



SHORT COURSE ON SOAP & TURPENTINE RECOVERY AND TALL OIL PROCESSING

5 to 7 June 2019 at B Resort and Spa in Orlando, Florida

Sponsorship Agreement Form

Complete and return by EMAIL to ayoung@pinechemicals.org or by FAX to: 404-994-6267
Invoice will be sent and payable within 15 days of signed agreement

Company Name: _____
 Address: _____
 Address: _____
 City: _____
 State/Province: _____
 Zip Code: _____ Country: _____
 Key Contact Name: _____
 Key Contact Email: _____
 Key Contact Phone: _____

Cost Sponsorship Level (available to multiple companies)

- \$1,750 Conference Sponsor, Exhibit Space & One (1) Course Registration
Name of Registrant 1 _____
- \$1,000 Conference Sponsor and Exhibit Space only

Does your company have a specific logo that you would like to use?

- Yes Forward logo to Amanda Young at amanda.young@pinechemicals.org. All art should be supplied in the following high resolution formats: .pdf, .jpg & .ai/.eps.
- No

Print Name _____ Signature _____ Date _____

Conference Sponsor details:

1. Conference sponsors will have prominent signage with sponsoring company logo noting their sponsorship.
 2. Sponsoring companies will be recognized in the daily slide show and at the start of each day in General Session.
 3. Sponsoring company will be displayed in the Conference Manual and on the PCA Conference Website.
 4. Sponsoring company will be provided a full page color advertisement (of their design) in each conference manual.
 5. Sponsor will receive individual ribbons to quickly identify Sponsor attendees, reflecting them as an Event Sponsor.
 6. Sponsors will be supplied with a draped 6 foot table, 2 chairs and access to electricity (if needed).
- Exhibit area(s) will be open and available to conference attendees prior to the start of General Session, during breakfasts, breaks, lunch and nightly receptions.

PCA Exhibitor Contract Terms, Conditions, Rules & Regulations

As an Exhibitor at any PCA conference or meeting, you must agree to the PCA Exhibitor Contract Terms, Conditions, Rules & Regulations and all terms in your application

Note: Exhibitors not paid in full will not be assigned exhibit space. All Exhibitors and CoExhibitors must be current on all accounts with PCA, and paid in full for their exhibit space, in order to occupy space at the venue.

Contract: By submitting the application, Exhibitor agrees to abide by these Terms, Conditions, Rules & Regulations, and all amendments thereto and decisions of PCA. The Application/Contract for Exhibit Space becomes a binding contract between PCA and Exhibitor upon PCA's acceptance of Exhibitor's Application/Contract and issuance of a confirmation and invoice to Exhibitor. PCA reserves the right: To change the floor plan (including, but not limited to aisle space), without notice, in order to comply with fire, safety and accessibility regulations or to provide, in its exclusive judgment, a safer, more satisfactory, attractive and successful event.

Certificate of Insurance: Prior to show setup, all Exhibitors must comply with PCA insurance requirements. While PCA Management will not be responsible for collecting evidence of insurance documentation, it will be the responsibility of the Exhibitor to maintain coverage that satisfies the minimum requirements by governing law. PCA Management reserves the right to request proof of satisfactory insurance coverage as it deems appropriate.

Liability: Each Exhibitor shall be solely responsible for safeguarding its materials, equipment and displays at all times. A room, separate from the open exhibit hall, is available and doors will be closed and locked daily between 8:00 pm and 7:00 am. PCA shall bear no responsibility for loss, theft, damage, injury or destruction of an Exhibitor's property, by or from any cause whatsoever. Exhibitors expressly release PCA and its directors, officers, employees, Members, guests and agents, from all claims for such loss, theft, damage, injury or destruction, or for loss of good will (whether or not in relation to any property). Such damage costs will be borne by the Exhibitor.

Indemnification: Each Exhibitor shall hold harmless, protect, and defend PCA, and its directors, officers, employees, Members, guests, and agents from and against any and all claims, losses, injuries and damages to persons or property, governmental charges or fines and attorneys fees arising out of or caused by the installation, removal, maintenance, occupancy or use of the exhibition premises, or any part thereof, by Exhibitor, its officers, employees, agents or subcontractors, or arising out of or caused by Exhibitor's participation in Exhibition activities. Exhibitors shall comply at all times with the rules and regulations supplied by PCA, which may be revised periodically. Failure by an Exhibitor to follow such rules and regulations will constitute a breach of contract. In addition, by accepting the application, Exhibitors agree to comply with PCA's interpretation of its rules and regulations.

Official Contractors: PCA has agreements with official contractors to provide various services to Exhibitors. These official contractors will provide all convention services, other than supervision. Exhibitors will provide only the material and equipment that they own and intend to use in their exhibit space. All other items or convention services may be provided only by the official contractors, maintained by the venue, which contains forms and instructions for obtaining the necessary services and will be available during the conference or meeting. All

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services not ordered in advance must be procured through the venue. Advance accommodations are available by contacting the PCA in advance of the conference or meeting.

Installing & Dismantling Exhibits: All Exhibits should be set and in place in accordance with the Move-In/Out Policy defined in the meeting application. Exhibitors may continue to work inside their booth space after this time; however, all cartons, crates, boxes, etc. must be removed from the aisles surrounding their space. If exhibit space is not occupied by 1:00 p.m. on the first day of the conference, PCA will consider it canceled by the Exhibitor and will assume the right to use such space as deemed appropriate. Exhibits should be dismantled upon close of conference or meeting.

Move-in: Exhibitor move-in will be available beginning at 7:00am on the first day of the conference or meeting.

Move-out: All exhibits must be removed upon conclusion of the conference or meeting.

Parking: Parking costs are to be borne by the Exhibitor.

Staffing Requirements: Exhibit displays must be fully staffed during the official exhibit hours. Exhibitors will be admitted to the Exhibit Hall at 7:00 a.m. each show day for early preparations of displays only. No activities, except display preparations, are to be scheduled in the exhibit areas at any time other than official exhibit hours. PCA reserves the right to make changes to the exhibit hours schedule with advance notice.

Security: Exhibit halls are open to the public and unsecured, unless setup is in a separate room which will be closed and locked between 8:00 pm to 7:00 am daily. Notwithstanding the foregoing, PCA, will not be liable for loss or damage to Exhibitor's property, as further provided in the section entitled "Liability." Exhibitors are advised to obtain additional insurance coverage in advance to cover losses, such as theft and damage to property.

Shipping/Storage: The venue cannot accept or store shipments in advance of the PCA Convention. Any shipment needs should be coordinated directly with the conference venue. Contact information is available from the PCA.

Violations: By submitting the application, you agree to the PCA Contract, Terms, Conditions, Rules & Regulations and all terms and conditions Exhibitors found in violation of PCA's Rules & Regulations will be required to make necessary changes on site at the Exhibitor's expense. If satisfactory changes cannot be made, PCA reserves the right to terminate all rights to the exhibit space, and the Exhibitor will forfeit all fees paid.

More Information: Any person who attends an PCA convention, conference, seminar or other program grants permission to PCA, its employees and agents (collectively "PCA") to record his or her visual/audio images, including, but not limited to, photographs, digital images, voices, sound or video recordings, audio clips, or accompanying written descriptions, and, without notifying such person, to use his or her name and such images for any purpose of PCA, including advertisements for PCA and its programs.