63rd Annual Meeting
May 17-20, 2018
Sheraton Birmingham Alabama
The Plastic Surgery Research Council is pleased to invite its industry partners to participate in the 63rd Annual Meeting. Included in this prospectus are many opportunities for industry to show your support of the Research Council!

WHO SHOULD PARTICIPATE?
Organizations which provide products or services of interest to plastic and reconstructive surgeons as well as basic scientists.

REGISTRATION STATISTICS

<table>
<thead>
<tr>
<th>Year</th>
<th>Location</th>
<th>Professional Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>Los Angeles, CA</td>
<td>367</td>
</tr>
<tr>
<td>2014</td>
<td>NY, NY</td>
<td>352</td>
</tr>
<tr>
<td>2015</td>
<td>Seattle, WA</td>
<td>300</td>
</tr>
<tr>
<td>2016</td>
<td>New York, NY*</td>
<td>754**</td>
</tr>
<tr>
<td>2017</td>
<td>Durham, NC</td>
<td>264</td>
</tr>
</tbody>
</table>

*Joint meeting with AAPS  
** 221 PSRC members

ATTENDEE PROFILE
Academic surgeons and basic scientists from many surgical disciplines, including:

- Plastic Surgery
- Reconstructive Microsurgery
- Orthopedic Surgery
- Hand Surgery and Upper And Lower Extremity Surgery
- Head and Neck Surgery
- General Surgery
- Maxillofacial/Craniofacial Surgery
- Breast Surgery
- Peripheral Nerve Surgery
- Trauma Surgery

SUPPORT
You are invited to take advantage of the support opportunities during the PSRC Annual Meeting. Your support will be recognized with signage and within all appropriate meeting materials.

DEDICATED EXHIBIT TIME
PSRC provides company representatives with multiple opportunities to reach attendees and gain added exposure. Meet one-on-one with the attendees in a relaxed, intimate atmosphere.
MARKETING SUPPORT OPPORTUNITIES

PLATINUM LEVEL INCLUDES: $25,000
- Recognition and signage for Platinum support in all pieces
- Industry lunch symposium (food, beverage and AV not included)
- Scheduled ½ hour meeting with leadership
- 6 full registrations for members of your company*
- Support of the mobile app
- Attendance for 2 at the exclusive Members Dinner
- Ad in the PSRC Newsletter (sent 2 x per year to the PSRC Members)
- 2 email blasts (pre and post meeting)
- Pre and post registration lists
- 1 exhibition space

GOLD LEVEL INCLUDES $15,000
- Recognition and signage for Gold support in all pieces
- Breakfast symposium (food, beverage and AV not included)
- Scheduled ½ hour meeting with leadership
- 4 full registrations for members of your company*
- Attendance for 2 at the exclusive Members Dinner
- Ad in the PSRC Newsletter (sent 2 x per year to the PSRC Members)
- 1 email blast
- Pre and post registration list
- 50% discount on exhibit space

SILVER LEVEL INCLUDES $10,000
- Recognition and signage for Silver support in all pieces
- 3 full registrations for members of your company*
- Pre-registration list
- Ad in the PSRC Newsletter (sent 2 x per year to the PSRC Members)
- Attendance for 2 at the exclusive Members Dinner
- 25% discount on exhibit space

BRONZE LEVEL INCLUDES $5,000
- Recognition and signage for Bronze support in all pieces
- 2 full registrations for members of your company*
- Pre-registration list
- Ad in the PSRC Newsletter (sent 2 x per year to the PSRC Members)
- Attendance for 1 at the exclusive Members Dinner

*In addition to the 2 registrations already included with exhibition space.
MARKETING SUPPORT OPPORTUNITIES (continued)

HOTEL KEY CARDS $5,000
All meeting attendees would use the hotel key cards and see your company name or logo. Your company will be acknowledged as a meeting supporter.

MOBILE APPLICATION $5,000
Instead of a printed program, the 63rd PSRC Annual Meeting will be guided by a mobile application available for all attendees to download on their smartphones and other mobile devices. This opportunity offers high visibility as the Supporter will have their information and branding built into the application as well as three push notifications during the meeting sent to everyone. The application includes program schedules, abstracts, exhibitor lists and descriptions, exhibit floorplan, and area attractions and information.

