NCS SPONSORSHIP CONTRACT

COMPANY INFORMATION

Please complete all fields below.

Company Name

Contact Name | Contact Title

Address | City

State | ZIP | Country

Telephone | Ext.

Email | Web Address

SPONSORSHIP INFORMATION

PAYMENT

Sponsorship Payment Terms and Cancellation Policy

Full payment is due with signed contract and companies are liable for the contracted total. No sponsorship or advertising cancellation refunds will be granted due to ongoing promotions.

Sponsorship Amount Due: $ _____

An invoice will be sent to the contact noted under "Company Information" upon receipt of the signed contract.

☐ **Check** Send to: NCS
P.O. Box 775263
Chicago, IL 60667-5623

☐ **Credit Card** Upon receipt of this contract, NCS will email an invoice to the main contact with link for online payment.

ACCEPTANCE

Unsigned contracts will not be accepted.

The designated company representative below acknowledges he/she has read, understands, and will comply with the rules and regulations set forth in this contract and he/she has the full authority to submit and sign this contract. The company listed on this application agrees to comply with all the policies, rules, terms and regulations. Once signed contract is received, an invoice will be sent to the contact listed. All signed contracts are considered final and are non-refundable. I further acknowledge that NCS reserves the right, in its absolute discretion, to reject this contract.

Name | Title

Signature | Date

NCS RULES AND REGULATIONS

NEUROCRITICAL CARE SOCIETY • 18TH ANNUAL MEETING

SEPTEMBER 22-25, 2020 • PHOENIX CONVENTION CENTER • PHOENIX, AZ

STAFFING

Exhibits must be staffed by qualified employees of the exhibitor at all times during the show hours. Each individual staffing an exhibitor's booth is required to register and must wear the exhibitor badge furnished. All exhibiting companies will be provided with two complimentary badges per 10' x 10' booth.

MINIMUM AGE FOR ADMISSION

Children under the age of 16 are not permitted on the exhibit floor at any time.

SUBLETTING PROHIBITION

Exhibitors may not assign or sublet this contract, or permit others to use any contracted exhibit space without the express approval of NCS exhibit management.

Exhibitors must show only products or services manufactured or sold by them in the regular course of business. The featuring of names or advertisements of non-exhibiting firms or businesses will not be permitted. If an article of a non-exhibiting firm or business is required for the operation or display of any exhibitor's wares, identification of such article shall be limited to the usual and regular nameplates, imprinting, or trademarks under which the article is sold in the regular course of business.

MEETING ROOMS AND OFFSITE FUNCTIONS

NCS reserves the right to control all suites and meeting rooms in those hotels which are providing housing for NCS. No entertainment, meetings, tours, special events, hospitality suite functions, or other offsite events will be permitted during the NCS Annual Meeting activities unless approved by NCS. Companies who are not in accordance with the stated rules may lose their privilege of exhibiting at this and future conferences.

CANVASSING BY NON-EXHIBITORS

The NCS Annual Meeting is limited to registered attendees as well as registered representatives of firms, professional organizations and dealers who have contracted with NCS for exhibit space and/or sponsorship. No other persons or concerns will be permitted to demonstrate their products or distribute advertising materials at any time during the NCS meeting.

Market research companies will be assigned space only if research is being done for a company exhibiting on the floor. Research companies must indicate on the exhibit application the company for which they are conducting market research.

INSURANCE AND SECURITY

Exhibitors wishing to insure their exhibit material, goods and/or wares against theft, damage by fire, accident or loss of any kind must do so at their expense. Each exhibiting company is responsible for obtaining insurance (liability and fire/theft) in such amounts as deemed appropriate to comply with its obligation hereunder and for its own protection.

As a courtesy to exhibitors, guard service for the exhibit area will be furnished during the hours deemed necessary by NCS exhibit management. The furnishing of such service is in no case to be understood or interpreted as a guarantee against loss or theft of any kind.

GENERAL

Use of Space: All demonstrations or other promotional activities must be confined to the limits of the booth. Sufficient space must be provided within the booth to contain persons watching demonstrations and other activities. Each exhibitor is responsible for keeping the aisle adjacent to the booth free of congestion. Exhibitors' representatives may not work in exhibit space other than their own.

No animals are allowed on the show floor at any time during move-in, move-out or show hours.

Each exhibitor must have a floor covering in the entire space rented if the exhibit hall is not already covered. If no covering is installed by Sunday, show management will order carpet for the space at the exhibitor's cost.

