



April 4 + 5, 2017
Seaport World Trade Center, Boston
www.mededfacilities.com

Please fax back to 508-790-4750

This contract for exhibit space at the MED|Ed Facilities Tradeshow and Conference is based upon the exhibit floor plan, rates, and rules governing the exposition and general information which are included with this form and constitute part of the contract.

Company Exhibit/Sponsor Information

Contact
Title
Company
Street Address
City
State
Zip/Country
Telephone
Fax
Email (direct)
Website

Tradeshow Contact (Send All Tradeshow Materials to)

SAME

Contact
Title
Company
Street Address
City
State
Zip/Country
Telephone
Fax
Email (direct)
Website

Standard Booth \$2995.00 ♦ Corner – Add 10% ♦ Peninsula – Add 15% ♦ Island – Add 20%

Show Program Advertising/Cost:

- Full Page, Color \$4,300
Full Page, Back Cover \$5,725
Inside Front, Inside Back Cover \$5,400
Half Page, Color \$2,786
Quarter Page, Color \$1,597
Two Page Spread, Color \$7,300
Banner Ad, Floor Plan Page \$5,000

Program & Website Enhancements

- Bold Face Type \$275
Company Logo \$275
Combination of both \$385
See our Ad on Page XX \$220
Company Logo - Website listing \$385

Contract Date:

Confirmed Booth#:

Advertising: \$

Sponsorships: \$

Enhancements: \$

New & Green Products: \$

Sponsorship/Cost

- Official Bag \$4,000
Official Bag Insert \$3,000
Reception \$4,000
Conference Steps \$5,000
Lanyards \$5,000
Other Sponsorship \$

New & Green Products

- New Product \$385
Green Product \$385
Combination of both \$600

If you reach these spending levels, you automatically become a Sponsor:

- Platinum Partner >\$40,000
Silver Sponsor >\$20,000

Total Amount: \$

Total Paid: \$

Balance Due \$:

Other Sponsorship Details:

Payment Schedule
1/3 Deposit Due – 07/15/2016
1/3 Due – 10/14/2016
1/3 Final – 01/13/2017

Applications after January 1, 2017 require full payment. Space is not guaranteed unless contract is signed and submitted to us within seven (7) business days of your receipt of contract.

Payment by Credit Card

- Amex Visa MasterCard Discover

Credit Card Number

Card Holder Name

Expiration Date/Security Code

Billing Address

City/State/Zip

Please sign and return (make a copy for your records) with your payment to:

MED|Ed Facilities
1645 Falmouth Road, Suite 1A
Centerville, MA 02632
Phone: 800-996-3863
Fax: 508-790-4750

Signature:

Sales Representative:

MED|Ed Facilities - Rules and Regulations for Exhibitors:

1. Contract for Space By submitting a contract for exhibit space, the applicant releases Tradeshow Management Services, Ltd. (TMS) dba MED|Ed Facilities (hereinafter "TMS/MED|Ed") and its agents, licensees and employees from any claims that may arise or be asserted as a result of submission of a contract or of participation in this event. TMS/MED|Ed determines the eligibility of any company or product for exhibit. Acceptance of any contract does not imply endorsement by TMS/MED|Ed of the applicant's product nor does rejection imply lack of merit of products or manufacturer.

This contract for space (when approved by TMS/MED|Ed with confirmation of space assignment) constitutes a contract for the right to use the space. If payment or proof of intent to pay is not received within the time limit specified, the contract for the assigned space is considered void and the space will be reassigned to another applicant. This cancellation of space does not release exhibitor from their financial liability for the original contacted space. No refund may be made for space that is not used or for space that is unused during part of the exhibit. Should space remain unoccupied by 4:30 p.m. on Monday, April 3, 2017. TMS/MED|Ed may rent or use it without obligation or refund.

2. Shipments and Installation of exhibits After acceptance of a signed contract for exhibit space and the required deposit and/or fee, a complete Exhibitor Manual will be sent to each exhibitor at least 60 days in advance of the show. Included will be all the necessary forms from the official service contractor. TMS/MED|Ed assumes no responsibility or liability for any of the services performed or materials delivered by any contractor.

