



APPLICATION & AGREEMENT FOR EXHIBIT SPACE

Please read and complete sections 1, 2, 3, & 4 carefully including SIGNATURE section on page six (6). Applications will be processed on a first-come, first-serve basis. This agreement must be accompanied by payment for booth and registration fee(s) to confirm booth space. Incomplete applications will delay your booth selection.

Please contact **NADP** with any questions before submitting your application and fees.

SECTION 1a) EXHIBIT STAFF

Two (2) registrations are included with each booth space. Use page two (2) to register additional representatives at an additional fee per registrant. No exhibit staff allowed on exhibit floor without a registration

1 Exhibitor*

First Name _____ M. I. _____ Last Name _____

(*if *Exhibitor Contact* below is not completed, all information will be directed to #1 Exhibitor)

Name for Badge _____ Title _____

Company _____

Street _____ City / State / Zip Code _____

Phone _____ Ext. _____ Fax _____

E-mail _____ Company Web Site _____

2 Exhibitor

First Name _____ M. I. _____ Last Name _____

Name for Badge _____ Title _____

Company _____

Street _____ City / State / Zip Code _____

Phone _____ Ext. _____ Fax _____

E-mail _____ Company Web Site _____

Exhibit Contact*

First Name _____ M. I. _____ Last Name _____

(*if different from # 1 Exhibitor listed above)

Company _____

Street _____ City / State / Zip Code _____

Phone _____ Ext. _____ Fax _____

E-mail _____ Company Web Site _____



SECTION 1b) EXHIBIT STAFF ADDITIONAL REGISTRANTS

Name(s) of additional registrants for exhibit booth staff:

Registration - \$645 (before June 1) \$745 (June 1-July 22) \$845 (July 23-Sept. 17)

3 Exhibitor

First Name _____ M. I. _____ Last Name _____

Name for Badge _____ Title _____

Company _____

Street _____ City / State / Zip Code _____

Phone _____ Ext. _____ Fax _____

E-mail _____ Company Web Site _____

4 Exhibitor

First Name _____ M. I. _____ Last Name _____

Name for Badge _____ Title _____

Company _____

Street _____ City / State / Zip Code _____

Phone _____ Ext. _____ Fax _____

E-mail _____ Company Web Site _____

SECTION 2) EXHIBIT FEES & PAYMENT (please circle one)

NADP MEMBERS

NON-MEMBERS

Early Bird (By May 31) \$ 2,250 \$ 2,500

REGULAR (After May 31) \$ 2,500 \$ 3,000

Payment must accompany Application & Agreement or space will not be reserved.

Company Name _____

Exhibit Fee including two registrations Additional registrations _____ (how many)

TOTAL DUE \$ _____ (include Exhibit Fees and additional Registrants, if applicable.)

Check - Enclosed Check # _____ made payable to NADP. Includes

Credit Card: MasterCard VISA American Express Discover

Card Number _____ Expiration Date / (MM/YY) _____ / _____

Cardholder Name _____ Cardholder Signature _____

Credit Card Billing Address _____

Credit Card Billing City, State, and Zip _____

CANCELLATIONS: NADP will refund Exhibit Booth fee minus \$300 processing fee if cancellation of exhibition space is received on or before 7/16/10. *No refunds will be made on cancellations received after 7/16/10.*



Exhibit Booth includes the following:

- One 10'x10' booth space
- 8' back drape and 3' side drape
- One 6' draped table
- Two chairs and one wastebasket
- Identification sign (7" x 44")
- Two Full Registrations
- Fan Page Online in CONVERGE eCommunity
- Listing & link on NADP web site
- Pre & Post Conference Attendee listing
- Security Service for non-exhibit hours

NOTE: Exhibit Booth accessories, additional furniture, carpet, electricity, etc., **must** be handled directly with Exhibit General Contractor/Decorator. Computer equipment must be handled directly with CCR Events. Please refer to the Service Manual/Exhibit Kit for order forms and process. Internet access is available through the Sheraton Seattle.

