

Exhibitor Rules and Regulations

Purpose of Exhibit

The Exhibit Program is intended to serve as an integral part of the educational experience at Seminar 2009. Exhibitors should plan to provide Seminar 2009 registrants with useful information about products and services related to the practice of pharmacy in hospitals and other healthcare facilities.

Exhibit Specifications

The Exhibit Hall in the Town and Country Hotel has been reserved for Seminar 2009. The enclosed floor plan represents the tentative configuration of the booths in the hall. Booths will be 10' wide by 10' deep and will consist of 8' draped backdrops and 3' high draped side rails. A uniform one-line sign will be provided to each exhibitor. For aisle and corner booths, in the rear 3' of the booth, display materials may not exceed 8' in height from the building floor. For islands and other display formations, please contact CSHP for details. Sole judgment of CSHP reserves the right to make changes at any time in the location, size, display limits, etc., of any booth if it is in the best overall interest of the exhibit program.

Application & Fees

The reservation form must be properly completed and forwarded to the CSHP office.

Total Booth Fees
Corner: \$3,050
Aisle: \$2,700

Island Booths are available upon request.

Payment of 50% of exhibit booth fees is due upon submission of the reservation form. Submission of the application constitutes the applicant's consent to be bound by the provisions of the CSHP regulations concerning exhibits and cancellation refund guidelines.

Assignment of Space

Booth space will be allocated at the discretion of the Seminar 2009 Management Team with due regard for exhibitor preferences, and based upon the date on which the signed reservation form is received. Exhibitors who participated in last year's Seminar will be given a higher priority. The decision of the Management Team with respect to allocation of booth space will be final and binding upon all exhibitors.

Staffing of Exhibits

Qualified employees of the exhibitor must be able to explain or demonstrate the products or services on display must staff exhibits during all exhibit hours.

Each individual staffing an exhibitor's booth is required to register at the Exhibitor Registration Desk and must wear the furnished exhibitor name badge.

Exhibitor Registration Hours

Thursday, October 1
1:00 P.M. – 5:00 P.M.

Friday, October 2 & Saturday, October 3
7:30 A.M. – 11:00 A.M.

Exhibitor Badges

Each exhibiting company will be given four (4) complimentary badges for each 10' x 10' booth. Additional badges may be obtained for a fee of \$10.00 each. Individuals whose names have not been received in the CSHP office on or before September 25, 2009 will be considered "on-site" registrants and will be charged an additional \$10.00 for their name badges. A separate fee will be charged if exhibitors will be attending educational sessions or hospitality events at Seminar 2009.

Cancellation

Should the premises in which Seminar 2009 is to be held become unfit for occupancy or should Seminar 2009 be materially interfered with for any reason or act beyond the control of CSHP and the Management Team, the agreement for exhibitor space may be

terminated. In the event of such termination, the exhibitor expressly waives all liability of CSHP and the Seminar 2009 Management Team arising out of, or in any way related to, the cancellation. The exhibitor also releases CSHP and the Seminar 2009 Management Team from all claims for damages and agrees that CSHP shall have no obligation except to refund to the exhibitor a prorated share of the exhibit fee or deposit paid. An exhibitor intending to cancel participation in the Exhibit Program at Seminar 2009 must notify the California Society of Health-System Pharmacists in writing. Listed below is the refund schedule:

Written Cancellation Required

A non-refundable deposit of at least 50% will be due by July 1, 2009 with the remaining amount due by July 31, 2009.

Any booths contracted after July 1, 2009 will require 100% payment to secure.

If an exhibitor withdraws between September 1 and September 30, 2009 they will pay a cancellation fee of 100% of the full price of their booth(s).

Liability and Security Agreement

By accepting exhibit space, exhibitor agrees that neither the Seminar 2009 Management Team, the CSHP, nor their officers, directors, employees, members, agents, volunteers or service contractors will be liable to the contractors or agents for any loss, injury, death or damage of any kind arising out of or in any way related to Seminar 2009. By accepting exhibit space, exhibitor expressly releases the Seminar 2009 Management Team, the CSHP and their officers, directors, employees, members, agents, volunteers and service contractors from any and all claims for any such loss, injury, death or damage, including any and all claims for contribution and indemnification. The exhibitor further agrees to indemnify and hold harmless the Seminar 2009 Management Team, the CSHP and their officers, directors, employees, members, agents, volunteers and service contractors against all loss, including defense costs, settlements and judgments incurred by reason of any claim arising out of or related to exhibitor's operation of the exhibit or its occupation or use of any part of the Town and Country Hotel.