3. Exhibit Installation and Dismantling Installation or removal of any part or all of an exhibit other than during the specified hours must be approved in writing by TMS/MED|Ed. The move-in to the exhibit area and the installation of exhibits may begin Monday, April 3, 2017 at noon. Without exception, all exhibits must be completely in place by Monday, April 3, 2017 at 6:00 p.m. to allow inspection by show management. No further installation will be permitted after that time. Exhibits must remain intact until the close of the exposition on Wednesday, April 5, 2017 at 2:10 p.m. The exhibit area must be cleared by Wednesday, April 5, 2017 at Midnight. Any exhibitor using the services of an independent decorating company assumes all liability for the acts of that decorator during exhibit installation or dismantling under this contract. Specific work badges will be issued to each exhibitor for both installation and dismantling of exhibits. No decorating contractor employed by an exhibitor is permitted to solicit work from any other exhibitor on the show floor.

4. Use of the Exhibit Space All demonstrations or other promotional activities must be confined to the limits of the exhibit booth. Sufficient space must be provided within the exhibit booth for the comfort and safety of persons watching demonstrations and other promotional activities. Each exhibitor is responsible for keeping the aisles near its booth free of congestion caused by demonstrations or other promotions. No exhibitor shall assign, sublet or share the space allotted without the knowledge and written consent of TMS/MED|Ed. Each exhibitor must display only goods manufactured or dealt in by it in its regular course of business. No firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area and exhibitors will be restricted from soliciting other exhibitors in the hall.

In all exhibit areas in which linear or peninsular exhibit booths abut other linear booths, built-up exhibits or construction may either taper diagonally from 8 feet at the back-wall to floor level at the aisle, or extend as high panel (8-foot height limit) 5 feet out from the back-wall of the linear booth. In no case may height along the side dividers for the front half in from the aisle of the linear booth exceed 3 feet. However, peninsulas that abut peninsulas may have a back-wall covering the full length of the abutment. In case of abutting peninsulas, these height restrictions do not apply, providing the backside of abutting walls are fully finished and do not unreasonably interfere with the abutter's display. In case of abutter's objection, exhibitor agrees to modify its booth if, in the sole opinion of TMS/MED|Ed, such modification is required to satisfy abutter's objection. Island Booths will have no height or sidewall restriction except for the height of the ceiling or any other obstruction.

However, permission to hang signs or erect booths higher than 8 feet must first be obtained from TMS/MED|Ed which will confirm the available height for specific booth locations. No portion of any booth or carpeting may extend over or beyond assigned floor space. Interference with the light and space of other exhibitors is prohibited. Display materials exposing an unfinished surface to neighboring booths are not permitted and must be finished at Exhibitor's expense. TMS/MED|Ed reserves the right to have such finishing done at the Exhibitor's expense.

TMS/MED|Ed reserves the right to restrict exhibits which, because of noise, method of operation, materials, or for any other reason becomes objectionable, and also to prohibit or to remove any exhibit, which, in the opinion of TMS/MED|Ed may detract from the general character of MED|Ed Facilities as a whole, or consists of products or services inconsistent with the purpose of MED|Ed Facilities. This reservation includes persons, things, conduct, printed matter, and anything of a character which TMS/MED|Ed determines is objectionable. In the event of such restriction or removal, TMS/MED|Ed shall not be liable for any refunds or other exhibit expenses. No Food or animals may be offered or displayed as part of the exhibit without prior written approval by TMS/MED|Ed. The use of sound systems is permissible provided that they are not audible more than 3 feet into the aisle or into neighboring booth, and that the sound is directed into the exhibitor's booth or vertically. TMS/MED|Ed shall have absolute control over the implementation of this regulation, the intent of which is that sound systems shall not be audibly objectionable to neighboring exhibitors.

No undignified manner of attracting attention will be permitted. Exhibitors may not conduct raffles or lotteries without approval of TMS/MED|Ed. Booth attendants shall be dressed modestly and in business taste. The use of costumes must be approved in advance by TMS/MED|Ed. The exhibitor agrees not to sponsor group functions, such as tours, film showings, speeches, hospitality suites or other activities during exhibit hours or in conflict with any officially programmed conference event.

5. Fire Regulations Booth decorations and construction must be conforming to fire regulation of the specific city, state and exhibit facility of MED|Ed Facilities. Combustible or explosive materials and substances may not be used. Cloth and other flammable materials must be flameproof. Packing containers, empty cardboard boxes, excelsior, wrapping and similar materials must be removed from the exhibit and cannot be stored under tables or behind displays. See the MED|Ed exhibitor manual for complete fire regulations.

6. Care of Premises No part of an exhibit and no signs or other materials maybe pasted, nailed, or otherwise affixed to walls, doors or other surfaces in a way that might mark or deface the premises or booth equipment and furnishing. Damage from failure to observe this notice is payable by the exhibitor.

