



## EXHIBIT INFORMATION

### EXHIBITS LOCATION

The exhibit hall is located in Salons I – II immediately adjacent to the Scientific Sessions located in Salons III-IV.

### TABLE TOP DISPLAY

**\$4,000** Each display includes:

- ✓ One 6' x 30" skirted table and two chairs in the Exhibit Hall
- ✓ Recognition of your support in the program, transition slides, and the NESPS newsletter
- ✓ Three complimentary exhibitor badge registrations. All registered representatives are invited to attend scientific sessions.
- ✓ Two complimentary tickets to the Presidents Reception and Dinner.

### EXHIBIT HOURS\*

Friday, September 8                      7:00 am – 6:30 pm\*\*  
Saturday, September 9                 7:00 am – 3:30 pm

*\*Times are subject to change based on 2017 programming.*

*\*\*Welcome Reception in the exhibit hall*

### FOOD FUNCTIONS IN EXHIBIT AREA

Continental Breakfast, as well as coffee breaks will be served in the exhibit area daily. The Friday evening Welcome Reception will also take place in the exhibit hall.

### EXHIBITION FEES AND PAYMENT

A 50% deposit of the contracted space should be forwarded with the Application for Exhibit Space. The balance must be paid by June 10, 2017. Checks should be made payable to the Northeastern Society of Plastic Surgeons and mailed to:

NESPS  
500 Cummings Center, Suite 4400  
Beverly, MA 01915

### REFUNDS AND CANCELLATIONS

Cancellations received in writing by June 10, 2017 will be subject to a 25% administrative fee. There will be no refunds for cancellations received after June 10, 2017.

### INSTALLATION OF EXHIBITS

The exhibit area will be available for set-up from 3:00 pm – 6:00 pm on Thursday, September 7, 2017. All exhibits must be set by 6:00 pm on Thursday, September 7, 2017, without exception. Assembly of exhibits during regularly scheduled exhibit hours will not be permitted.

### DISMANTLING OF EXHIBITS

All exhibits must remain intact until the official closing time of 3:30 pm on Saturday, September 9, 2017, and may not be dismantled or removed, in whole or in part, before that time. After the close of exhibits, all materials must be removed no later than 6:00 pm on Saturday, September 9, 2017.

### SPACE ASSIGNMENT

Exhibit assignments will be made on a space available basis. Exhibitors wishing to avoid assignment of space adjacent to a particular company should indicate this on their application. Careful consideration will be given to such requests. The Northeastern Society of Plastic Surgeons reserves the right to alter the exhibit floor plan at any time.

## **SERVICE KIT**

The Service Kit will be available online approximately 3 months before the meeting. You will be notified when it is available. It will include:

- Shipping instructions
- Electrical Order Form
- Updated Exhibitor Information
- Any other needs you may have to prepare for the meeting

## **HOTEL ACCOMMODATIONS**

Rooms are reserved at the Newport Marriott Hotel, Newport, RI. The online reservation link will be available in the online service kit in late June 2017. All reservations should be received by the Hotel no later than Thursday, August 17, 2017 at 5:00PM (EST).

## **EXHIBIT PERSONNEL**

All exhibit personnel must be registered. Each person will be issued an exhibitor badge and must be employed by the Exhibitor or have a direct business affiliation. Each company is allotted three (3) badges per exhibit space purchased. Additional badges are available for \$100 per badge. An exhibitors badge does allow the exhibitor access to the scientific sessions.

## **INFRINGEMENT**

Interviews, demonstrations and the distribution of literature or samples must be made within the area assigned to the exhibitor. Canvassing or distribution of advertising matter outside the exhibitor's own space will not be permitted.

## **CONDUCTING EXHIBITS**

Drawings, raffles, and quiz-type contests will not be permitted. Electrical or other mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Character of the exhibits is subject to approval of the Society. The right is reserved to refuse applications of concern not meeting standards required or expected, as well as the right to curtail exhibits or parts of exhibits that reflect against the character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of persons, etc.

## **SOCIAL PROGRAM**

All exhibitors are welcome to attend the Friday evening Welcome Reception in the Exhibit Hall as well as the President's Reception and Dinner on Saturday evening. Exhibitors will receive two (2) complimentary tickets to the Presidents Reception and Dinner with each exhibit space purchased. Additional tickets are available for purchase onsite. Ticket prices are to be determined.

## **SPECIAL NEEDS**



If you require special accommodations in order to fully participate in the meeting, please contact the Northeastern Society of Plastic Surgeons administrative office.

