

SPONSOR & EXHIBIT SPACE CONTRACT

Please read Exhibitor Guidelines on all pages before completing this contract.
Please Type or Print and submit via email to samantha.roesler@mci-group.com.

SPONSOR PACKAGES

SEE SPONSORSHIP GUIDE FOR FULL PACKAGE DELIVERABLES:

Platinum Package \$25,000 \$ _____

Booth selection: 1. _____ 2. _____ 3. _____

Item/Event selection: _____

Gold Package: \$17,000 \$ _____

Booth selection: 1. _____ 2. _____ 3. _____

Item/Event selection: _____

Silver Package: \$12,000 \$ _____

Booth selection: 1. _____ 2. _____ 3. _____

Item/Event selection: _____

Bronze Package: \$6,500 \$ _____

Booth selection: 1. _____ 2. _____ 3. _____

A La Carte: _____ \$ _____

Booth Only Options:

10'x10' \$3,500 _____ \$ _____

10'x20' \$6,050 _____ \$ _____

Booth selection (make up to 3 selections) : 1. _____ 2. _____ 3. _____

TOTAL (USD): \$ _____

Company Name: _____

Event Contact: _____ Title: _____

Address: _____

City: _____ State/Province: _____

Country: _____ Postal Code: _____

Phone: _____ Fax: _____

Email Address: _____ Company Website: _____

Billing Information (Write "same" if invoicing contact is same as event contact)

Invoicing Contact: _____

Invoicing Address: _____

City: _____ State/Province: _____

Phone: _____ Email: _____

By supplying the above information, you agree that AACP may contact you as needed.

Payment Method (Choose One).

Check or ACH/Wire. Invoice us at the above address. Payment is due upon receipt of invoice.

Credit Card. Email a secure online Credit Card Authorization form to this Email address:

Upon invoicing per the Agreement billing terms, charge the Credit Card and Email us a receipt with the invoice.

I hereby acknowledge that I am authorized on behalf of Exhibitor to enter into this contract. By signing this Contract, Exhibitor agrees to the terms and conditions stated on all pages of this Contract, including the Exhibitor and Sponsor Guidelines which are attached hereto and incorporated by their entirety. Exhibitor also agrees to abide by any other directives or regulations issued prior to the event, including any conditions required by the Hyatt Regency Convention Center in Chicago, IL.

X Signature: _____ **Date:** _____

Print Name & Title _____

Please submit this form to:

Samantha Roesler | AACP Media & Event Sales | 410-316-9856 | samantha.roesler@mci-group.com



Parties

The American Association of Colleges of Pharmacy ("AACCP") through its agent and representative Network Media Partners, LLC dba MCI USA ("MCI USA") agrees to sell a sponsorship and/or lease exhibit space as described in this contract to the individual(s) or company named in this contract ("Exhibitor"). MCI USA is working on behalf of AACCP as an agent of and independent contractor to AACCP.

Payment, Cancellation and/or Reduction Schedule

Payments for sponsorships are due, in full, at the time of contracting. Exhibitor is liable for the full cost of the contracted amount upon signing this agreement. This contract is non-cancellable by Exhibitor from the moment signed and Exhibitor will be liable for the full agreement price and terms of said agreement. No refunds will be made. Terms are enforced regardless if Exhibitor does not attend the conference or the exhibit space is resold. Should the agreement be referred to a collection agency/attorney for any reason, Exhibitor is responsible to pay a 25% attorney fee plus costs associated with any and all collection efforts.

Payment Method

Payment must be in USD. Payment is accepted via check, credit card, Wire Transfer, or ACH.

Payment must be received at time of contract if signed after January 1, 2020.

Bank Name: PNC Bank
Bank Address: 11139 York Road
Hunt Valley, MD 21030
USA

Name on Account:
MCI USA
Address: 307 International Circle, Suite 190
Hunt Valley, Maryland 21030
USA

Tax ID #: 52-1773996
Swift number: PNCCUS33
Routing number: 054000030
Account number: 5500342464

Please e-mail notice of Wire/EFT transfer to ar@mci-group.com
Subject Line: 2020 AACP Annual Meeting Payment

Note: To ensure your payment is for the full invoice amount, Exhibitor is responsible for any wire or payment fees. Please gross up the transferred amount to cover any fee that will be deducted from the wire by your bank. (i.e. - amount of invoice is \$4,000 and wire/EFT fee is \$18.00 then the total amount of the wire/EFT should be \$4,018.)

