



FPMA June 2017 Conference
Exhibit Space Application and Contract
Table Tops Only (40 Available)
June 8 - 11, 2017
Hyatt Regency Coconut Point Resort and Spa
Bonita Springs, FL

Table top Fees: If you exhibited at SAM 2017, the table top fee is \$795 – this fee must be paid in full by March 17, 2017 (after March 17, 2017, the fee will be \$995). If you did **not** exhibit at SAM 2017, the table top fee is \$995 prior to March 17, 2017 (after March 17, 2017, the fee will be \$1,295). After March 17, 2017, a deposit of \$250 is required to hold a table top. Balance will be due no later than May 8, 2017.

Credit Card: MasterCard Visa Amex Card Number: _____
 Exp. Date: _____ CSC (3 or 4 digit code on back of credit card): _____ Charge for: Entire table top cost Deposit only
 Signature as it appears on credit card: _____

It is our pleasure to include two (2) complimentary name badges and two (2) complimentary lunches per table top. Any additional name badges/lunches may be purchased for twenty dollars (\$20) each.

Badge Name(s): _____

Please read the **Exhibitor Rules and Regulations** portion of this application/contract and then sign and print your company name below. *I hereby agree to the conditions and stipulations in this contract as stated on the following two pages and declare myself an authorized executive officer of the company stated in this contract.*

Signature: _____
 Printed Name: _____
 Company: _____

Mail or Fax to: *Exhibit Coordinator, Florida Podiatric Medical Association, 410 N. Gadsden Street, Tallahassee, FL 32301*
 Phone: 1-800-277-3338 Fax: (850) 681-0899 Online Exhibitor Registration - www.fpma.com

EXHIBIT HALL SET-UP: Thursday, June 8, 2017: 1:30 PM – 10:00 PM

EXHIBIT HALL HOURS: Friday, June 9, 2017: 8:00 AM – 1:30 PM
 Saturday, June 10, 2017: 8:00 AM – 1:30 PM

Please complete the following company information as it will appear in conference literature. Complete information must be provided. *(Please print clearly and make a copy of this application for your records.)*

Company Name: _____
 Address: _____
 City/State/Zip: _____
 Contact Name: _____
 Phone: _____
 Fax: _____
 Website: _____
 Email Address: _____

All shipping and electrical services go through:
Gulf Coast Expo
 Phone: (813) 915-8066
See Exhibitor Rules and Regulations for more info.

Exhibit Categories: *(Please check one of the following)*
 Diagnostics Insurance Education Wound Care Software Treatment & Operating
 Foot devices Pharmaceuticals Instruments & Equip. Publishing Supplies Other (list products)

Table Top Preference: Please review the June 2017 Diagram of Table Top Locations before indicating your three table top preferences for June 2017. Placement cannot be guaranteed, but every effort will be made to honor your first choice.

1st _____ 2nd _____ 3rd _____ 4th _____

List Exhibitors you do NOT want to be placed near. Since we have minimal space and table tops, every effort will be made to accommodate your request.

To receive a printed badge, all company representative names must be submitted no later than May 8, 2017.

Hotel Information: Hyatt Regency Coconut Point Resort and Spa, Bonita Springs, Florida – cutoff date for reservations: May 10, 2017; call (239) 390-4267 or make your reservation on-line (<https://aws.passkey.com/event/49038176/owner/20806/home>).

Room rate: \$189.00 (Single Occupancy, Double Occupancy). Be sure to mention that you will be attending the FPMA June 2017 Conference when making your hotel reservation.

Exhibitor Rules and Regulations (MUST READ AND ACKNOWLEDGE – See First Page)

SPACE ASSIGNMENT, RESTRICTIONS, AND LAYOUT: Subletting or sharing of space is not permitted. Exhibitor may not show, advertise, or offer any other products than those sold or manufactured by that Exhibitor in his or her regular course of business, as stated on the application form. Please review the enclosed Floor Plan layout carefully. All table top furnishings must conform to the Fire Marshal's regulations in the jurisdiction of the city of Bonita Springs, Florida, in the Hyatt Regency Coconut Point Resort and Spa.