## **FIRE PROTECTION**

All materials used in the exhibit area must be flameproof and fire-resistant in order to conform to the local fire ordinances and in accordance with regulations established by the local fire department. Crepe paper or corrugated paper, flameproof or otherwise, will not be permitted. Excelsior or other paper is not to be used in crating merchandise. Display racks, signs, spotlights and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau. Any exhibits or parts thereof found not to be fire-proof may be dismantled. All aisles and exhibits must be kept clear at all times, and fire stations and fire extinguisher equipment are not to be covered or obstructed.

## **SECURITY**

Security will be furnished by Management when the exhibits are closed. The safekeeping of the exhibitor's property shall remain the responsibility of the exhibitor. It is suggested that companies secure valuable equipment when exhibit hall is closed.

## **PROTECTION OF THE BUILDING**

Exhibitors will be held liable for any damage caused to the convention center property. No material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts or portions of the buildings or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the exhibitor.

## **HAZARDOUS WASTE**

Exhibitor assumes responsibility and any liability for removal or disposal of any material considered to be hazardous waste material. Exhibitor also agrees to conform to any local ordinances and regulations concerning the disposal of any and all hazardous waste.

Any and all costs incurred in the removal of hazardous waste from the exhibit facility will be the sole responsibility of the exhibitor.

## **INDEMNIFICATION**

Each party agrees to indemnify, defend and hold harmless the other party and each of its directors, officers, employees operator and agents (collectively, the "Indemnitees" and individually, an "Indemnatee") from and against all liabilities, losses, claims, demands, damages, costs and expenses (including but not limited to reasonable legal fees and disbursements) suffered or incurred by an Indemnatee and arising as a direct result of any claim proceeding, civil, criminal or administrative action, inquiry, suit, or legal action instituted against an Indemnatee in respect of the Event and arising as a direct result of the negligence, fraud or willful misconduct of the party or any of its directors, officers, employees, operator and agents. Such indemnity shall not apply to the extent that an Indemnatee is claiming indemnity for its own negligence, fraud or willful misconduct.

The forgoing is not intended to modify any rights or obligations of the parties as set in the applicable innkeepers' legislation.

To the fullest extent permitted by law, the Exhibitor agrees to protect, indemnify, defend and hold harmless the NESPS, the Hotel, and the Hotels Owner, and their respective owners, managers, partners, subsidiaries, affiliates, officers, directors, employees and agents (collectively, "the NESPS and Hotel Indemnified Parties"), from and against any and all claims, losses or damages to persons or property, governmental charges or fines, penalties, and costs ( including reasonable attorney's fees) (collectively, "claims"), arising out of or relating to the event that is the subject of this Agreement to the extent such claims are caused by the negligence, gross negligence or intentional misconduct of the Exhibitor, its employees, agents, contractors, attendees; provided, however, that nothing in this indemnification shall require the Exhibitors to Indemnify the NESPS and Hotel Indemnified Parties for that portion of any Claim arising out of the negligence, gross negligence or intentional misconduct of the NESPS and Hotel Indemnified Parties.

To the fullest extent permitted by law, NESPS and the Hotel agrees to protect, indemnify and hold harmless the Exhibitor, it's owners, managers, partners, subsidiaries, affiliates, officers, directors, employees and gents (collectively, the "Exhibitors Indemnified Parties"), from and against any and all Claims arising out of or relating to the Event that is the subject of this Agreement to the extent such Claims are caused by the negligence, gross negligence or intentional misconduct of the NESPS and the Hotel; Provided, however, that nothing in this indemnification shall require NESPS and/or the Hotel to indemnify any of the Exhibitors Indemnified Parties for that portion of any Claim arising out of the negligence, gross negligence or intentional misconduct of the Exhibitors Indemnified Parties.

The Party found to be at fault or responsible for any Claim will be required to indemnify the other party as provided in this section. To the fullest extent permitted by law, the parties agree that a comparative negligence standard will apply to any Claims and each party will be responsible for paying for the portion of the total Claims attributable to its fault. In the event of any Claim, expenses will be allocated proportionately based upon the amount paid by each party.

## **INSURANCE**

Exhibitor, Northeastern Society of Plastic Surgeons and the Hotel agree to obtain and maintain throughout the term of the Event, insurance of such types and in such amounts as a reasonably prudent company in their respective industries would obtain and, upon request, each agrees to provide the other with evidence of such insurance