EDUCATIONAL SUPPORT OPPORTUNITIES

WiFi $10,000
Gain high visibility for your company by supporting the Research Council’s Annual Meeting WiFi service. The supporting company will be acknowledged in all communication to the attendees as the WiFi sponsor.

CONTINENTAL BREAKFAST: $10,000 per breakfast – EXCLUSIVE breakfast support $25,000
The company providing a grant for this part of the meeting will have signage during the continental breakfast acknowledging their support.

REFRESHMENT BREAKS: $7,500 per break – EXCLUSIVE breaks support $14,000
The company providing support for this part of the meeting will have signage during the break acknowledging their support. Choose between morning or afternoon breaks.

SOCIAL EVENTS
Companies that choose to support social event will be recognized for their support during the function. The following events are available to support:

Members Dinner $15,000 partial support $7,500
Welcome Reception $20,000 partial support $10,000
Industry-supported scientific symposia of one hour (subject to final program) may be conducted at scheduled times during the Annual Meeting. Currently the available time for symposia will be:

**Friday, May 18, 2018**
- 12:30 pm – 2:00 pm

**Friday, May 18, 2018**
- 6:30 am – 7:30 am *

**Saturday, May 19, 2018**
- 6:30 am – 7:30 am *

**Saturday, May 19, 2018**
- 11:30 am – 1:00 pm

Industry-Supported Satellite Symposia are educational events that may offer, but are not limited to:

- Educational programs, which may or may not be designated for *AMA PRA Category 1 Credit™;*
- Formal presentations, speakers, product display/promotion, equipment demonstrations or procedural instruction are:
  - *Planned and implemented by an organization external to the accredited provider, ACS and PSRC*
  - Neither sponsored nor endorsed by the ACS and PSRC;
  - Not part of the Joint Providers official program.

**Should the Supporter choose to offer CME for this presentation, this shall be done separate from the PSRC and ACS and the Supporter shall comply with regulations as set forth by their own accredited provider.**

All promotional materials must contain the following statement:

*This event is neither sponsored by nor endorsed by the ACS or the PSRC.*

If CME credit is offered, the CME Provider/Accredited Sponsor should also be clearly indicated and must coordinate the content of all invitational and promotional material.

Symposium support includes one (1) complimentary meeting registration for a speaker, acknowledgement in meeting materials, promotional materials and onsite signage, mailing list for both pre- and post-registration attendee mailings (mailing pieces, produced by company, must be approved before releasing list) and one complimentary blast email to the PSRC annual meeting pre-registration list (HTML document produced by company). Company will also have the opportunity to include an invitation with attendee registration materials and a promotional poster in the registration area (produced by company). Symposia may or may not be accredited. Food, beverage and audio visual is at your expense.

*Please note: Times are subject to change based on final program*
PAST EXHIBITORS & SUPPORTERS

3dMD
3D Systems
Acell, Inc.
Acelity
Advanced Bio-Medical Equipment
Allergan USA, Inc.
Allergan Medical Breast Aesthetics
Alleviated Reflections
Alpine Pharmaceuticals
American Express Open
American Society for Aesthetic Plastic Surgery
Angiotech
Army Health Care Team
ASSI
Association of Academy Surgery
Atrium Medical Corporation
Axogen, Inc.
Bard Davol
Baxter BioSurgery
Bioform Medical Inc.
Biologica Technologies
Canfield Scientific, Inc.
Coapt Systems, Inc.
Cohera Medical Inc.
Convatec
Cook Medical Inc.
CosMedical Technologies, Inc.
Covidien
CRC Press - Taylor & Francis Group LLC
Dale Medical Products
Dermik Aesthetics
Daichi Sankyo, Inc.
DoctorBase
Einstein Medical
Elsevier
Ethicon, Inc.
Hydrafacial MD-Edge Systems
Ienhance
INAMED Aesthetics
Integra Lifesciences
Keller Medical, Inc
KLS Martin L.P.
LifeCell Corporation
LifeNet Health
Lippincott Williams & Wilkins
Lumenis
Marina Medical
MD Resource
Medical Protective
Medicis Aesthetics
Medtronic Neurosurgery
Mentor Worldwide LLC
Merz Aesthetics, Inc.
MicroRins Surgical Instruments, Inc.
MicroAire Surgical Instruments
MTF
New England Compounding Center
Nextech, Inc.
Novadaq
Orthovita, Inc.
Osteomed Corporation
Pacira Pharmaceuticals
Peak Surgical Inc.
PMT/Permark Corporation
Porex Surgical Inc.
Saunders/Mosby
Selphyl & Tickle Lipo
Sientra Inc.
Smith & Nephew, Inc.
Sound Surgical Technologies
Spectros Corp.
Spiracur
Stryker Craniomaxillofacial
Success Concepts
Surgitel General Scientific Corp.
Syneron/Candela
Synovis Medical Companies Alliance, Inc.
Synthes CMF
Synthes Maxillofacial
TEI Biosciences Inc.
Tyco Healthcare
Ulthera, Inc.
ViOptix, Inc.
Visionsense
Walter Lorenz Surgical
Wolters Kluwer
EXHIBIT DETAILS

