

PaACEP Scientific Assembly 2010: Advances, Controversies & Technology  
April 14-16, 2010

**APPLICATION & CONTRACT FOR EXHIBIT SPACE**

*Complete and send this application with your payment to: MaryTherese Gallagher, Meeting Manager  
Pennsylvania Chapter, American College of Emergency Physicians (PaACEP)  
777 East Park Drive ♦ PO Box 8820 ♦ Harrisburg, PA 17105 ♦ Fax: 717-558-7841*

**Exhibitors/Sponsors:** Please complete all sections below. If you wish to purchase an ad in the on-site program, please complete the outlined box as well. **Advertisers:** If you wish to advertise in the on-site program only, please complete the outlined box below.

**To be printed in the On-site Program:**

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Company description (50 words or fewer) to be printed in program:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organizations not desired in close proximity\* \_\_\_\_\_

*\*Every effort will be made to accommodate requests listed; however, no guarantee can be made.*

Names of attending company representatives\*

\_\_\_\_\_

*\*If you have a change in the representatives attending, please notify the PaACEP office.*

Exhibit space for both days: \$800                       Exhibit space for Thursday only: \$615

Exhibit space for Friday only: \$250                       Exhibit both days & has exhibited  
with PaACEP previously: \$640\*

*\*Offer valid only to companies who paid full exhibit fees at one or more of the following courses:  
2008 Board Review Course, 2008 EDIS Symposium, and/or 2009 Board Review Course.*

My company would like to purchase a sponsorship package:

**Diamond Sponsor: \$6,000**                       **Platinum Sponsor: \$3,500**                       **Gold Sponsor: \$2,000**

In addition to or instead of exhibit space, we would like to purchase the following:

**Educational Workshop:** \$500 each                       **Welcome Wine & Cheese reception:** \$500

**Coffee Breaks**

- Day 1 - \$1,250
- Day 2 - \$925
- Both days - \$1,625 (exclusive)

**Continental Breakfast**

- Day 1 - \$2,800
- Day 2 - \$2,400
- Both days - \$4,250 (exclusive)

- My company will participate in the drawing by **providing a prize** (Prizes are to be delivered to PaACEP on-site)
- My Company would like to purchase an ad in the **on-site program** (please complete next section)

## 2010 SCIENTIFIC ASSEMBLY ON-SITE PUBLICATION

Type of Ad: *(Please check appropriate box)*

**Classified Ad** *(Ads must be submitted as TYPED copy)*

**Display Ad**

CLASSIFIED AD RATES	DISPLAY AD RATES
50 words or less - \$25	<input type="checkbox"/> 1/3 page vertical (2 21/64" x 9 1/2") - \$160
51 - 100 words - \$50	<input type="checkbox"/> 1/3 page horizontal (7 1/2" x 3") - \$160
101- 200 words - \$75	<input type="checkbox"/> 1/3 page square (3 5/8" x 3 5/8") - \$160
201- 225 words - \$99	<input type="checkbox"/> 1/2 page vertical (3 5/8" x 9 1/2") - \$260
	<input type="checkbox"/> 1/2 page horizontal (7 1/2" x 4 5/8") - \$260
	<input type="checkbox"/> Full page (7 1/2" x 9 1/2") - \$360

### Payment Information

Total should include all exhibit, sponsorship, and advertising costs selected above. All fees may be paid together and PaACEP will send separate receipts to exhibitors and advertisers. You may pay with more than one method if you would like to keep advertising and exhibiting separate, as well.

**To reserve exhibit space, 50% required prior to February 22, 2010. After February 22, full payment required\*:**

\*If you would like to guarantee your company's registration while a corporate check payment is pending, space may be held with a credit card. The card will be charged only in the event that a check payment does not arrive within 30 days following the meeting. Include all amounts indicated above with your deposit check. Confirmation and further details of these activities will be included in your space confirmation letter.

Please charge \$\_\_\_\_\_ to:  VISA    MasterCard    American Express    Discover

Card# \_\_\_\_\_ Expiration Date \_\_\_\_\_ CVV2 \_\_\_\_\_  
(3 or 4 digit code on the back of card)

Billing Zip Code \_\_\_\_\_ Name as it appears on card \_\_\_\_\_

If your company contact information differs from that to be printed in the on-site publication, please specify below:

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Date \_\_\_\_\_

# Rules & Regulations

*Please review carefully- important information regarding payment and deadlines included*

These policies, terms, rules, and regulations governing the exhibit are part of the application for space and, consequently, constitute a part of the contract between the exhibiting company and PaACEP. Exhibitors agree to abide by any policies, terms, rules, or regulations that may hereafter be adopted, which shall be as much a part of the contract as though originally incorporated. All registered exhibitors will be notified of any and all changes to rules and regulations. Any matters not specified in the prospectus shall be resolved on an individual basis by the PaACEP staff and officers.

