Infection Control Coordinator Regulatory Guidance & Standards Overview		
11:00 – 11:30 AM	Sharps Safety		
11:45 AM – 12:45 PM	Box Lunch with Exhibitors	Sponsored by	
12:45 – 2:00 PM	Sterilization & Disinfection of Patient Care Instruments		
2:00 – 2:45 PM	Personal Protective Equipment, Res/Cough Hygiene Etiquette		
2:45 – 3:15 PM	CDC’s New Core Practices for IPAC: Safe Healthcare Delivery		
3:15 – 3:45 PM	Refreshment Break in the Exhibit Hall	Sponsored by	
3:45 – 5:00 PM	Surveillance & Breaches in Infection Control in Dentistry		
Thursday, May 30, 2019 – IHS Preconference			
6:30 – 7:30 AM	Coffee w/Exhibitors	Sponsored by	
7:30 – 8:30 AM	Dental Unit Waterlines		
8:30 -10:00 AM	Checklists in Action - Surface Contamination		
	Checklists in Action - Dental Unit Waterlines		
10:00 – 10:30 AM	Refreshment Break in the Exhibit Hall	Sponsored by	
10:30 – 11:00 AM	CDIPC™ Overview		
11:00 AM – 12:00 PM	Innovate, Integrate and Motivate for the Safest Dental Visit: Perfect Care for Every Patient		

Welcome Reception Meal (Limit of two sponsors).....\$12,500

- Recognition as the Welcome Reception Meal sponsor
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

Welcome Reception Bar (Limit of two sponsors).....\$7,500

- Recognition as the Welcome Reception Bar sponsor
- Opportunity to have a signature beverage
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

Welcome Reception Entertainment (exclusive)\$5,000

- Recognition as the Welcome Reception Entertainment sponsor
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

Friday Fun'd Raising Reception and Live Auction Meal (Limit of two sponsors)\$7,500

- Recognition as the Fun'd Raising Reception Meal Sponsor
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

Friday Fun'd Raising Reception and Live Auction Bar (Limit of two sponsors)\$5,000

- Recognition as the Fun'd Raising Reception Bar Sponsor
- Opportunity to have a signature drink
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

Saturday Lunch (Limit of two sponsors)\$7,500

- Opportunity to distribute marketing material during break
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

- Friday Box Lunch (Limit 2)\$5,000**
 - Company logo/link on website
 - Company logo on PowerPoint
 - Company logo on sponsor signage
 - Company logo in program guide
 - Opportunity to distribute marketing material during break

- WIFI Sponsor (exclusive).....\$2,500**
 - Company logo/banner on WIFI splash page
 - Company logo/link on website
 - Company logo on PowerPoint
 - Company logo on sponsor signage
 - Company logo in program guide

- Attendee Welcome Bag Sponsor (exclusive)\$3,500**
 - Company logo on Welcome Bag
 - Opportunity to include (1) marketing item in each welcome bag (sponsor to provide)
 - Company logo/link on website
 - Company logo on PowerPoint
 - Company logo on sponsor signage
 - Company logo in program guide

- Attendee Water Bottle Sponsor (exclusive)\$5,000**
 - Company logo on Water Bottle
 - Signage recognition at water stations
 - Company logo/link on website
 - Company logo on PowerPoint
 - Company logo on sponsor signage
 - Company logo in program guide

- Mobile App Sponsor (exclusive).....\$5,000**
 - Banner recognition on the mobile app home screen
 - Opportunity to send (2) push notifications to all attendees through the app
 - Company logo/link on website
 - Company logo on PowerPoint
 - Company logo on sponsor signage
 - Company logo in program guide

- VIP Reception Sponsor (exclusive).....\$1,000**
 - Opportunity to attend VIP reception with speakers, sponsors and the OSAP board members
 - Company logo/link on website
 - Company logo on PowerPoint
 - Company logo on sponsor signage
 - Company logo in program guide

Logo'ed Guest Room Key Cards (exclusive) \$2,500

- Company logo on Guest Room Key Cards
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

AM or PM Refreshment Break (limit of 6) \$2,500

- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide
- Opportunity to distribute marketing material during break

Charging Station (Limit 4) \$2,500

- Company logo on Charging Station
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