7. Exhibitor Identification Badges A limited number of badges will be furnished without charge to designated exhibitors and may be obtained at the Exhibitor's Registration Counter. Badges shall be visibly displayed at all times within the exhibit area. During move-in and move-out, special work badges will be assigned only to those responsible for booth construction. These badges will not be valid during regular show hours.

8. Insurance Exhibitor agrees to carry: (a) Workers' Compensation in compliance with statutory requirements (b) Comprehensive General Liability in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate, including products and completed operations, independent contractors personal injury and blanket contractual liability, (c) Auto Liability in the amount of \$1,000,000 per occurrence and in aggregate when automobiles will be used on premises. MED|Ed Facilities, Tradeshow Management Services Ltd. and their directing officers, employees and agents shall be named as an additional insured with regard to coverage (b) & (c) above. This must be evidenced by a Certificate of Insurance with a 30 day notice of cancellation provision to the holder.

9. Security MED|Ed Facilities will employ reputable security guards and will take reasonable precautions to safeguard exhibitor property; however, MED|Ed Facilities assumes no liability whatsoever for loss or damage through any cause of goods, hand-carried items, exhibits or other materials

owned, rented or leased by the exhibitor. If additional insurance is desired, it must be secured by the exhibitor. The exhibitor shall indemnify MED|Ed Facilities against any and all claims, and hold them harmless from any complaints, suits, or liabilities resulting from the event, unless MED|Ed Facilities is grossly negligent. Personal effects, souvenir handouts available in limited quantities, and small, easily removed items of value should not be left in the booth when unattended.

10. Subletting of Space No exhibitor is allowed to assign, sublet or apportion the whole or any part of the space allotted to him without written permission of TMS/MED|Ed

11. Exhibit Management All exhibits will be under the management and control of TMS/MED|Ed. Only authorized MED|Ed Facilities staff have the authority to make decisions affecting conference and exhibit activities.

12. Independent Service Contractors Any exhibitor using an independent exhibitor-appointed service contractor agrees to indemnify and hold harmless TMS/MED|Ed and all official contractors from any and all liability for any act, complaint, damage or loss to any other exhibitor, the exhibit hall, the property of any contractor or any consequential damages arising out of any such act or loss from the time the independent exhibitor-appointed contractor arrives at the hall until the final move-out of MED|Ed Facilities is complete. The exhibitor further agrees that TMS/MED|Ed may prohibit the independent exhibitor-appointed contractor from working in the hall if that contractor does not fully comply with all the rules.

13. Compliance Regulations Exhibitor agrees to accept full responsibility for compliance with national, state, and city regulations in the provisions and maintenance of adequate safety devices and conditions for the operation of machinery and equipment and comply with ADA, ASCAP, and BMI regulations. Recorded music is not permitted.

14. Penalty for Late Payment All invoices from TMS/MED|Ed to the exhibitor must be paid within the terms specified on this contract or as noted on the invoice. Any exhibitor who is late in payment may be charged a penalty of 1.5% per month on the amount overdue. In addition, exhibitors whose payments are not received on time risk having their booth reassigned to a less prominent location of the exhibit floor or cancellation without refund.

15. Cancellation Policy This is a binding contract once it is signed or a payment is submitted. Upon written notice to TMS/MED|Ed, any exhibitor may cancel a reserved booth space, advertising space, or sponsorship. All monies paid by exhibitor are nonrefundable upon cancellation or change of reservation and/or purchase. If cancellation is made and received by TMS/MED|Ed prior to July 15, 2016 exhibitor agrees to pay one-third of contract fee. If cancellation is received prior to October 14, 2016, exhibitor agrees to pay two-thirds of contract fee. If cancellation is received after January 13, 2017 exhibitor is responsible for full contract fee. Exhibitor understands and agrees that if deposits for all purchases are not received by the due dates listed, the exhibitor's space reservation is not guaranteed; such space can be released at any time and at the discretion of TMS/MED|Ed this agreement for the contracted space can be canceled. This cancellation of space does not release exhibitor from their financial liability for the original contacted space.

16. Liability TMS/MED|Ed shall not be liable for failure to perform their obligation under this contract due to strikes, riots, acts of God, acts of war, acts of terrorism, or any other cause beyond their control.

17. Off-site Events Exhibitors understand and agree not to hold off-site events of any kind for attendees (i.e. hospitality events, tours, etc.) during exhibit hall show hours. Relocation TMS/MED|Ed reserves the right to move exhibit booths at its discretion without notifying an exhibitor prior to the move.

18. Exhibit hall hours:

Tuesday, April 4, 2017

11:30 am – 6:30 pm

5:30 – 6:30 pm - Networking Reception

Wednesday, April 5, 2017

11:30 am – 2:00 pm