

Exhibitor Registration Form

Georgia College of Emergency Physician's (GCEP) Annual Meeting

June 10-13, 2010 - The Hilton Head Marriott Resort & Spa, Hilton Head Island, SC

1 CONTACT INFORMATION

Company Name Office Contact

Address

City, State, Zip Phone (Required)

Email Address (Required)

2 EXHIBITOR ATTENDEES & ACTIVITIES

Main Attendee/Name Badge 1 Phone Email Address

Additional Name Badges - Please refer to your Patron Level Choice. (Maximum of 2 Total Unless Additional Representative Fees are Included or Purchased with Patron Levels. Excludes Bronze Level.)

ACTIVITIES

- We will attend the Thursday Night Cocktail Reception _____ Number Attending
- We will attend the Saturday Night Dinner Party _____ Number Attending (Tickets Must Be Purchased; however, additional tickets may NOT be purchased at the Bronze Patron Level.)

3 PATRON LEVELS

On or Before May 10, 2010

- Platinum - \$4,500
- Gold - \$3,500
- Silver - \$2,500
- Bronze* - \$1,500

After May 10, 2010

- Platinum - \$4,600
- Gold - \$3,600
- Silver - \$2,600
- Bronze* - \$1,600

4 ADD-ONS

	Quantity	Total
<input type="checkbox"/> Additional Representatives - \$200 each* <small>*Additional company representatives may not be purchased at the Bronze patron level</small>	_____	\$ _____
<input type="checkbox"/> Additional Table(s) - \$500 each	_____	\$ _____
<input type="checkbox"/> Adult Dinner Tickets - \$100 each <small>*Additional tickets may not be purchased at the Bronze patron level</small>	_____	\$ _____
<input type="checkbox"/> Children Dinner Tickets (Ages 6-17) - \$50 each <small>*Additional tickets may not be purchased at the Bronze patron level</small>	_____	\$ _____

5 FOOD & BEVERAGE SUPPORT

- Coffee/Tea - \$1,000
- Soft Drinks/Water - \$600
- Pastries/Fresh Fruit - \$400
- Mid-Morning Snacks - \$400
- Cocktail Reception - \$1,250
- Cocktail Hors d'oeuvres - \$500
- Dinner - \$5,000

Contract

EXHIBITOR CONTRACT TERMS

1. If purchased, each company will have one (1) table for the Annual Georgia College of Emergency Physicians Annual Spring Meeting.
2. Exhibitors are required to have a representative at their table at all times during exhibit hours.
3. A maximum of two (2) sales representatives are allowed to exhibit at the meeting upon payment unless additional representatives are noted based on patron level. Each additional representative is \$200.
4. All sound equipment must be regulated so that it does not disturb neighboring exhibits. Georgia College of Emergency Physicians (GCEP) reserves the right to determine at what point sound constitutes interference with others and must be discontinued. Due to regulations by the music industry regarding music at public meetings, conventions and shows, exhibitors may not play music during the trade show, either live or recorded.
5. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allotted to them.
6. GCEP authorizes exhibitors to make retail sales of tangible personal property or service subject to sales tax. The exhibitor shall be solely responsible for any local, state or federal tax liability resulting from this contract or other tax implication arising from activities while exhibiting at the meeting.
7. Booths must be kept clean. The floor and display areas of the booth must be clear of debris. Exhibitors will be liable for any extra clean-up costs incurred due to displays, food machines and other means.
8. Use of electrical current is confined to lighting or the operation of such equipment that is harmless, noiseless and does not release undesirable odors.
9. Objectionable practices by exhibitors or official suppliers should be reported immediately to GCEP management and not after the show is completed.
10. No children under 16 years of age will be allowed in the exhibit area at any time, unless accompanied by an adult.
11. It is agreed that GCEP and the host facility shall not be liable for any damage to, or destruction of, any exhibit from any cause or for the theft or disappearance of any exhibit or any property contained in or about the exhibit booth area.
12. The exhibitor agrees to indemnify and hold harmless GCEP and the host facility or their employees or their representatives against any and all liabilities for damage, injury or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees or their representatives.
13. GCEP will only refund exhibitors who are pre-registered the cost of booth space and will not be held responsible or liable for charges or damages for any failure of performance due to acts of nature, labor disputes, and shortage of materials, governmental authority, or other circumstances beyond reasonable control of either party.
14. Neither GCEP nor the venue maintains insurance covering property brought onto or stored on the venue's premises by exhibitors and it is the responsibility of the exhibitor to obtain or maintain such coverage at their own expense.
15. Exhibitors will not offer educational/training programs within the show facility simultaneous to the GCEP and related programs.
16. This agreement includes a one-time list of pre-meeting and post-meeting attendees.

BOOTH CONSTRUCTION

17. All electrical work and electrical wiring must be approved and installed in accordance with regulations established by the officials of the Fire Marshal's Office.
18. No construction will be allowed at the sides or above the booth that may obscure the view of any adjacent booths.
19. All materials used for decorating must be flameproof.
20. Construction and signs that are above 8 feet in height must be approved by the GCEP.
21. All applicable cities, county and state codes and ordinances must be complied with as well as those of the host facility.
22. Nothing shall be posted on, tacked, nailed or otherwise affixed to columns, walls, floors or other parts of the buildings, furniture or equipment.
23. In order to meet the set-up deadline, the GCEP management reserves the right to order labor to set-up any exhibit that is not in the process of being erected by 7:30 AM Friday, June 11, 2010. The cost for this labor will be paid by the exhibitor. All exhibits must be fully broken down by 1:00 PM, Saturday, June 12, 2010.
24. The interpretation of all rules and regulations is the responsibility of the GCEP Executive Committees or their designated representative.
25. All decisions of said group or representatives are final.

PAYMENT

Exhibitors must guarantee payment in full due to the amount selected on the exhibitor registration form before or on the date of the meeting or exhibitors will not be able to exhibit at the meeting.

REFUND POLICY

Cancellations for all registered exhibitors 30+ days prior to the meeting date are eligible for 50% refund. Cancellation 29 days or less before the meeting date are not eligible for a refund.

AGREEMENT

As an exhibitor, I agree and adhere to all policies and regulations. If for any reason, the meeting must be canceled, management is not liable for any costs other than entry space fees that are already pre-paid. If the date or location must be changed for any reasons beyond management's control, it is agreed that the booth fee is non-refundable as a date or location change will be provided. Should my company decide to cancel this agreement and not exhibit at the event, a 50% refund will be issued if cancelled 30+ days prior to the meeting date. Cancellations 29 days or less before the meeting date are not eligible for a refund.

Must allow 6-8 weeks for refund processing.

Signature: _____

Date: _____