EXHIBIT LOCATION AND SCHEDULE
The exhibit area is located in East Ballroom B immediately adjacent to the Scientific Sessions in East Ballroom A.

Thursday, May 17  7:00 am - 4:30 pm
Friday, May 18  12:00 pm – 4:00 pm*
Saturday, May 19  7:30 am - 3:00 pm

Traffic Builders in East Ballroom A
Thursday, May 17th  Continental Breakfast  7:30 am – 8:30 am
                    Coffee Break  9:30 am – 10:00 am
                    Coffee Break  3:30 pm – 4:00 pm
Friday, May 18th  Coffee Break  4:00 pm – 4:30 pm
Saturday, May 19th  Continental Breakfast  7:30 am – 8:30 am
                    Coffee Break  9:30 am – 10:00 am
                    Coffee Break  2:30 am – 3:00 pm

*offsite local programming at UAB 7:30am -12:00pm and networking lunch with exhibitors at 12:30pm – 2:00 pm

EXHIBIT SPACE DESCRIPTION
A space for table-top exhibits with one 8 ft. table and two chairs will be provided in a 10 ft wide by 5 ft deep space. Exhibits may be as high as 8’. Table top displays ONLY will be permitted. In the event you have equipment that fits in a 8” x 30” space you may remove the table and show the equipment. Please notify show management if you plan to do this.

EXHIBIT SPACE FEES

<table>
<thead>
<tr>
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<th>Before or on 4/06/18</th>
<th>After 4/06/18</th>
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<tbody>
<tr>
<td></td>
<td>$2,000</td>
<td>$2,750</td>
</tr>
<tr>
<td>With lead retrieval</td>
<td>$2,200</td>
<td>$2,950</td>
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EXHIBIT SET-UP AND BREAKDOWN

Installation:  Wednesday, May 16  3:00 pm – 5:00 pm
Dismantle:  Saturday, May 19  1:00 pm – 3:00 pm

Exhibitors will have access to the exhibit area from 3:00 pm – 5:00 pm on Wednesday, May 16th. All exhibits must be set by 5:00 pm. The exhibits close at 3:00 pm on Saturday, May 19th and dismantle may begin no earlier than 3:00 pm and must be completely cleared no later than 5:00 pm. Times are subject to change based on the final program.

SPECIAL SERVICES
Exhibitors requiring electrical, telephone, internet connection, or audio visual equipment may order these services through the online service-kit, which will be available in early March.

STAFFING
Exhibit fee allow two (2) company representatives per exhibit space. Additional personnel will be charged $100. Exhibitor badge sharing is not permitted. The Exhibitor Personnel Registration Form will be available in the Exhibitor service-kit.

MEETING ATTENDANCE
Exhibit staff are encouraged to attend the educational program as PSRC guests and to join the Welcome Reception on Friday evening and Poster & Exhibits Reception on Saturday afternoon.
EXHIBIT DETAILS

MEALS
The exhibit fee includes PSRC-provided continental breakfasts, refreshment breaks, Welcome Reception on Friday, May 18th and the Poster & Exhibits Luncheon on Saturday May 19th.