Hand Sanitizing Station (exclusive) \$2,500

- Company logo on Hand Sanitizing Station
 - Company logo/link on website
 - Company logo on PowerPoint
 - Company logo on sponsor signage
 - Company logo in program guide
- *Sponsor to provide all product*

Saturday Night Optional Activity (exclusive) \$2,000

- Company logo in bus window
- Company logo/link on website
- Company logo on PowerPoint
- Company logo on sponsor signage
- Company logo in program guide

Session Sponsors price listed below

- Company listing/link on website
- Company listing on PowerPoint
- Company listing on sponsor signage
- Company listing in program guide

Daily Schedule and Presentation Sponsorship Opportunities

Thursday, May 30, 2019				
Time	Presentation		Cost of Sponsorship	Additional Benefits
1:00 – 2:30 PM Concurrent Session	Pre-Conference Workshop Educators: Implementing TeamSTEPPS in a Dental Educational Setting		\$1,000	
1:00 – 2:30 PM Concurrent Session	Pre-Conference Workshop Consultants: Topic TBD		\$1,000	
1:00 – 2:30 PM Concurrent Session	Pre-Conference Workshop Corporate: OSAP-DANB Dental Industry Specialist in Infection Prevention and Control (DISIPC) TM		\$1,000	
1:00 – 2:30 PM Concurrent Session	Pre-Conference Workshop DSO: Presentation on: Benchmarking on Compliance and Bridging Gap Between Accreditation and _____.		\$1,000	
2:45 – 3:45 PM	Combined Consultants, Educators & DSO Forum: Update on the Current Work of the NORA HCSA Sector Council		\$1,000	

Friday, May 31, 2019				
Time	Presentation		Cost of Sponsorship	Additional Benefits
7:30 – 8:30 AM	Coffee w/Exhibitors	Sponsored by		
8:30 – 10:00 AM	Opening Ceremonies and Dr. John Zapp Global Lecture: Topic TBD		\$7,500	
10:00 – 10:30 AM	Refreshment Break in the Exhibit Hall	Sponsored by		
10:30 – 11:30 AM	Plenary: Patient Safety/Medication Errors		\$4,000	
1:00 – 2:30 PM	Panel Discussion: Risk and Breach Assessment (CDC Guidance) <ul style="list-style-type: none"> CDC Tools Application of Tools Risk Management/Liability 		\$5,000	
2:30 – 3:00 PM	Refreshment Break in the Exhibit Hall	Sponsored by		
3:00 – 4:00 PM Concurrent Session	Nitrous Oxide Safety in Dentistry		\$2,000	
3:00 – 4:00 PM Concurrent Session	Environmental IC		\$2,000	
3:00 – 4:00 PM Concurrent Session	PEP		\$2,000	
3:00 – 4:00 PM Concurrent Session	Global Dentistry Safety Standards		\$2,000	
4:15 – 5:15 PM	Plenary: Issues in Device Reprocessing		\$4,000	

Saturday, June 1, 2019

Time	Presentation		Cost of Sponsorship	Additional Benefits
6:30 – 7:30 AM	Waterline Panel <i>Facilitator: Eve Cuny</i>		\$5,000	
7:00 – 8:00 AM	Coffee w/Exhibitors	Sponsored by		
8:00 – 9:30 AM	Panel Discussion: Compliance <ul style="list-style-type: none"> • NIOSH • FDA • Joint Commission 		\$5,000	
9:30 – 10:30 AM	Plenary: Radiation Safety		\$4,000	
10:30 – 11:00 AM	Refreshment Break in the Exhibit Hall	Sponsored by		
11:00 AM – 12:00 PM Concurrent Session	Aerosols in Dentistry		\$2,000	
11:00 AM – 12:00 PM Concurrent Session	Antibiotic Stewardship		\$2,000	
11:00 AM – 12:00 PM Concurrent Session	Process Improvement		\$2,000	
1:00 – 2:00 PM Concurrent Session	Basic Airway		\$2,000	
1:00 – 2:00 PM Concurrent Session	Eye protection		\$2,000	
1:00 – 2:00 PM Concurrent Session	Accreditation		\$2,000	
2:15 – 3:45 PM	Pecha Kucha: OSAP Concept Album <ul style="list-style-type: none"> • Tools from IHS (dashboard, etc.) • TBD • CDC App Immunization/ Online Tools • Compliance Tools (iPad, etc.) • One World Campaign 		\$5,000	
4:00 – 5:00 PM	Closing Plenary Lecture: CDICP (Certification)		\$4,000	

Have a Unique Sponsorship Idea?