Any and all applicable fees including but not limited to taxes, VAT, wire transfers etc., are the sole responsibility of Exhibitor.

Sales Contact:

Samantha Roesler, AACP Media & Event Sales
410-316-9856, samantha.roesler@mci-group.com

Exhibitor and Sponsor Guidelines

RULES AND REGULATIONS FOR EXHIBITING AND SPONSORING

Please read these guidelines and contract carefully. Upon the submission of your contract for sponsorship of Pharmacy Education 2018, the AACP Annual Meeting (hereafter referred to as the Annual Meeting) these Exhibitor and Sponsor Guidelines will be part of your contract with AACP concerning the purchase and use of space and sponsorship. Space is assigned based on receipt of a fully executed contract and the required payment. Exhibitor will not be permitted inside the exhibit to setup until full payment has been made.

AACP reserves the right to determine the eligibility of any exhibitor/sponsor and reject any contract accordingly. AACP reserves sole control over admission policies. AACP reserves the right to make such changes in the time, schedule or in the general plan of the event as may be deemed by AACP to be in the best interests of exhibitors/sponsors and the event generally. All matters and questions not covered by these contract terms are subject to the decision of AACP.

The goal of the AACP Annual Meeting Exhibition Hall is to complement the meetings and seminars by providing registrants with the various types of products, services and useful information available to them in the field of pharmacy education.

Exhibitors are expected to display their products and/or discuss their services with appreciation of the professional needs of meeting attendees in enhancing their roles as teachers, scientists, administrators and practitioners.

It is acceptable for exhibitors to display company or product information or demonstrate equipment and services and AACP encourages exhibitors to utilize scientists, industry experts as well as company or professional representatives during the exhibit.

Publishers may also use the exhibition as an opportunity to recruit authors and reviewers. However, displays promoting the sale of drugs or related products are prohibited.

HOTEL ACCOMMODATIONS AND EXHIBITOR BADGE REGISTRATION

Information will be shared with Exhibitor after its contract is received.

EXHIBITION REGULATIONS

Exhibit Booth Equipment: Standard booth background and side rails decorated with fireproof drapery are provided without charge. Booth backgrounds are 8 feet high and side dividers are 3 feet in height. One 7-inch x 44-inch exhibitor identification sign will also be provided for each 10-foot x 10-foot booth. Booth draping colors are black and white; the exhibit hall aisles are carpeted, but booth space is not carpeted; therefore, customized booth carpeting must be brought in or ordered.

All materials used in the exhibit area must be flameproof and fire resistant and conform with local fire ordinances and be in accordance with regulations established by the the Hyatt Regency Convention Center in Chicago, IL. No combustible, volatile or flammable materials or decorations, such as crepe paper, tissue paper, cardboard, corrugated paper shall be used at any time. All packing containers, excelsior and wrapping paper are to be removed from the floor and must not be stored under tables or behind displays.

Installation: Exhibitor move-in dates and times will be provided. It is expected that Exhibitor will be moved into its exhibit space prior to the opening of the space. Any space where installation has not been completed may be installed by the official decorator at the Exhibitor's expense or may be removed from the space at the sole and exclusive discretion of AACP. If removed, the space can be resold or reassigned by AACP without obligation on the part of AACP for any reason whatsoever.

Staffing of Exhibition Booths: Only registered and qualified personnel directly affiliated with the exhibitor will be permitted on the exhibit floor to discuss the products or services on display and shall be present to staff booths during all exhibit hours.

Dismantling of Exhibition Booths: No packing of equipment or materials will be permitted until the exhibition area has closed. Exhibitor must remove materials they want to keep immediately before stands are dismantled and vacate the premises immediately. Materials left at stand after break down hours will be considered as waste and removed by the decorator.

Floors: Exhibitors are responsible for marks left on floor of the venue.