Promotion Information: Samples, publications, etc., may be distributed by the exhibitor only from within the exhibitor's own booth. Solicitation of business or conferences in the interest of business, except by exhibiting companies, is prohibited.

Use of Logo: The NCS logo and NCS meeting logo may not be reproduced on any items or documents distributed at the meeting without the express permission of NCS exhibit management.

Raffles and Drawings: Raffles and drawings may be conducted within the confines of the exhibitor's own booth. NCS exhibit management will not be responsible for any promotion of such raffles and drawings, and winners will not be announced by show management.

Sales: Selling of merchandise for delivery is strictly prohibited. Display space is provided to participating companies to exhibit and demonstrate products and services on the basis of their potential information and commercial value, and not for the purpose of direct commerce. Orders may be taken, but sales transactions involving the exchange of product for payment is strictly prohibited. Also note that accepting orders on-site may have tax implications in the jurisdiction where the exhibit is held.

Music License: No exhibitor shall cause any copyrighted music to be played or performed. Exhibitors are responsible for individual ASCAP/ BMI music licensing fees if applicable.

Events: Functions for NCS attendees cannot be scheduled during official show or program hours, including social events, without direct approval from NCS show management.

LIABILITY

The exhibitor is liable for any damage caused to the building, or to standard booth equipment, or to other exhibitors' property, by the exhibitor, the exhibitor's agents, or employees. Exhibitors are urged to review their own insurance coverage. Neither the Society, the official show decorator, nor the facility are responsible for any injury, damage or loss that may occur to the exhibit or its employees, representatives, or agents or its property, from any cause whatsoever; and the exhibitor agrees to defend, indemnify, and hold forever harmless NCS exhibit management, the Society, its employees and agents, from all loss, liability, expense, and penalty, including attorney's fees, on account of personal injury or damage to property sustained by the exhibitor or by any person or persons arising out of, during, or in connection with this agreement, whether such injury or damage is due or claimed to be due by any negligence of NCS exhibit management, its employees, agents, or any other person.

AMENDMENTS

These rules may be amended at any time by NCS exhibit management, provided that amendments shall not substantially diminish the rights or increase the liability of the exhibitor. These rules and regulations along with those listed in the Exhibitor Services Manual become a part of the contract between the exhibitor and the Society of Gastroenterology Nurses and Associates, Inc.

They have been formulated for the best interests of the exhibitors. It is important to review these terms and conditions, as well as any general information, with your on-site booth personnel. NCS exhibit management respectfully asks the full cooperation of exhibitors in their observance. Any matters not specifically covered by the preceding rules shall be subject solely to the decision of NCS exhibit management.

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NEUROCRITICAL CARE SOCIETY • 18TH ANNUAL MEETING

SEPTEMBER 22-25, 2020 • PHOENIX CONVENTION CENTER • PHOENIX, AZ

EXHIBIT SPACE COST*

Onsite Renewal Rate: $3,500 per 10'x10'

Standard Rate: $4,000 per 10'x10'

All Spaces are sold in 10' x 10' increments.

SPACE ALLOCATION AND PAYMENT

All exhibits will be at the conference venue. Space cannot be assigned without a signed application and the required 50 percent deposit. The balance of the exhibit space rental must be paid in full. Please see Annual Meeting application to submit your deposit.

- 8' High back wall/3' High side rails
- 6' draped table
- (2) chairs
- Wastebasket
- ID Sign

EXHIBIT SPECIFICATIONS

Booths include: Exhibitors will be bound by the IAEE Construction Rules and Regulations which will be included in the Exhibitor Services Manual.

SPONSORSHIP PAYMENT TERMS AND CANCELLATION POLICY

Full payment is due with signed contract and companies are liable for the contracted total. No sponsorship or advertising cancellation refunds will be granted due to ongoing promotions.

REDUCTION OR CANCELLATION OF SPACE

Reduction of Space: If notice is received prior to March 31, 2020, the exhibitor will be responsible for 50% of their total contracted space. If notice is received after April 1, 2020, exhibitor is responsible for 100% of contracted space.

Cancellation of Space: If notice is received prior to March 31, 2020, the exhibitor will be responsible for 50% of their total contracted space. If notice is received after April 1, 2020, exhibitor is responsible for 100% of contracted space.