By accepting an assignment of exhibit space, each exhibitor agrees to insure, at the exhibitor's own expense, the exhibitor's own materials, goods, wares and exhibits against theft, damage, loss or injury of any kind. The Seminar 2009 Management Team and CSHP will provide 24-hour security guard service as follows:

From 12:00 P.M. on Thursday, October 1, 2009 through 5:00 P.M. on Saturday, October 3, 2009. However, by providing security guards, the Seminar 2009 Management Team, CSHP, nor their officers, directors, employees, members, agents, volunteers or service contractors agree to assume any responsibility for theft, damage, loss or injury of any kind to the materials, goods, wares or exhibits of any exhibitor. By accepting such exhibit space, each exhibitor agrees that the providing of such security guards in no way modifies the rights and obligations of the parties with respect to the waiver and release of liability and indemnification set forth in this liability and security agreement.

If CSHP, or the Town and Country Hotel shall be subject to any claim, demand, liability, lawsuit, judgment (whether or not final), award (whether or not final) of any type, for any damage or injury to person or property which arises directly or indirectly from the actions or failure to act of one or more exhibitors, their employees, agents, contractors, or persons on or about the premises with a badge of an exhibitor, such exhibitor or exhibitors shall jointly or severally reimburse and hold harmless the CSHP, and the Town and Country Hotel, against any liability resulting there from, including without limitation, attorney fees.

No person has authority to waive, modify or change, in any way, the provisions of this liability and security agreement by means of any oral representation. Any waiver, modification, or other change must be in writing, executed by Dawn Benton, Executive Vice President/CEO, of California Society of Health-System Pharmacists.

Union Regulations

Local, qualified personnel of the union having jurisdiction must do all work in connection with the installation of exhibits. The handling or setting out of merchandise to be displayed does not require union labor and may be done by the exhibitor. In addition, the installation or dismantling of the exhibit which does not require the use of hand tools, or more than one person, and can be accomplished within 30 minutes, may be performed by the owner or company representative.

Official Decorator & Drayage Contractor

The drayage contractor will furnish each exhibitor with an Exhibitor's Kit which includes prices on materials, drayage, electrical services, furniture rental, lead retrieval, labor electricity, etc. with a complete list of charges and exhibit information. Full payment must be received in order to receive a kit.

Exhibitor Service kits will be sent after September 1, 2009. Kits will be mailed to the person listed on the Contact for Exhibit Space as the Exhibit Contact.

Setup & Dismantling

Exhibitors are to allow sufficient time to finalize minor booth preparations and display literature and samples, etc., well before the exhibit hours.

Set-up Hours

Thursday, October 1
1:00 P.M. – 5:00 P.M.

Friday, October 2
8:00 A.M. – 10:00 A.M.

Dismantling or packing of exhibits may not begin earlier than 2:30 p.m., and exhibits must be dismantled and removed from the exhibit hall by 5:00 p.m., Saturday, October 3, 2009.

Exhibitor Service Desk

The official exhibit contractor will provide a service desk in the exhibit hall area at which exhibitors may verify, check and adjust their requirements for installation. This service will be available during the set-up period to cover all requirements and will be in operation throughout the entire exhibit hours and dismantle period.

General Restrictions

All exhibits must conform to the Exhibit Regulations. Exhibits which in the opinion of the Seminar 2009 Management Team, are found to be objectionable will be prohibited. Exhibitors agree to comply with all applicable federal, state and municipal statutes, ordinances, regulations, and requirements relating to health, fire, safety and use of the premises. Non-flammable materials must be used. Exhibitors may not use the CSHP logo, the CSHP name, nor in any manner associate any exhibit or any activity with CSHP during Seminar 2009 without express written consent of the Seminar 2009 Management Team.

Hotel Accommodations

Hotel reservations and accommodations will be the responsibility of the individual exhibitors. A special discount rate of \$168.00 per night, single/double occupancy (plus tax and resort fee) has been arranged for sleeping rooms at the Town and Country Hotel. Remember to mention you are attending CSHP's Seminar. Calling the hotel directly at (619) 297-6006 will allow you to make these reservations. The cutoff date for the group rates is Tuesday, September 10, 2009.

Please notify the CSHP office if you plan to secure any space at the hotel for the purpose of hospitality, focus groups or continuing education during Seminar 2009.

PLEASE MAKE A COPY FOR YOUR RECORDS