Violation of any policies, terms, rules, and regulations by the exhibiting company and any affiliated representatives of said company shall annul the right to occupy space and said exhibitor will forfeit to PaACEP all money that may have been paid. PaACEP reserves the right to terminate the exhibit on-site and remove all persons and goods at the exhibitor's expense. Any damages to the exhibit will be the responsibility of the exhibitor. PaACEP reserves the right to refuse assignment of exhibit space at future PaACEP meetings.

**1. Eligibility of Exhibitors.** In keeping with the educational purposes of *Scientific Assembly*, the exhibits are considered an extension and an integral part of the program. Only companies with a product or service directly related to emergency medicine will be accepted.

**2. Space Assignments and location of exhibits.** Date of receipt and exhibitor's preference for proximity to other exhibiting companies will be taken into consideration in determining booth location. Space will be assigned on a first come, first served basis. Space assignments will be made by PaACEP staff and indicated by signs in the exhibit hall. Every attempt will be made to provide a room diagram and space assignment in advance. Due to specific needs for electricity, late registration, and/or safety regulations, space assignments may be altered prior to meeting. Exhibits will be located in the Radisson Valley Forge Hotel. Exhibitors will be notified prior to the meeting of the specific exhibit hall location.

**3. Deposit.** Applications submitted prior to **February 22, 2010**, must be accompanied by a **50% deposit** (or entire exhibit fee). Remaining fee must be received by April 1, 2010. **Applications submitted after February 22, 2010, must be accompanied by full payment. All exhibit fees must be paid in full prior to meeting.** Any outstanding balances may be paid on site provided you have notified the PaACEP office in advance.

**4. Exhibitors will not be considered "registered" until deposit or full payment is received in the PaACEP office. An email will be sent upon receipt of payment to confirm that registration is complete.** While we understand that it can take several weeks to process check payments from corporate accounts, we are able to reserve your exhibit space with a credit card. Your card will only be charged in the event that check payment is not received.

**5. Cancellation.** Notification of an exhibitor's decision to cancel or reduce exhibit space must be submitted in writing via mail or email. The effective date of a space cancellation or reduction will be the date when written notice is received and date stamped by PaACEP. Written notification of a space reduction or cancellation must be received on or before **March 17, 2010**. A 50% service charge will be assessed for the total amount of the reduced or canceled space. After **March 17, 2010**, the exhibiting company will remain liable for the full cost of the original exhibit space.

**6. Promotional Activities and Giveaways.** Distribution of promotional items must be approved by PaACEP in writing no later than **Friday, March 26, 2010**. Unapproved contests and giveaways are strictly prohibited.

**7. Security.** The exhibit area will be locked when not in use; however, PaACEP and the Radisson Valley Forge Hotel are not responsible for loss or damage to exhibitor property. Should you have any valuable equipment or information, it is recommended that you take it with you.

**8. Liability.** Each party involved in the exposition agrees to be responsible for any claims arising out of its own negligence or that of its employee or agents. All parties have a responsibility, and are required to maintain adequate insurance coverage against injuries to persons, damage to or loss of property, and any inability to meet their obligations as set forth in this prospectus. PaACEP will bear no liability for personal injuries, whether suffered by an exhibitor, its employees, its contractors, agents, or business invitees. PaACEP will also assume no liability for loss or damage to the property of an exhibitor, its employees, its contractors, agents, or business invitees, regardless of the cause, unless such injury or damage results from, or is caused by, the negligence or wrongful acts of PaACEP. Each exhibitor, in submitting an application for space, agrees to protect, indemnify, and hold harmless PaACEP from any and all claims, liability, damages, or expenses (including attorney's fees) asserted against them or incurred by them as a result of, or in connection with, any loss of or damage to property, or injury to persons resulting from, arising out of, or in any way connected with the negligence or wrongful acts of the exhibitor or its agents, servants, or employees. PaACEP shall in no event be liable to an exhibitor for any lost business opportunities or for any other type of direct or consequential damages alleged to be due from a breach of contract. It is understood and agreed that the sole liability of PaACEP to the exhibitor for any breach of this contract shall be for the refund of all amounts paid by the exhibitor pursuant to this contract, as an exclusive remedy.

I have read and agree to the rules and regulations above.