The 2019 OSAP Annual Conference offers a variety of unique opportunities to increase your visibility and maximize your exposure. If you have an idea for a unique sponsorship that is not listed in this prospectus, we will be happy to customize something to meet your marketing objectives. Please contact Andy Whitehead at Awhitehead@osap.org.

Exhibits:

Type	Early Contract w/Payment received by 3/15/19	Regular Contract w/Payment received between 3/16/19 – 4/30/19	Late Contract w/Payment received after 4/30/19
OSAP Member	\$1,995	\$2,250	\$2,500
OSAP Non-Member	\$2,500	\$2,750	\$3,000

- 6’ Exhibit Table in the exhibit hall (includes 2 chairs)
- Two complimentary full OSAP Annual Conference registrations (to be used by exhibit staff). Staff will not be permitted to attend Indian Health Services pre-conference sessions (due to space limitations).
- Company listing/link on website
- Company listing on PowerPoint
- Company listing on sponsor signage
- Company listing in program guide

Exhibit Schedule:

Tuesday, May 28, 2019 5:00 PM – 8:00 PM	Exhibitor Load-In
Wednesday, May 29, 2019 6:30 AM – 4:00 PM	Exhibit Hall Open
Thursday, May 30, 2019 6:30 AM – 11:00 AM	Exhibit Hall Open
Friday, May 31, 2019 7:30 AM – 4:30 PM	Exhibit Hall Open
Saturday, June 1, 2019 7:00 AM – 11:30 AM	Exhibit Hall Open
Saturday, June 1, 2019 11:30 PM – 2:00 PM	Exhibitor Dismantle

Additional Marketing Opportunities:

- Full Page Ad on the outside back cover of the Program Guide \$1,500
- Full Page Ad on the inside front cover of the Program Guide \$1,250
- Full Page Ad on the inside back cover of the Program Guide..... \$1,250
- Full Page Ad in the Conference Program Guide..... \$1,000
- Half-Page Ad in the Conference Program Guide \$750
- Quarter-Page Ad in the Conference Program Guide \$500

2019 OSAP Annual Conference - Sponsorship, Exhibit and Advertising Agreement

Contact Information (please print):

Company: _____ Telephone: _____

Mailing Address: _____

City: _____ State: _____ Postal Code: _____ Country: _____

Company Website: _____

Primary Contact Name: _____ Cell: _____

E-Mail Address: _____

Indian Health Services Workshop Sponsorship:

- Refreshment Break (Limit 5).....\$1,500
- Box Lunch (Limit 1)\$2,500
- Session Sponsor..... \$750

Session Title: _____
 Date: _____ Time: _____
 Price: _____

OSAP Annual Conference Sponsorship Options:

- Welcome Reception Meal (Limit 2)\$12,500
- Welcome Reception Bar (Limit 2).....\$7,500
- Welcome Reception Entertainment (Limit 1).....\$5,000
- Friday Fun'd Raising Reception Meal (Limit 2)\$7,500
- Friday Fun'd Raising Reception Bar (Limit 2).....\$5,000
- Saturday Lunch (Limit 2)\$7,500
- Friday Box Lunch (Limit 2)\$5,000
- Attendee Water Bottle (Limit 1).....\$5,000
- Mobile App (Limit 1).....\$5,000
- Attendee Welcome Bag (Limit 1)\$3,500
- Attendee Welcome Bag (Limit 1)\$3,500
- WIFI Sponsor (Exclusive).....\$2,500

- Logo'ed Guest Room Key Cards (Limit 1) \$2,500
 - AM or PM Refreshment Break (Limit 6) \$2,500
 - Charging Station (Limit 4) \$2,500
 - Hand Sanitizing Station (Limit 1) \$2,500
 - Saturday Night Optional Activity (Limit 1)..... \$2,000
 - VIP Reception (Limit 1) \$1,000
 - Session Sponsor See Pages 6 & 7
- Session Title: _____
 Date: _____ Time: _____
 Price: _____