CANCELLATION POLICY
There will be absolutely no refunds after January 22, 2018.

HOTEL AND TRAVEL ARRANGEMENTS
Hotel reservations and travel arrangements should be made on your own. PSRC has a block of rooms at:

Sheraton Birmingham Hotel
2101 Richard Arrington Jr Blvd N.
Birmingham, AL 35203 | (205) 324-5000

*The deadline to reserve housing is 5:00 pm (EST) on April 2, 2018. A housing link will be available in December. Please visit the PSRC website for booking instructions, www.ps-rc.org

SHIPPING MATERIALS
Shipping information will be posted in the exhibitor online service-kit in late February.

MUTUAL INDEMNIFICATION
Exhibitor, hotel, and PSRC agree to indemnify and hold each other and the other’s officers, directors, agents and employees harmless against any and all claims, costs and expenses, including reasonable attorney’s fees, arising out of or relating to the other’s performance under this agreement.

INSURANCE
Exhibitor will maintain insurance sufficient to cover any claims or liabilities which may reasonably arise out of or relate to its obligations under this Agreement and will provide evidence of such insurance upon request.

SPECIAL NEEDS
If you require special accommodations in order to fully participate in the meeting, please contact the PSRC office.

Contact Us

PSRC Administrative Office
500 Cummings Center, Suite 4400
Beverly, MA 01915
Tel: 978.927.8330 | Fax: 978.524.8890
www.ps-rc.org

Director of Industry Relations
Yvonne Grunebaum
Ygrunebaum@prri.com
MARKETING SUPPORT AGREEMENT FORM

Company

Contact

Address

City/State/ Zip/Country

Telephone      Fax      Email

Please select your support activities below:

☐ PLATINUM LEVEL……………...$25,000  ☐ GOLD LEVEL……………….$15,000

☐ SILVER LEVEL……………….$10,000  ☐ BRONZE LEVEL………….$5,000

☐ Mobile App…………………. $5,000  ☐ Hotel Key Cards………….$5,000

PAYMENT METHOD

☐ Check Amount Enclosed: $__________  PLEASE FAX IF CREDIT CARD NUMBER APPEARS ON THIS FORM

Credit Card: ☐ American Express ☐ MasterCard ☐ Visa  Amount to be charged: $__________

Card Number: ________________

Expiration Date: ____________ Sec Code: ________________

(3-4 #s on back of card)

Name as it appears on the card __________________________________ Cardholder’s Signature ________________________________

☐ Please check if credit card billing address is same as contact information at the top of the form.
☐ If billing address is not the same please enter below.

________________________________  __________________________________

Street Address  City/State/Postal Code /Country

WE AGREE TO ABIDE BY ALL RULES AND REGULATIONS SET FORTH IN THE PROSPECTUS. ACCEPTANCE OF THIS APPLICATION BY SHOW MANAGEMENT CONSTITUTES A CONTRACT.

AUTHORIZED SIGNATURE ________________________________  PRINT NAME ________________________________

PLEASE RETURN FORM TO:
PSRC
500 Cummings Center, Suite 4400, Beverly, MA 01915
P. 978-927-8330, F. 978-524-0461 or email if no credit card number industry@ps-rc.org
EDUCATIONAL SUPPORT AGREEMENT FORM

Company

Contact

Address

City/State/ Zip/Country

Telephone

Fax

Email

Please select your support activities below:

**Continental Breakfast:**
- [ ] $10,000/day
- [ ] Thursday
- [ ] Friday
- [ ] Saturday
- [ ] $25,000 EXCLUSIVE

**Refreshment Breaks:**
- [ ] $7,500/break
- [ ] Thursday
- [ ] Friday
- [ ] Saturday
- [ ] AM
- [ ] PM
- [ ] $14,000 EXCLUSIVE

- WiFi
  - $10,000

**Functions:**

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<thead>
<tr>
<th></th>
<th>Exclusive</th>
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<tbody>
<tr>
<td>Members’ Dinner</td>
<td>$15,000</td>
<td>$7,500</td>
</tr>
<tr>
<td>Welcome Reception</td>
<td>$20,000</td>
<td>$10,000</td>
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</table>

**PAYMENT METHOD**

- [ ] Check Amount Enclosed: $____________

**Credit Card**
- [ ] American Express
- [ ] MasterCard
- [ ] Visa

Amount to be charged: $____________

Card Number: _______________________

Expiration Date: ____________

Sec Code: ________________

(3-4 #s on back of card)

Name as it appears on the card

Cardholder’s Signature

- [ ] Please check if credit card billing address is same as contact information at the top of the form.
- [ ] If billing address is not the same please enter below.