If for any reason beyond NCS's control, the Annual Meeting must be cancelled, shortened, delayed or otherwise altered or changed, Exhibitor understands and agrees that all losses and damages which it may suffer as a consequence thereof are its responsibility and not that of NCS, its directors, officers, employees or agents. Exhibitor understands that it may lose all monies it has paid to NCS for space in the exhibition, as well as other costs and expenses it has incurred, including travel to the show, setup, lodging, freight, employee wages, etc.

Exhibitor, as a condition of being permitted by NCS to be an Exhibitor in the Annual Meeting, agrees to indemnify and hold harmless NCS, its directors, officers, employees or agents, from any and all loss, which Exhibitor may suffer as a result of show cancellation, duration, delay or other alterations or changes caused in whole or in part by any reason outside NCS's control.

SUITABILITY OF EXHIBITS

NCS reserves the right to determine the eligibility of any exhibitor for inclusion in the NCS Annual Meeting Exhibits and to prohibit an exhibitor from conducting and maintaining an exhibit if, in the sole judgment of NCS, the exhibitor or exhibit or proposed exhibit shall in any respect be deemed unsuitable. The foregoing prohibition relates to persons, conduct, articles or merchandise, printed materials, souvenirs, catalogs and any other items, without limitation, which reflect the character of the exhibit. No cash sales are permitted at any time.

INTELLECTUAL PROPERTY MATTERS

The exhibitor represents and warrants to NCS that no materials used in or in connection with their exhibit infringe the trademarks, copyrights (including, without limitation, copyrights in music and other materials used or broadcast by exhibitor) or other intellectual property rights of any third party. The exhibitor agrees to immediately notify NCS of any information of which exhibitor becomes aware regarding actual or alleged infringement of any third party's trademarks, copyrights or other intellectual property rights. The exhibitor agrees to indemnify, defend and hold NCS, its agents, successors and assigns harmless from and against all losses, damages and costs (including reasonable attorneys' fees) arising out of or related to claims of infringement by exhibitor of the trademarks, copy- rights and other intellectual property rights of any third party. Notwithstanding the foregoing, NCS shall not be liable for and expressly disclaims all liability for infringement or alleged infringement of the trademarks, copyrights or other intellectual property of any third party arising out of the actions of any exhibitor.

EXHIBIT SETUP

Installation rules and regulations will be listed in the Exhibitor Services Manual sent out to all exhibitors in June.

Empty boxes cannot be stored behind the exhibit booth; they must be removed from the exhibit hall prior to the show opening and cannot be returned prior to the conclusion. No part of any exhibit, or signs relating thereto, shall be posted, nailed or otherwise attached to columns, walls, floors, or other parts of the building or its furniture, in any way to deface same. Damages arising from failure to observe these rules shall be payable by the exhibitor.

Exhibit space not occupied at the opening of the show may be reassigned by NCS exhibit management without refund of the rental paid.

Excessively noisy or obstructive work is not permitted during exhibit hours. Mechanical apparatus must be muffled so noise does not disturb other exhibitors. Audio effects must not infringe on the rights of other exhibitors or visitors to the exhibit hall.

All materials and installations must conform with federal, state and municipal safety and fire laws, ordinances and regulations.

EXHIBIT HOURS AND ADMISSION

Admittance during non-show hours without permission from NCS exhibit management is prohibited. NCS exhibit management shall have the sole control over admission policies.

All persons visiting the exhibit area, including exhibit booth representatives, will be required to register and to wear an appropriate badge.

DISMANTLING OF EXHIBITS

Exhibits are to be kept intact until the closing of the show on Friday, September 25. All exhibits on the exhibit floor are to be fully removed by Friday, September 25 at 6:00pm. If exhibits are not removed by the specific time, NCS has the right to remove exhibits and charge the expense to the exhibitor. Any Exhibitor who begins dismantling and removal of his display before the close of the show may lose priority points and/or the privilege of exhibiting in future shows. This rule will be strictly enforced.

SHIPMENT OF EXHIBITS

The official show decorator will receive freight shipments for exhibitors. Exhibitors who wish to forward materials in advance of the exhibit opening must consign their exhibits to the official show decorator. Exhibits and related materials will not be accepted in advance as freight by the facility and will be redirected to the official show decorator at the exhibitor's expense. Shipping information will be included in the Exhibitor Services Manual. Installation and dismantling of exhibits may be done by exhibitors' personnel or by the official show decorator at rates listed in the Exhibitor Services Manual.