Advertising Opportunities

- Full-Page Ad – Outside Back Cover\$1,500
- Full-Page Ad – Inside Front Cover\$1,250
- Full-Page Ad – Inside Back Cover\$1,250

- Full-Page Ad – Within\$1,000
- ½-Page Ad\$750
- ¼-Page Ad\$500

Exhibit Table:

Early Rate (contract received by 3/15/19):

- OSAP Member\$1,995
- OSAP Non-Member \$2,500

Regular Rate (contract received 3/16/19 – 4/30/19):

- OSAP Member\$2,250
- OSAP Non-Member \$2,750

Late Rate (contract received after 4/30/19):

- OSAP Member\$2,500
- OSAP Non-Member \$3,000

2019 OSAP Annual Conference - Sponsorship, Exhibit and Advertising Agreement – Payment Form

Payment Information: Full Payment Amount: _____ <input type="checkbox"/> Check or Money Order (made payable to OSAP) Mail to: OSAP (T. Zeravsky) Meeting Expectations 3525 Piedmont Rd Building Five, Suite 300 Atlanta, GA 30305 Fax to: (404) 240-0998	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express Name (as it appears on credit card) _____ Exp. Date of Card _____ Credit Card Number _____ Security Code _____ Billing Address _____ Signature _____
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Acceptance of OSAP Rules and Regulations

By signing this agreement, you agree to abide by the OSAP Code of Conduct and the Sponsor/Exhibitors Rules and Regulations.

Signature _____
Date

Please return signed agreement with payment (pages 9 & 10) to Tara Zeravsky at tzeravsky@meetingexpectations.com or fax to 404.240.0998.

OSAP Code of Conduct

Purpose

OSAP aims to provide a collaborative and constructive learning environment for all members, including clinicians, researchers, educators, consultants, and industry trade professionals. We aim to be inclusive and are committed to providing a friendly, safe and welcoming environment regardless of gender, gender expression, sexual orientation, race, color, religion (creed), age, national origin (ancestry), disability, marital status, or military status. OSAP staff, attendees, speakers, volunteers, media, venue staff, sponsors, or exhibitors, or their employees, subcontractors or agents are expected to further this goal and ensure a safe and positive conference experience for everyone. This Code of Conduct outlines OSAP's expectations for anyone attending or contributing to an OSAP meeting or educational activity, as well as the consequences for unacceptable behavior.

Expected Behavior

We expect all to abide by this policy in all venues for all meetings or educational activities including ancillary events and official and unofficial social gatherings.

1. Be professional, considerate, respectful of and collaborative with everyone.
2. Respect individuals' personal space and expectations of privacy.
3. Refrain from demeaning, discriminatory, or harassing behavior and speech.
4. Be mindful of events around you, and alert OSAP staff of any situation which may be dangerous or likely to cause someone distress, even if they seem minor.

Unacceptable Behavior

Unacceptable behavior includes conduct or language that is intimidating, harassing, abusive, discriminatory, derogative or demeaning towards another individual or group of individuals. OSAP considers unacceptable behavior to include:

1. Gestures, comments, or other conduct intended to target someone or a group of people's race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in a negative or demeaning manner;
2. Inappropriate, unwelcome or unwanted physical contact;
3. Stalking or following;
4. Comments, actions or gestures of a sexual nature, including the inappropriate (e.g., non-clinical) use of nudity or sexual images;
5. Conduct intended to intimidate or has the effect of being intimidating;
6. Physical or verbal abuse, including threats, pushing, shoving, or the use of any physical force against another person;
7. Behavior which is abusive, hostile, or demeaning to speakers or participants; and
8. Public intoxication.

Consequences

1. Anyone requested to stop unacceptable behavior is expected to comply immediately.
2. OSPA officials may take any action deemed necessary and appropriate, including immediate removal from the conference.

Reporting Unacceptable Behavior

Anyone who feels unsafe or threatened should immediately contact 911, approach hotel/venue security staff, or contact the appropriate public authorities.

If you are the subject of unacceptable behavior or have witnessed any such behavior during conference events, please contact Michelle Lee, OSPA's Executive Director at M +1 404-944-4824 or MLee@osap.org.