Street Address

City/State/Postal Code /Country

WE AGREE TO ABIDE BY ALL RULES AND REGULATIONS SET FORTH IN THE PROSPECTUS. ACCEPTANCE OF THIS APPLICATION BY SHOW MANAGEMENT CONSTITUTES A CONTRACT.

Authorized Signature

Print Name

Title

PLEASE RETURN FORM TO: PSRC, 500 Cummings Center, Suite 4400, Beverly, MA 01915
P. 978-927-8330  |  F. 978-524-0461
industry@psrc.org
Industry Symposium Application  
PSRC 63rd Annual Meeting, May 17-20, 2018  
Sheraton • Birmingham, AL

Exact Title of Symposium

Company Name ___________________________ Contact Name ___________________________

Address ___________________________ City ___________________________ State ___________________________ Zip ___________________________

Phone ___________________________ Fax ___________________________ Email ___________________________

Brief Description of Symposia Topics and Proposed Faculty:

CME Provider* (if applicable): __________________________________________________________

*If CME will be provided please include copy of Accreditation and Designation statements

INDUSTRY-SUPPORTED SYMPOSIUM*

☐ Lunch ........ Friday, May 18, 2018 | 12:30 pm – 2:00 pm $15,000
☐ Breakfast .... Friday, May 18, 2018 | 6:30 am – 7:30 am $10,000
☐ Breakfast ...... Saturday, May 19, 2018 | 6:30 am – 7:30 am $10,000
☐ Lunch ........ Saturday, May 19, 2018 | 11:30 am – 1:00 pm $15,000

Once the symposium has been confirmed by PSRC staff you will be put in direct contact with a catering representative. Catering, special set fees, additional electrical/telecommunications and labor are not included in the fee. Each company is responsible for all charges to the facility. By signing below you are authorizing PSRC to charge the total fee indicated on this form to your credit card.

Signature ___________________________ Date ___________________________

PAYMENT METHOD

Credit Card ☐ American Express ☐ MasterCard ☐ Visa ☐ Check amount enclosed: $___________________________

Amount to be charged: $___________________________ Name as it appears on card: ___________________________

Credit Card Number ___________________________ Expiration Date ___________________________ Security Code (3-4 #s on front/back card) ___________________________

Cardholder’s Signature ___________________________

☐ Secure Fax: + 978.524.0461 This form must be faxed if credit card number is showing. DO NOT EMAIL. 
☐ Please check if credit card billing address is same as contact information.
☐ If billing address is not the same please enter below.

Company Name ___________________________ Street Address ___________________________ City/State/Postal Code /Country ___________________________

AUTHORIZED SIGNATURE ___________________________ PRINT NAME ___________________________ TITLE ___________________________
Exhibit Space Application
PSRC 63rd Annual Meeting, May 17-20, 2018
Sheraton • Birmingham, AL

Please complete and submit all sections of this application and either type or print in each section. Sign and return both sides. Checks should be made payable to 500 Cummings Center, Suite 400, Beverly, MA 01915 or faxed with a credit card number to 978-524-0461. Applications must be accompanied by payment in full. Confirmations will be sent after exhibits are assigned. Email application to industry@psrc.org. Email submissions that include credit card information are strictly forbidden. Please send to secure fax line at 978-524-0461.

CONTACT INFORMATION:
____________________________________________________
Contact Person This person will receive all correspondence pertaining to this meeting.