SECTION 3) FAN PAGE LISTING Deadline: July 16, 2010

Please use this space or a separate sheet of paper to provide a description of products/services to be exhibited with a **maximum of 150** words for your description. NADP Logo Specifications are available from NADP via the web site at www.nadp.org. All 2010 exhibitors must submit a logo or approve a logo on file regardless of prior exhibit or sponsorship. ***NADP will not guarantee exhibitor's information as an Exhibitor Fan Page if exhibitor fails to submit information by July 16, 2010 deadline.***



NADP CONTRACT CONDITIONS RULES AND REGULATIONS August 1992 Amended February 2005

These Agreement Conditions/Rules and Regulations are part of **NADP's** CONVERGE 2010 Application & Agreement for Exhibit Space ("**Application**") and should be read carefully before signing the application for exhibit space. After completing the **Application** for exhibit space, please forward these Agreement Conditions/Rules and Regulations to the person(s) in charge of your exhibit.

1. Payment and Provision in Case of Default

If any exhibitor fails to pay, when due, any sum required by the **Application**, or if any exhibitor fails to perform any other term or condition of the agreement, or fails to observe and abide by these Agreement Conditions/Rules and Regulations and those outlined on the **Application**, **NADP** reserves the right to terminate this agreement immediately without refund of any monies previously paid.

2. Cancellation of Agreement for Exhibitor

Cancellation of exhibit must be directed in writing to the **NADP** office. If cancellation of exhibition space is received on or before 7/16/2010, the Exhibit Booth fee will be refunded minus a \$300 processing fee. **No refunds will be made on cancellations received by NADP after 7/16/2010.**

3. Nature of Exhibition

The **NADP** Annual Conference exhibits provides for a showcase of products and services either specifically designed for or customarily used in the dental benefits industry. **NADP** reserves the right to refuse rental of display space to any company whose display of goods or services is not, in the opinion of **NADP**, likely to be compatible with the general character and objectives of the conference.

4. Subletting of Exhibit and Prohibited Uses

Exhibitors are prohibited from assigning or subletting a booth or any part of the space allotted to them, nor shall they exhibit or permit to be exhibited in their space any merchandise or advertising materials which are not a part of their own regular products or which are not compatible with the character of the **NADP**. Only those products and/or services that meet the definitions of "dental benefits services or products," as set forth by **NADP**, may be displayed or promoted at the show.

5. Assignment of Space

Space will be assigned on a first-come/first-serve basis with due consideration to each exhibitor's utility requirements and all other matters relating to the successful conduct of the conference.

6. Setup Time

All times are tentative and subject to change. Exhibits can be set up on Monday, September 20, 2010 from 2-7 PM and/or Tuesday, September 21, 2010 8 am – 2 pm. Exhibits must be set and ready when the doors open for the **NADP** Exhibitor Opening on Tuesday, September 21, 2010 at 4 pm. *Exhibit setup is **not** allowed during exhibit hours.* Tear down hours are Wednesday, September 22, 2010 from 2-7 pm.

7. Conference Exhibit Hours

The **PRELIMINARY** Exhibit Hall schedule is as follows:

Monday, September 20, 2010

8 AM – 12 PM	General Contractor/Decorator Setup
2 – 7 PM	Exhibitor Set-Up

Tuesday, September 21, 2010

4 – 6:00 PM	Exhibit Hall & Opening Reception
6:00 PM	Exhibit Hall Closes



Wednesday, September 22, 2010

10 – 11:30 AM	Exhibits Hour
11:30 AM – 12:30 PM	Really Live Chat Luncheon With Exhibitors
1 – 7 PM	Exhibit Hall Tear Down and Move-Out
2 – 10 PM	General Contractor/Decorator Tear Down

8. Dismantling of Exhibits

The dismantling of exhibits is scheduled to begin when the exhibit floor closes at 1 PM on Wednesday, September 22, 2010. Exhibits must be removed or prepared for packing by 7 PM on Wednesday, September 22, 2010. **Exhibit tear down is not permitted during exhibit hours. Setup and tear down hours are subject to change, in which case all exhibitors will be notified via email and/or or in writing.** The Exhibit Company will pack materials left on site and move them to the shipping dock.