2019 OSAP Annual Conference – Code of Conduct and Sponsorship, Exhibit and Advertising Rules and Regulations

1. Exhibit Space Agreement: By submitting the agreement for exhibit space, the exhibitors' release OSAP (hereby referred to as Show Management) from all liabilities to exhibitor, its agents, licensees or employees that may arise because of submission of an agreement or participation in this exhibit. Acceptance of an agreement does not imply endorsement by Show Management of the exhibitor's products, nor does rejection imply lack of merit of product or manufacturer. Show Management has the sole right to determine eligibility of any company or product for inclusion in the Exhibit Hall. Show Management has the right to move any Exhibitor's location in the Exhibit Hall for any reason.

2. Payment & Cancellation Policy: Payment is due with signed agreement. Space will not be held until payment is received. If Exhibitor, for any reason, must cancel participation in the Exhibit Hall, Exhibitor must notify Show Management in writing and refunds will be issued based on the following schedule:

- Cancellation before March 15, 2019: 50% of total contract
- Cancellation between March 16 and April 30, 2019: 25% of total contract
- Cancellation after April 30, 2019: No refund

If due to war, fire, strike, terrorist acts, exhibit facility construction or renovations project, government regulation, public catastrophe, act of God or other cause beyond the control of Show Management, the show or any part thereof is prevented from being held, is canceled by Show Management or the Exhibit Space becomes unavailable, Show Management at its sole discretion, shall determine and refund to the Exhibitor an amount up to but not exceeding what has been paid by the Exhibitor to Show Management. In no case shall the amount of the refund to Exhibitor exceed the amount of the exhibit fee paid.

3. Exhibit Space: Exhibitor shall not harm, deface or damage the Exhibit Hall or any other area of the conference venue or any of its contents, or cause or permit the same to be done. Exhibitor shall not place or permit to be placed any nails, hooks, tacks, screws or any device into any portion of the conference venue. Exhibitor shall not use or permit the use of any tape, glue, cement or any other compound to fasten signs, banners, or any other form of display or advertisement to any portion of the conference venue. Exhibitor is liable for any damage caused by Exhibitor, or its representatives to building floors, walls, or columns, or to the property of other exhibitors. Exhibitors may not apply paint, lacquer, adhesive or other coating to building columns or floors or to standard booth equipment.

4. Dismantling: Exhibitors are required to remain open during the scheduled times listed in the Exhibitor Service Kit. Exhibits may not be dismantled before Show Management officially closes the show floor. Exhibits must be removed by the exhibitor from the show floor after the conference. Exhibitor agrees to return and restore the exhibit space, at its sole expense, to the same condition in which it existed prior to the Exhibitor's occupancy. Exhibitor shall be liable for all storage and handling and cleaning charges resulting from the failure to remove exhibit material from the Exhibit Hall by the deadlines listed in Exhibitor Service Kit.

5. Noise Levels: Exhibitors agree that noise levels must be kept to a minimum as not to interfere with other exhibits. Noise from any equipment of any kind must be kept within the confines of the exhibit space. Exhibitors may not demonstrate any equipment or cause any noise that may be objectionable to surrounding exhibitors.

6. Fire and Safety Regulations: Exhibitor agrees to comply with and accept full responsibility for compliance with all federal, state, and municipal fire and safety regulations.

7. Equipment or Machinery: Exhibitor assumes all responsibility for equipment and machinery that is to be part of their exhibit. Exhibitor understands that he/she must work with Show Management for placement of this equipment and to obtain any necessary permits and is solely responsible for the cost associated with installation and dismantling equipment.

8. Alcoholic Beverages: The use of alcoholic beverages by exhibitors on the Exhibit Hall floor is prohibited.

9. Exhibit Hall Admission: Show Management shall have sole control over Exhibit Hall admission always.

10. Booth Representatives: Booth representatives, including models or demonstrators, must be properly registered and wear badges. Individuals under the age of 18 are not permitted on the show floor anytime during the show.

11. Indemnity: Exhibitor agrees to indemnify Show Management, the conference venue, members, officers, directors, agents, and employees of each of these entities against and hold them harmless for any claims arising out of the acts or negligence of the Exhibitor, his agents, or employees, or out of labor disputes. Exhibitor further agrees to assume all risk and indemnify and hold harmless Show Management, the conference venue, members, officers, directors, agents, and employees of each of these entities from and against all claims, liability expenses and damages of any kind or nature arising out of or about damage to or loss of any property belonging to Exhibitor or Exhibitor's employees, agents, contractors, representatives, patrons and/or guests.