____________________________________________________
Title

____________________________________________________
Telephone number Fax number

____________________________________________________
Email address

____________________________________________________
Company Name/ Web Address

____________________________________________________
Street Address

____________________________________________________
City/State/Postal Code /Country

Before or on After
4/06/18 4/06/18

Exhibit Space $2,000 $2,750
8’ x 30” Tabletop

Location preferences: (List table numbers)
1st Choice ____________ 3rd Choice ____________
2nd Choice ____________ 4th Choice ____________

Applications without appropriate payment will not be processed.

We would like to be near ________________________________

We would not like to be near ________________________________

The PSRC will make every effort to honor your location requests.

PRODUCT DESCRIPTION:
Please email a 50-word company description to industry@psrc.org upon completion of your application to be included in the PSRC mobile application.

When emailing description please include the following:
✓ "PSRC" in the subject line of your email
✓ Company Name
✓ Mailing Address
✓ Appropriate contact email address
✓ Company website address
✓ 50 word COMPANY description.

PAYMENT METHOD:
☐ Check amount enclosed: $___________

CREDIT CARD
☐ American Express ☐ MasterCard ☐ Visa

Amount to be charged: $___________

Credit Card Number

Expiration Date Security Code (3-4 numbers on front or back of card)

Name as it appears on credit card

Cardholder’s Signature

☐ Please check if credit card billing address is same as contact information at the top of the form.
☐ If billing name & address is not the same, please enter below.
☐ Secure Fax: + 978.524.0461 This form must be faxed if credit card number is showing. DO NOT EMAIL.

Company Name

____________________________________________________
Street Address

____________________________________________________
City, State, Zip

____________________________________________________
____________________________________________________
____________________________________________________
____________________________________________________
____________________________________________________

WE AGREE TO ABIDE BY ALL RULES AND REGULATIONS SET FORTH IN THE PROSPECTUS AND THIS APPLICATION. ACCEPTANCE OF THIS APPLICATION BY SHOW MANAGEMENT CONSTITUTES A CONTRACT. CONFIRMATION WILL BE SENT IMMEDIATELY, BOOTH NUMBER WILL BE CONFIRMED IN MARCH.

2018 CANCELLATION CLAUSE: IF CANCELLATION IS RECEIVED IN WRITING NO LATER THAN JANUARY 22nd A 25% CANCELLATION FEE IS RETAINED BY PSRC. IF CANCELLATION IS RECEIVED IN WRITING AFTER JANUARY 22nd NO REFUND WILL BE ISSUED.

_______________________________________________
AUTHORIZED SIGNATURE

____________________________________________________
PRINT NAME

If you have any questions please contact us at 978-927-8330 or email us at industry@psrc.org

FOR PSRC USE ONLY

Date received: ____________ Total Amount due: $__________
Amount received: ____________ Accepted by: ____________
ID #: ____________
Space Assignment: ____________ Date assigned: ____________
The Plastic Surgery Research Council and its authorized representatives are hereinafter referred to as “Show Management.”

1. PAYMENT AND REFUNDS. Applications must be accompanied by payment in full. Applications received without such payment will not be processed nor will space assignments be made. If Show Management receives a written request for cancellation in whole or part of space on or before January 22, 2018, the exhibitor will be liable for a 25% processing fee. For cancellations in whole or part received after January 22, 2018, no refunds will be issued.

It is expressly agreed by the exhibitor that in the event he fails to pay the space rental at the times specified, or fails to comply with any other provisions contained in these rules and regulations concerning his use of exhibit space, Show Management shall have the right to reassess the booth location shown on the face of the contract or to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper. In the event of a default by the exhibitor, as set forth in the previous sentence, the exhibitor shall forfend as liquidated damages, the amount paid by him for his space reservation, regardless of whether or not the Show Management enters into a further lease for the space involved.

2. SPACE RENTAL AND ASSIGNMENT OF LOCATION. Whenever possible, space assignments will be made by Show Management in keeping with the preferences as to location requested by the exhibitor. SHOW MANAGEMENT, HOWEVER, RESERVES THE RIGHT TO MAKE THE FINAL DETERMINATION OF ALL SPACE ASSIGNMENTS IN THE BEST INTERESTS OF THE EXPOSITION.