9. Insurance and Liability

Exhibitor hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify and save the Hotel, its owners, its operator, Sheraton Seattle Hotel, Starwood, Inc., Managing Agent, and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the Hotel and its employees or agents.

10. Security

Regardless of the provision of security by **NADP**, it is understood by the exhibitor that the nature of the facilities available, the presence or circulation of large numbers of people, the difficulty of effective supervision over and protection of large numbers of removable articles in many booths, and various other factors make it reasonable that each exhibitor shall assume the risk of any such injury, loss, or damage. The exhibitor, by signing the Agreement, thereby assumes such risk and expressly releases **NADP** and its members, officers, representatives, and employees from any and all claims for any such loss, damage, or injury.

If, in any case, said premises shall be destroyed by fire or the elements or by any cause, or in case government intervention or regulation, military activity, strikes, or any other circumstances make it impossible or inadvisable for **NADP** to hold the conference, then and thereupon the Agreement shall terminate and the exhibitor shall waive any claim for damages or compensation, except the pro rata return of amount paid, after deduction of actual expenses incurred in connection with the conference, and there shall be no further liability on the part of either party.

11. Use of Space--General

- A) All efforts to advertise, demonstrate, and operate the exhibit must be conducted so as not to trespass on the rights of other exhibitors or visitors.
- B) No exhibit will be permitted which interferes with the use of other exhibitors' spaces.

12. Hotel Suites and Meeting Rooms

Entertainment, meetings, plant tours, or similar activities held in hotel suites, meeting rooms, or other private or public facilities may not be scheduled so as to encourage conference attendees to be absent from the **NADP** conference and other official functions.

13. Official Service Contractor

A General Contractor/Decorator will provide exhibit setup services and is available to handle special needs. Additionally, **NADP** staff will be on site to assure exhibitors' needs are addressed.



14. Shipping and Temporary Storage

See General Contractor's Directory for specifics.

15. Exhibitor Information and Service Kit

General Contractor will mail each exhibitor a service kit approximately 45-60 days prior to show opening. Service kits will provide exhibitors with complete shipping instructions, production information, and other forms for all services needed during the exhibition's installation, show period, and removal. All items ordered by exhibitors will be invoiced to them directly.

16. Amendments

NADP reserves the right to interpret, amend, and enforce these Agreement Conditions/Rules and Regulations. Written notice of any amendments or interpretations shall be sent via e-mail or in writing to each exhibitor. Each exhibitor, for himself, his agents, and employees agrees to abide by all Agreement Conditions/Rules and Regulations set forth herein, or by any subsequent amendments or interpretations.

17. Enforcements

Any exhibitor not abiding by the Agreement Conditions/Rules and Regulations set forth herein or in subsequently issued amendments will lose part or all its company's priority status in future **NADP** exhibitions and may altogether lose the privilege of exhibiting. These Agreement Conditions/Rules and Regulations will be strictly and uniformly enforced.

SECTION 4) AGREEMENT CONDITIONS/RULES AND REGULATIONS

It is understood that by signing this application for exhibition that the company and its representatives are required to abide by all conditions as printed in the **NADP** Agreement Conditions/Rules and Regulations dated August 1992 and amended February 2005 and attached hereto.

Any exhibitor not abiding by the **NADP** Agreement Conditions/Rules and Regulations will lose PART or ALL of its company's priority status in future **NADP** Programs and Exhibitions and may be barred from exhibiting at **NADP's** discretion. The Agreement Conditions/Rules and Regulations will be strictly and uniformly enforced.

By signing this Application & Agreement you agree to abide by the Agreement Conditions/Rules and Regulations.

I hereby acknowledge that I have received the **NADP** Agreement Conditions/Rules and Regulations as amended, have the authority to bind my firm to this Agreement, and commit that our firm will abide by these Rules and Regulations. It is understood that these Agreement Conditions/Rules and Regulations are a part of this **Application** & Agreement.

Exhibitor Authorized Signature Title Date

Printed Name of Authorized Signature

Please return original copy with full payment to:
NADP 12700 Park Central Dr Ste 400 Dallas, TX 75251 fax 972.458.2258
For more info, please contact NADP at 972.458.6998.