Booth Activities: Any activity within the exhibits, including without limitation, distribution (for free or otherwise) of any literature, product or any other item must conform to the educational and professional nature and character of the AACP Annual Meeting. AACP reserves the sole right to prohibit and require immediate cessation of any activity or distribution which does not conform to the nature of the educational nature of the AACP Annual Meeting. AACP will provide advance approval of activities and items upon request of an exhibitor.

Canvassing or distributing advertising matter outside the exhibitor's assigned space is not permitted. Solicitation of business and actual sales activities must be conducted in accordance with local laws and the exhibitor assumes full responsibility for any tax requirements. AACP reserves the right to prohibit and require immediate cessation of any activity which does not conform with the stated purpose of the meeting and exhibit or violates any regulation contained herein. This restriction applies to exhibitor materials, conduct and dress, booth personnel, printed matter or anything AACP deems objectionable to the to the exhibit or Annual Meeting program as a whole. Exhibitor will comply with all applicable statutes, ordinances, regulations, rules and requirements relating to health, fire, safety, and the American with Disabilities act during use of the premises.

Photography/Videotaping: Activities involving photography or videotaping (including camera enabled cell phones), within an exhibitor's stand must be approved by AACP. Photography (including camera enabled cell phones), videotaping or examining another exhibitors equipment or display, or in any areas of the event without permission is prohibited.

Subletting of Space: Subletting of space is not permitted. Two or more companies may not exhibit in a single space. No Exhibitor may assign, sublet or apportion its space to or with another business entity or individual. No Exhibitor may show or demonstrate products or services other than those manufactured or handled in the normal course of its business. Should any item from a non-exhibiting entity be required for operation of a display, identification of such item shall be limited to regular name plate or trademark under which same is sold in the general course of business. Sharing space with individuals or companies not officially represented by the contracting Exhibitor is strictly prohibited, and may result in eviction. In fairness to other exhibitors, each company must have their own stand space. AACP will make every effort to assign stand space to companies that wish to be located together or near each other within the guidelines for space assignments. Exhibitor may display another company's product if they are a reseller/distributor for the product, but may not have a representative of that company in their exhibit area.

Solicitation: Non-exhibitors or representatives of non-exhibiting companies may not canvass or solicit business in any part of the exhibition hall, convention center or congress hotel.

Age Restrictions: For safety and liability reasons, children under the age of 18 are not permitted in the exhibition area at any time. Persons under the legal drinking age are not permitted to consume alcoholic beverages during event receptions or any other AACP function.

AACP Private Social Function policy: Hosted parties or meetings held by any company/Exhibitor/entity that invites AACP attendees are not permitted to occur during any official AACP activity. AACP reserves the right to postpone or delay any function conflicting with AACP functions.

Meeting Space Request: Exhibitors requiring meeting space for corporate meetings or special functions must first request approval from AACP. Space will not be released for functions that will conflict with any official AACP activity.

Food Products: Food products or beverages to be distributed in any Exhibitor's area must be ordered from the official inhouse catering company at the host hotel. All food product requests must be approved by AACP in advance. Serving or distribution of alcoholic beverages by Exhibitor or its representatives within the Exposition is forbidden.

Exhibitor and Sponsor Guidelines (continued)

INTERPRETATIONS OF REGULATIONS

AACP has the sole and exclusive right to make such changes, amendments and additions to these Exhibitor and Sponsor Guidelines as it deems necessary for the proper conduct of the Exhibitor and thereupon, the Exhibitor and Sponsor Guidelines, as amended, shall govern the actions of all exhibitors/sponsors. Interpretation of the Exhibitor and Sponsor Guidelines and operational rules shall rest solely with AACP and the decisions of AACP shall be final. AACP, within its sole discretion, may require Exhibitor to make such alterations to its displays or any other materials, demonstrations or other communications provided by the Exhibitor as it deems necessary to the proper conduct of the exhibits and the event generally. This may include, without limitation, requiring Exhibitor to eliminate or modify any display, materials or communications that AACP may deem inappropriate or contrary to the best interests of AACP or the event attendees, including but not limited to information about competing standards and certifications. Any modifications or alterations required herein will be at the sole expense of Exhibitor. Failure to comply may result in Exhibitor's immediate expulsion from the conference.