GENERAL DISTURBANCES: All sound presentations on the exhibitor table top must be done in a sound-proof environment or with earphones, and must not disturb other exhibitors. If any exhibitor has equipment or devices that may disturb another exhibitor, because of noise or other objectionable features, they must notify the Association in writing prior to the meeting and agree to accept a table top assignment as determined by the Association or the Exhibit Managers.

CANCELLATIONS: The Exhibitor may request, in writing, a refund as follows: Ninety (90) days prior to the meeting, a 100% refund will be issued, less a \$250 handling fee; Eighty-nine (89) to forty-five (45) days before the meeting, a 50% refund will be issued; less than forty-five (45) days, no refund will be issued. If a confirmed Exhibitor does not occupy the table top for any reason, including failure to exhibit or arrive at the site, the Exhibitor is responsible for the total table top rental fee without refund.

EXHIBIT CONTRACTORS AND SHIPPING: All exhibit materials and equipment must be consigned to Gulf Coast Expo, and a bill of lading must be completed, with all charges fully prepaid. Materials and equipment may be stored at Gulf Coast Expo for a period of thirty (30) days prior to installation. Items shipped by your company to the hotel should be addressed to your company, your table top #, in c/o Gulf Coast Expo, NOT to the Florida Podiatric Medical Association. Shipping costs are not included in the table top price. Do not ship materials to the hotel c/o FPMA. Thank you for your cooperation!

FURNISHINGS AND EQUIPMENT: Exhibit furnishings and equipment must be rented from Gulf Coast Expo. You will receive the necessary forms and information from Gulf Coast Expo to facilitate the shipping and installation of your exhibit approximately 30 - 45 days prior to the show. All structural work, such as extra shelves, signs, display racks, spotlights, etc. must be approved by the Association and/or the Exhibit Managers. No supplies, materials, posters, or other objects shall be displayed, posted, tacked, nailed, pasted, or otherwise attached to columns, walls, floors, or any other parts of the building or furniture. All electrical equipment must conform to the Hyatt Regency Coconut Point Resort and Spa, Bonita Springs, Florida electrical code and must be approved by Underwriters Laboratory (U.S.) or another recognized authority. Volatile, flammable, radioactive, or explosive substances or other materials prohibited by Local Ordinance or by Insurance Carriers will not be permitted on the premises. If an outside contractor or other labor is used, a written notice to FPMA and Gulf Coast Expo and approval of such is required thirty (30) days in advance, and must be accompanied by a Certificate of Insurer certifying coverage of the same type and amount as hereafter provided.

INSURANCE: All property of the Exhibitor is understood to remain under the Exhibitor's custody and control to and from, or within, the confines of the exhibit area. FPMA, the Hyatt Regency Coconut Point Resort and Spa, and Gulf Coast Expo do not provide insurance covering Exhibitors' property. Exhibitors shall carry comprehensive general liability coverage, including premises, operations, and contractual liability coverage of at least \$500,000 for personal injury liability and \$500,000 for property damage liability. Statutory Workers Compensation with employer's liability, with a limit of at least \$100,000, must be obtained. The Exhibitor shall secure and furnish to FPMA one (1) month prior to the first licensed day of the facility usage (May 8, 2017), and must maintain during the entire license period, the above stated coverage. The policies shall provide that they will not be controlled or materially altered prior to the termination of the facility license period or until FPMA has been given at least thirty (30) days' written notice of such cancellation or alterations.

SALES TAX: In accordance with Florida Statutes Section 212.18(3)(b)3, this exhibitor agreement authorizes the retail sales of tangible personal property or services subject to sales tax. The Exhibitor must register, or be registered, with the Florida Department of Revenue and collect and remit the tax imposed on such sales.

SECURITY: Loss prevention of Exhibitors' property will be a priority; however, neither the FPMA, Gulf Coast Expo, the security service, nor the Hyatt Regency Coconut Point Resort and Spa will be responsible for loss or damage due to any cause.