12. Liability and Insurance: All property of the exhibitor remains under their custody and control in transit to and from the exhibit hall and while it is in the confines of the exhibit hall. Neither Show Management, the management of the exhibit hall nor any of the officers, staff members or directors of any of the same are responsible for the safety of the property of exhibitors from theft, damage by fire, accident, vandalism or other causes, and the exhibitor expressly waives and releases any claim or demand they may have against any of them because of any damage to or loss of any property of the exhibitor. It is recommended that exhibitors obtain adequate insurance coverage, at their own expense, for property loss or damage and liability for personal injury.

13. Americans with Disabilities Act: Exhibitor acknowledges its responsibilities under the Americans with Disabilities Act (ADA) to make its booth accessible to handicapped persons. Exhibitors shall also indemnify and hold Show Management, the conference venue, members, officers, directors, agents and employees of each of these entities harmless against cost, liability, or damage which may be caused by Exhibitors failure to comply with the requirements of this Act.

14. Exhibit Hall Traffic: No demonstration or activity that blocks aisles or prevents ready access to other exhibits shall be permitted. Show Management reserves the right to remove any such activities or equipment that in their sole opinion creates an obstruction within the Exhibit Hall.

15. Union Restriction: Exhibitors are required to observe all union contracts in effect between Show Management, its official contractors, all venues and facilities and any other organizations. Show Management cannot take the responsibility for interference with the show caused by disputes involving union personnel and individual exhibitors.

16. Exhibitor Activities: Exhibitor agrees not to schedule meetings or activities that encourage the absence of attendees from the conference or Exhibit Hall during official exhibit or conference hours.

17. Behavior/Good Neighbor Policy: Exhibitors are required to keep all booth activities within the confines of their exhibit space and not interfere with aisle traffic flow or access to neighboring exhibits. Activities may not disturb neighboring exhibits. Demonstrations, booth giveaways and literature must directly relate to the exhibiting company product, business or mission and not be offensive in any manner.

Exhibitors are required to conduct themselves and operate their exhibit so as not to annoy, endanger or interfere with the rights of others at the show. Show management reserves the right to deny access to the exhibition floor to exhibitors not conducting themselves in a professional, ethical and otherwise appropriate manner. Unsportsmanlike, unethical, illegal or disruptive conduct, such as tampering with another party's exhibit, another party's contracted sponsorship activity and/or materials, or engaging in corporate espionage is strictly prohibited. Photographs by an exhibitor of another exhibitor's product or display is strictly prohibited, unless a written agreement is provided by both exhibitors.

18. Literature Distribution/Giveaways Policy: Circulars, catalogs, magazines, folders, promotional, educational or other giveaway matter may be distributed only at the exhibitor's display and must be related strictly to the products and/or services on display or eligible for display, and for products which are directly available from the exhibitor. Distribution of materials outside the exhibitor's table is strictly prohibited and exhibitors must confine their exhibit activities to the space for which they have contracted.

No exhibitor may distribute or leave behind merchandise, signs, or printed materials in the registration areas, meeting rooms, or public areas of the event site, including hotels, shuttle buses, parking garages, etc., without written prior approval of show management.

Only literature published or approved by show management may be distributed in the registration area, meeting rooms, exhibit hall (outside the individual displays) or on transportation provided by show management. Canvassing on any part of the facility property is strictly prohibited and any person doing so will be requested to leave the premises and their material will be removed at the same time.

19. Raffles/Drawings and Contests Policy: Raffles, drawings and contests, if permitted by law, are allowed in an exhibitor's space but will be regulated by show management. Show management reserves the right to limit the promotional activity anywhere on the exhibition floor as they see fit to ensure a professional and safe atmosphere. These activities include and are not limited to, handouts, contests, lotteries, promotional activities, entertainment, raffles and drawings.

20. Social Functions / Special Events Any social function or special event planned by an exhibiting company, to take place during the OSAP show hours, must be approved by OSAP and not conflict with official show events.

21. Exhibitor Agreement: Exhibitor acknowledges receipt of the Exhibit Hall rules and regulations and by submitting the agreement agrees to abide by these rules and regulations as set by Show Management.

By signing the exhibit space contract, you also bind yourself to these rules and regulations.