Residual Rights: All legal and equitable rights that are not expressly granted to an exhibit under this agreement, and specific exhibit rules are reserved by AACP in their entirety.

Termination Of Meeting And Exhibit: Should the premises in which the AACP Annual Meeting or Exhibition hall will be held becomes unfit for occupancy, as determined either by AACP, the venue management, or any governmental agency, or should the meeting and exhibit be materially interfered with by reason of acts of nature, strike, picketing, boycott, embargo, injunction, war, riot, emergency declared by a governmental agency, or any other act beyond the control of the AACP, the contract for exhibit space may be terminated. AACP will not incur any liability for damages sustained by Exhibitor as a result of such termination.

In the event of termination, Exhibitor expressly agrees that AACP shall not be liable for damages as a result of such termination and agrees that AACP shall have no obligations except to refund to Exhibitor the exhibit fees (prorated as appropriate) received, after deducting for costs and expenses in connection with such exhibit, including a reasonable reserve for claims.

Liability and Security: Exhibitor must make provisions for safeguarding goods, materials, equipment, and displays at all times. Exhibitors should not leave any valuables in its exhibit space unattended. Neither AACP, MCI USA, the general contractor, the host hotel nor the security service will be responsible for loss of any material or for any cause. Exhibitor assumes the sole and exclusive responsibility for all liability, losses, claims, suits and demands whatsoever related to, or on account of, any injury or death, or damage to property (including the exhibition area), however occurring, related to or arising from the acts of Exhibitor, his or her employees, agents licensees or contractors. Exhibitor agrees to indemnify and hold harmless AACP, MCI USA, the general contractor, and the host hotel from and against any and all liability, losses, claims, suits and demands which may arise from or be asserted in connection with the foregoing undertakings, activities, and responsibilities of Exhibitor.

Indemnification and Exhibitor/Sponsor

Responsibilities: Exhibitors assume the entire, sole and exclusive responsibility for their activities related to exhibits and hereby agree to hold harmless, protect, indemnify, defend and save AACP, MCI USA, the general contractor, and the host hotel, their employees and agents from all suits, claims losses, and damages of any kind to persons or property, government charges, fines or attorney fees arising out of or caused by exhibitor activities, including but not limited to, installation, removal, maintenance, occupancy, use of the exhibit premises or a part thereof, excluding any such liability caused by the sole negligence of the host hotel or its agents. AACP, MCI USA, the general contractor, and the host hotel or its agents assume no responsibility for any loss to an Exhibitor, including but not limited to, bodily harm, loss of or damage to products, stands, equipment or decorations due to fire, water accident, theft, or any cause while they are on the premises or in any of its outbuildings.

Severability: The invalidity or unenforceability of any one or more of the provisions hereof shall not affect the validity and enforceability of the other provisions hereof.

Governing Law and Jurisdiction: Jurisdiction for any action, claim or proceeding arising out of this Agreement shall be limited to the State of Maryland and this Agreement shall be governed by and construed in accordance with Maryland law, without regard to its conflict of laws provisions.

Fire and Safety Regulations: All fabric, carpet, and plastic exhibition material must be fire retardant. Oil cloth, tarpaper, nylon, certain plastic or other materials that cannot be made flame retardant are prohibited. No open flames are permitted without a fire department permit. AACP reserve the sole and exclusive right to alter the exhibition hall layout as it deems necessary to comply with local and building fire regulations.

EXHIBITOR SERVICES

Exhibit Decorator: The exhibit contractor is Paramount Convention Services, Inc., Contact: Katie Shashack 5015 Fyler Avenue St. Louis, MO 63139 Phone: 800-883-6578 Fax: 314-621-6416 Contact: Katie Shashack email: katie@paramountcs.com. An exhibitor kit will be mailed to each exhibitor. The exhibitor kit will contain information on drayage, furniture rental, plant rental, labor, etc., with a complete list of charges and support services.

Union Jurisdiction and Guidelines: Union jurisdiction information for Decorators Union, Teamster Union, Freight Handling and Exhibition Booth Cleaning jurisdictions, if and where applicable, will be available in the post-sale communication email.