

2020 FACD EARLY EXHIBITOR AGREEMENT

2020 FACD Annual Scientific Session & Trade Show • August 27 – 29, 2020 • Hyatt Regency Orlando

(Note: The pre-show contact will receive the exhibitor kit and other pre-show materials. The information completed in the second section will be listed in the conference information.)

Pre-Show Contact Person: _____ Title: _____

Company: _____

Address: _____
(address listing for onsite program)

City/State/Zip: _____

Phone/Fax/Email: _____

PLEASE COMPLETE THIS INFORMATION AS IT SHOULD APPEAR IN THE CONFERENCE INFORMATION:

Show Contact Person: _____ Title: _____

Address: _____

City/State/Zip: _____

Telephone: () _____ Fax: () _____

Email: _____ Website: _____

Description of Products/Services for Printed Program (25 words or less): _____

BOOTH LOCATION DESIRED: Floor Plan will be shared when available. Early application ensures discounted pricing and preferred booth selection.

BOOTH FEES: SPECIAL OFFER – SAVE \$200.00

Each exhibit booth purchased for the 2020 FACD Annual Scientific Session & Trade Show includes full registrations for two (2) onsite representatives.

_____ (Quantity) **Prime Booth(s) @ \$1,495** (Offer ends 11/01/19) = \$ _____
_____ (Quantity) **Regular Booth(s) @ \$1,395** (Offer ends 11/01/19) = \$ _____

GRAND TOTAL = \$ _____

PAYMENT TERMS:

Indicate your choice of payment and mail to: FACD, 400 Capital Circle SE, Suite 18270, Tallahassee, FL 32301. You may also email this application and credit card payment to meetings@flacosmeticedentistry.org. Call (850) 727-7764 with any questions or for additional information.

Check enclosed (payable to FACD) Check # _____ Check Amount \$ _____

Credit Card: Visa MasterCard American Express Charge Amount \$ _____

Credit Card Number _____ Sec. Code* _____ Exp. Date _____

*This is the 3 digit number that appears on the reverse side of your credit card. For Amex cards only, this is the 4 digit number on the front of your card.

Signature of Cardholder: _____ Print Name of Cardholder: _____

Billing Address & Zip Code: _____

CONTRACT AGREEMENT

I understand that this application becomes a contract when signed below and accepted by the FACD Exhibit Manager. I agree to abide by the conditions of this contract. Contract will not be accepted without a signature.

Signature of Authorized Representative: _____

Title: _____ Date: _____

For FACD Use ONLY:

Date Received: _____ Booth Number(s) Confirmed: _____

Sponsorship(s) Confirmed: _____

FACD TERMS OF EXHIBITOR / SPONSOR AGREEMENT

AGREEMENT

The following terms shall become binding upon acceptance of this agreement between the applicant and his/her employees and the Florida Academy of Cosmetic Dentistry (FACD), the meeting and exhibits host.

SPONSORSHIPS

Sponsorships will be assigned based on the date the contract is received with payment in full. All sponsorships must be paid in full to receive the benefits described in the sponsorship details. All sponsorships will be reserved on a first-come, first-served basis.

BOOTH ASSIGNMENTS

If you are a returning exhibitor, booth spaces will be assigned in a priority order based on the number of years the company has participated (since 2003), the number of booths held each year and the meeting sponsorship participation from the previous year. **Booth assignment using priority screening will begin on May 4, 2020.** Applications received after that date will be assigned in the order they are received. If 2020 will be the first year your company is exhibiting at the show, your application will be processed after May 4, 2020 in the order it is received.

SETUP

Thursday, August 27, 2020

2:00 p.m. – 6:00 p.m.

(NOTE: Extended hours for setup can be arranged if needed.)