LIABILITY: The Exhibitor hereby agrees to indemnify and hold harmless the FPMA, its officers, members, agents and staff, and the Hyatt Regency Coconut Point Resort and Spa, its managers, officers, sponsors, employees, agents, successors, and assigns, and Gulf Coast Expo from any lawsuit or claim, including but not limited to an action relating to personal injury, product liability, false claims, or property damage or for loss of use of property by whomsoever sustained as a result of Exhibitor's participation in the exhibit, except only for damages or injury due to negligence or willful misconduct of the indemnities.

COMPLIANCE: The Exhibitor shall comply with all federal, state, and local laws, rules, and regulations, including but not limited to those relating to safe usage, advertising, and marketing of products and services. Devices which emit radiation, light waves, sound waves, or other emissions which require or should reasonably require the use of safety equipment shall not be used in the exhibition hall or any part of the hotel without express prior authorization of the FPMA and Hyatt Regency Coconut Point Resort and Spa. The Exhibitor shall also comply with all provisions relating to continuing education of the Council for Podiatric Medical Education.

FORCE MAJEURE: In the event that the Hyatt Regency Coconut Point Resort and Spa, or any part of the exhibit area thereof, is unavailable, whether for the entire event or a portion of the event, as a result of fire, flood, tempest, or any such cause, or as a result of governmental intervention, malicious damage, acts of war, strike, lock-out, labor dispute, riot, or any other cause or agency over which the FPMA has control, or should the FPMA decide that because of such causes it is necessary to cancel, postpone, or reset the exhibit or reduce the exhibit time or move-out time, the FPMA and Gulf Coast Expo shall not be liable to indemnify or reimburse the Exhibitor in respect to any damage or loss, direct or indirect, arising as a result thereof.

OTHER RULES: Canvassing or distribution of advertising, promotional materials, gifts, or refreshments outside the Exhibitor's assigned space is not permitted. Solicitations or conferences in the interest of business, except by Exhibitors, are prohibited on the premises during the conference. Hospitality suites and receptions may be allowed if no FPMA official function is scheduled. Written requests must be made sixty (60) days prior to the event for approval by the FPMA.

VIOLATIONS: In the event an Exhibitor violates any provision of this agreement, the Association shall have the right, without liability whatsoever, to notify the agents, servants, employees, or other persons then operating Exhibitor's table top(s) and to close said table top(s) immediately and remove all the exhibits and other materials in the table top of the Exhibitor immediately upon notice. Furthermore, the Association shall have the additional right to bar the Exhibitor, his/her agents, servants, employees, or other representatives from the exhibit area and the exhibit hall and facilities, and to enforce the provisions hereof by having the responsible local government official enforce this provision, all without liability to the Association, its agents, servants, employees, and contractors. If any provision of this agreement is breached by the Exhibitor or if the Exhibitor is in default hereunder, the Association shall have the right, and it is hereby authorized, to retain all monies theretofore paid by the Exhibitor as liquidated damages. In addition to any powers, prerogatives, or remedies otherwise provided by the Association in this agreement, the Association shall have any and all rights and remedies otherwise available at law or equity.

AMENDMENTS: Any and all matters not specifically covered by the preceding rules and regulations and other terms and conditions contained in the Exhibitors Service Manual shall be subject to the decision of the FPMA. The FPMA shall have the full power to interpret, amend, and enforce these rules and regulations, provided any amendments or additions thereto are in conformance with the preceding sentence.

DEFAULT: Exhibitors will not be permitted to set up their exhibits or will be subject to eviction, without refund, if this contract is violated.

LAWS AND RULES APPLICABLE: This Agreement and accepted paid contract shall be governed by the laws, rules, and regulations of the State of Florida. The Exhibitor agrees to abide by the rules and regulations of the Hyatt Regency Coconut Point Resort and Spa while on resort property and understands where the rules and regulations of the host hotel are more stringent than any of the above FPMA rules, such hotel regulations shall take precedence.