3. USE OF SPACE, SUBLETTING OF SPACE. No exhibitor shall assign, sublet, or share the space allotted with another business or firm unless approval has been obtained in writing from Show Management. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in the exhibitor’s display, parent or subsidiary companies excepted. Exhibitors must show only goods manufactured or dealt by them in the regular course of business. Should an article of non-exhibiting firm be required for operation or demonstration in an exhibitor’s display, identification of such article shall be limited to the usual and regular nameplate, imprint or trademark under which same is sold in the general course of business. No firm or organization not assigned exhibit space will be permitted to solicit business within the Exhibit Areas.

4. EXHIBITORS AUTHORIZED REPRESENTATIVE. Each exhibitor must name one person to be his representative in connection with installation, operation and removal of the firm’s exhibit. Such representative shall be authorized to enter into such contracts as may be necessary for which the exhibitor shall be responsible. The exhibitor shall assume responsibility for such representative being in attendance throughout all exposition periods; and this representative shall be responsible for keeping the exhibit neat, manned and orderly at all times. For their own safety and protection, children sixteen (16) years of age and under will not be admitted to the exhibit halls at any time.

5. INSTALLATION AND REMOVAL. Show Management reserves the right to fix the time for the installation of a booth prior to the Show opening and for its removal after the conclusion of the Show. Installation of all exhibits must be fully completed by the opening time of the exposition. Any space not claimed and occupied three hours prior to opening, may be resold or reassigned without refund. No exhibitor will be allowed to dismantle or repack any part of his exhibit until after the closing of the Show.

6. ARRANGEMENT OF EXHIBITS. Each exhibitor is provided an Official Exhibitor Service Kit. The Exhibitor Service Kit describes the type and arrangement of exhibit space and the standard equipment provided by Show Management for booth construction. All booth space must be arranged and constructed in accordance with the guidelines, provisions and limitations contained in the Exhibitor Service-Kit. If, in the sole opinion of Show Management, any exhibit fails to conform to the Exhibitor Service-Kit guidelines, or the provisions set forth herein, such exhibit will be prohibited from functioning at any time during the exposition.

7. EXHIBITS & PUBLIC POLICY. Each exhibitor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire prevention and public safety, while participating in this exposition. Compliance with said laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. Show Management and service contractors have no responsibility pertaining to the compliance with laws as to public policy as far as individual exhibitor’s space, materials and operation is concerned. Should an exhibitor have any questions as to the application of such laws, ordinances and regulations to his exhibit or display, Show Management will endeavor to answer them. All booth decorations including carpeting must be flame-proofed and all hangings must clear the floor. Electrical wiring must conform to the National Electrical Code Safety Rules. If inspection indicates any exhibitor has neglected to comply with these regulations, or otherwise incurs fire hazard, the right is reserved to cancel all or such part of his exhibit as may be irregular, and effect the removal of same at exhibitor’s expense. Exhibitors will not be permitted to store behind their booth background any excess material such as cardboard cartons, literature, etc. Excess supplies must be stored in areas which will be made available for such purpose. If unusual equipment or machinery is to be installed, or if appliances that might come under fire codes are to be used the exhibitor should communicate with Show Management for information concerning facilities or regulations. Exhibitors must comply with City and State fire regulations. Independent contractors must conform to IAEM, ESCA and ED&PA guidelines. All exhibitor labor must comply with established labor jurisdictions.

8. STORAGE OF PACKING CRATES AND BOXES.Exhibitors will not be permitted to store packing crates and boxes in their booths during the exhibit period, but these, when properly marked, will be stored and returned to the booth by service contractors. It is the exhibitor’s responsibility to mark and identify his crates. Crates not properly marked or assigned will be stored at the expense of the exhibitor. Show Management assumes no responsibility for the contents of crates or boxes improperly labeled as “empty.” Because of the lack of storage facilities, it may be necessary to store empty crates and cartons outside the building. Every effort will be made to protect the crates from the elements, but neither Show Management nor its service contractors will assume any responsibility for damage to them. The removal and return of large crates between booths or corridors will be charged at rates of .50 cents per mile. The Show Management reserves the right to be reimbursed for damage to equipment and materials and is authorized to remove, at the expense of the exhibitor, any equipment or materials which is not removed by the exhibitor. Exhibitors will be billed by Show Contractors for removal time and materials at prevailing rates.