SHOW HOURS

The Trade Show Hall will be open on Friday, August 28, 2020 from 8:00 a.m. - 5:00 p.m. and on Saturday, August 29, 2020 from 7:30 a.m. - 1:30 p.m. Most attendees will be in sessions during the day, but the following events are scheduled in the trade show hall to maximize exposure to exhibiting companies:

Friday, August 28, 2020

8:00 a.m. – 8:45 a.m.	Breakfast in Trade Show Hall
10:30 a.m. – 11:00 a.m.	Morning Break in Trade Show Hall
12:00 p.m. – 1:30 p.m.	Lunch in Trade Show Hall
3:00 p.m. – 3:30 p.m.	Afternoon Break in Trade Show Hall
9:00 p.m. – 11:00 p.m.	Themed Reception

Saturday, August 29, 2020

8:00 a.m. – 8:45 a.m.	Breakfast in Trade Show Hall
10:30 a.m. – 11:00 a.m.	Morning Break in Trade Show Hall
12:00 p.m. – 1:30 p.m.	Lunch in Trade Show Hall

BREAKDOWN

Saturday, August 29, 2020

2:00 p.m. – 5:00 p.m.

(NOTE: No early break-downs will be allowed. Companies that break-down early may be fined and will lose priority points.)

PUBLIC POLICY

Exhibitors are charged with knowledge of all ordinances and regulations pertaining to taxes, health prevention, customs and public safety while participating in this event. Compliance with such laws is mandatory for exhibitors and the responsibility of the exhibitor.

USE OF EXHIBIT SPACE

Exhibitors shall reflect their company's highest standards of professionalism while maintaining exhibit space during trade show hall hours. No exhibitor shall assign, sublet or share the space without the written permission of FACD. Exhibitors wishing to host social functions including but not limited to hospitality suites, receptions, customer functions or any type of competition must obtain approval from FACD to avoid conflict with official meeting functions. Contact Lisa Kamper, Executive Director at (850) 727-7764 or email lkemper@flacosmeticdentistry.org.

DAMAGE TO PROPERTY

Exhibitors are liable for any damage caused to the building, floors, walls, columns, or to standard exhibit equipment or to other exhibitor's property. Exhibitors must not apply paint, lacquer, adhesive or any other coating to building, columns, floors, or to standard exhibit equipment.

FOOD SERVICE

FACD reserves the right to provide food and beverage service in the trade show hall. Exhibitors are not allowed to provide any food or beverage service without prior approval and permission of FACD.

CANCELLATION

No cancellation shall be acknowledged unless received in writing by the FACD Tallahassee office. Should an exhibitor wish to cancel 60 days before the set-up date (6/27/20), a 50% refund will be given by FACD. Should a sponsor wish to cancel after receipt of signed agreement, a 50% refund will be given by FACD. **No refunds will be given for cancellations received within 30 days of the event.**

FIRE AND SAFETY REGULATIONS

All local regulations will be strictly enforced, and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets and fire exits must be left accessible and in full view at all times. All disposable materials and decorations must be flameproof and are subject to inspections.

LIABILITY AND INSURANCE

The hotel management and FACD will take all reasonable precautions to avoid the loss of exhibitor's property by theft or fire, but under no circumstances shall the hotel management or FACD be responsible for such losses. It is recommended that exhibitors cover their property with suitable insurance.

ELIGIBLE EXHIBITS

FACD reserves the right to determine the eligibility of any company or products for inclusion in the meeting. FACD also reserves the right to reject, evict or prohibit any exhibit in whole or in part, or any exhibitor, or his representatives, with or without giving cause.

NOISY AND OBNOXIOUS EQUIPMENT

The operation of whistles or any objectionable device will not be allowed. After the exhibit hall opens, noisy and unsightly work will not be permitted.

EXHIBITOR SALES TAX

Per Florida tax laws, this agreement prohibits the exhibitor from making or offering to make sales of taxable goods or services without obtaining an Annual Resale Certificate (Form DR-13) from the purchaser. For more information, contact the Florida Department of Revenue or visit www.myflorida.com/dor/taxes/trade_sut.