Gulf Coast Trauma Symposium

Exhibitor Contract & Application

Company Name _____

Representative _____

Mailing Address _____

City/State/Zip _____

Office Phone _____

Business email _____

Representative Email _____

Service or Product Description _____

_____

Sponsorship

☐ **Platinum Sponsors: $5,000**

- Prime location for the exhibit booth (Can pick location prior to conference)
- Larger exhibit table, draped tablecloth two chairs, waste basket.
- List of conference attendee
- Wi-Fi Access
- 2 Tickets to reception (4 drink tickets)

☐ **Gold Sponsors: $2,500**

- Exhibit table
- 6 x 3 exhibit table, draped tablecloth two chairs, waste basket.
- 2 tickets to reception (Cash Bar)
- WiFi Access
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Payment Information

Full payment must be received by March 20th. SAMSF accepts credit card, cash, and check as payment options. Checks should be made payable to the South Alabama Medical Science Foundation. If paying with credit card, please use the following link to purchase your registration package:
https://secure.touchnet.net/C21704_ustores/web/store_main.jsp?STOREID=77&SINGLESTORE=true

If paying with cash or check, please mail your payment to:

South Alabama Medical Science Foundation (SAMSF)
2451 University Hospital Drive, UH-Rm 212
Mobile, Alabama 36617
South Alabama Medical Science Foundation Tax ID #63-0819233

Cancellation Policy

Completed application and vendor agreement must be returned on or before February 22nd. Requests for refunds must be made in writing and received on or before 30 days prior to the educational activity. Cancellation and registration postmarked after the deadline date will not be eligible for refunds, and you will be responsible for paying the full amount owed for the registration. It is the vendors representation's responsible to insure the cancellation has been received. Cancellation request can be faxed to 251-471-7971

Registration Questions

Please contact Rebecca Scarbrough at rscarbrough@health.southalabama.edu or 251-471-7971.

1. Space will be leased for the duration of this activity and Exhibitor will be responsible for setting up their own booth and breaking down.
2. Fire laws will be strictly observed. Aisles and fire exits cannot be blocked by tables, cables, boxes or other items.
3. The South Alabama Medical Science Foundation (SAMSF), and the University of South Alabama (USA)and USA affiliates, cannot guarantee Exhibitors against loss or damage of any kind but will endeavor to protect the exhibitor area according to standard security protection.
4. Exhibitors agree to refrain from pasting, nailing, or otherwise attaching signs or other displayed materials to walls, doors, backdrops, floors, and carpets or other in any way that mars or defaces them. Any damages to the surfaces will be paid for by the Exhibitor.
5. Exhibits should not project beyond the space allocation nor obstruct the view of or interfere with other exhibits.
6. To avoid infringing on others, all interviews, demonstrations, distribution of literature, sales promotions, and other similar activities should be conducted at the Exhibitor's table.
7. Exhibitors producing noise or interference, which is not controlled, will be relocated to reduce such interference.
8. Exhibitors are responsible for removing exhibit materials at the end of the activity.
9. Exhibitors wishing to have materials shipped to the hotel should follow the following process.
    - Shipments should be delivered to the Hotel no more than three (3) business days prior to the program date commencement. Handling charges are assessed for incoming and outgoing packages by weight. Group may be required to retain a drayage company for excessive shipments. Please consult with your Catering/Convention Services Manager for pricing and receiving restrictions.
        - **ADDRESS PACKAGES:**
            - Guest Name
            - Convention or Group Name
            - c/o Golden Nugget Biloxi
            - 151 Beach Blvd.
            - Biloxi, Mississippi 39530
        - **INCLUDE:**
            - Guest Name
            - Group Name
            - Date of Event
    - Golden Nugget Biloxi Hotel & Casino reserves the right to refuse receipt of any package. Shipping/Receiving Department is open until 3:00pm Central Time, Monday – Friday. Packages Shipping instructions:
10. A Special written agreement must be made in advance if two or more companies/groups are to exhibit in a single space.
11. Other than education materials, direct sales invoking the exchange of funds in the exhibit area by any Exhibitor or their agent is prohibited.
12. SAMSF makes all space assignments without preconditions and reserves the right to rearrange the floor plan and to relocate any Exhibitor's space.
13. Infractions of these Terms, Conditions and Requirements on the part of the Exhibitors or representative may result in dismissal from the exhibit area.
14. Space is leased with the understanding that the activity coordinators and SAMSF, USA, and USA affiliates assume no liability whatsoever for damages resulting from any act of omission or commission in connection with the exhibition of products and services.
15. Exhibitor and its representative hereby release and agree to indemnify SAMSF, USA and USA affiliates from all liabilities for loss to any person or entity relative to this rental of tabletop space, ensuing from any cause whatsoever, except the intentional misconduct of SAMSF, USA, or USA affiliates.
16. No promotional activities before, during, or after shall be permitted in the same room as the educational activity.
17. Exhibitors are to refrain from entering the activity area; however, if you chose to participate in the activity, you need to remove name badges or articles that identify you with a commercial/non-commercial interest/organization.
18. The deadline for request for refund, must be written notice of cancellation thirty (30) days prior to the beginning of the Educational Activity. Any request for cancellation after the deadline (30 days prior to the activity) will not be eliable for a refund.
19. The deadline Payment shall be made in accordance with the Payment Information section located on page 1 of this form. All payment must be received by March 20th. If the full payment is not received by the deadline, then it will be considered a cancellation by you and you will be subject to the Cancellation Policy.
20. All **payment must be paid** by March 20th and mailed to:
    - South Alabama Medical Science Foundation (SAMSF)
    - 2451 University Hospital Drive, Suite 10-I
    - Mobile, Alabama 36617
    - South Alabama Medical Science Foundation Tax ID #63-0819233
21. Communication pertaining to this contract/exhibit can be directed to:
    - **Rebecca Scarbrough**
    - **251-471-7971 or rscarbrough@health.southalabama.edu**

My signature below attests that I have read the above and will abide by all Terms, Conditions, and Requirements in this agreement.

Exhibitor Representative Signature

Date

For Official Use Only