9. OPERATION OF DISPLAYS. Show Management reserves the right to restrict the operation of, or evict completely, any exhibit which, in its sole opinion, detracts from the general character of the exposition as a whole. This includes, but is not limited to, any exhibit which, because of noise, flashing lights, method of operation, display of unsuitable material, is determined by Show Management to be objectionable to the successful conduct of the exposition as a whole. Use of so-called “barkers” or “pitchmen” is strictly prohibited. All demonstrations or other promotional activities must be confined to the limits of the exhibit space. Sufficient space must be provided within the exhibitor’s booth space. Distribution of circulars may be made only within the space assigned to the exhibitor distributing such materials. No advertising circulars, catalogs, folders, or devices shall be distributed by exhibitors in the aisles, meeting rooms, registration areas, lounges, or grounds of the host facility. Trade publishers are prohibited from soliciting advertising during the Show. Trade publications may be distributed from their booth, but automatic distribution is prohibited.

Live Animals. Live animals are prohibited.

Models. Booth representatives, including models or demonstrators, must be properly and modestly clothed. Excessively revealing attire is prohibited.

Sound. Exhibits which include the operation of musical instruments, radios, sound projection equipment, public address systems or any noisemaking machines must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent exhibitors and their patrons, nor cause the aisles to be blocked.

Operators of noisemaking exhibits must secure approval of operating methods before the exhibit opens.

10. SOCIAL ACTIVITIES. Exhibitor agrees to withhold sponsoring hospitality suites/rooms or other functions during official show activities, including exhibit hours, social functions, educational seminars and any other related activity scheduled by Show Management.

11. INSURANCE. Exhibitor will maintain insurance sufficient to cover any claims or liabilities which may reasonably arise out of or in relation to its obligations under this Agreement and will provide evidence of such insurance upon request.

12. INDEMNIFICATION. Exhibitor, hotel, and PSRC agree to indemnify and hold each other and the other’s officers, directors, agents and employees harmless against any and all claims, costs and expenses, including reasonable attorney’s fees, arising out of or relating to the other’s performance under this agreement.

13. CARE OF BUILDING AND EQUIPMENT. Exhibitors or their agents shall not injure or deface any part of the exhibit building, the booths, or booth contents or show equipment and décor. When such damage appears, the exhibitor is liable to the owner of the property so damaged.

14. AMERICANS WITH DISABILITIES ACT. Exhibitors acknowledge their responsibilities under the Americans with Disabilities Act (hereinafter “Act”) to make their booths accessible to handicapped persons. Exhibitor shall also indemnify and hold harmless Show Management and facility against cost, expense, liability or damage which may be incident to, arise out of or be caused by Exhibitor’s failure to comply with the Act.

15. OTHER REGULATIONS. Any and all matters not specifically covered by the preceding rules and regulations shall be subject solely to the decision of Show Management.

SHOW MANAGEMENT SHALL HAVE FULL POWER TO INTERPRET, AMEND, AND ENFORCE THESE RULES AND REGULATION, PROVIDED EXHIBITORS RECEIVE NOTICE OF ANY AMENDMENTS WHEN MADE. EACH EXHIBITOR AND ITS EMPLOYEES AGREES TO ABIDE BY THE FOREGOING RULES AND REGULATIONS AND BY ANY AMENDMENTS OR ADDITIONS THERETO IN CONFORMANCE WITH THE PRECEDING SENTENCE. EXHIBITORS OR THEIR REPRESENTATIVES WHO FAIL TO OBSERVE THESE CONDITIONS OF CONTRACT OR WHO, IN THE OPINION OF SHOW MANAGEMENT, CONDUCT THEMSELVES UNETHICALLY MAY IMMEDIATELY BE DISMISSED FROM THE EXHIBIT AREA WITHOUT REFUND OR OTHER APPEAL.

DATE

AUTHORIZED SIGNATURE

TITLE

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PSRC 63rd Annual Meeting, May 17-20, 2018
Sheraton • Birmingham, AL