

Exhibitor Application & Agreement

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Exhibitors must also sign and return the Rules and Regulations Acknowledgment on page 7

Exhibitors must be confirmed by October 31, 2016 to be included in the Official Meeting Program and Exhibit Guide.

Fax application to: 240-404-6797 or email to meetings@nutrition.org

Company Name _____
Contact Name _____
Address _____
City _____ State _____ Zip _____ Country _____
Telephone _____ Fax _____
Contact E-mail _____
Company Website _____

Exhibit Fees

Checks must be payable in US dollars to the American Society for Nutrition.

- ☐ **Commercial Companies, \$1,500**
- ☐ **Publishers, \$1,000**
- ☐ **Non-Profit/Government, \$500**

Exhibitors are supplied a six foot draped table, two chairs and two exhibitor badges. You also will receive a company/product listing in the Official Exhibit Guide.

Exhibit Booth Number:

Every effort will be made to accommodate booth preferences.

- ☐ **1st Choice**
- ☐ **2nd Choice**
- ☐ **3rd Choice**

● Select booth number in green dot on exhibit map on previous page.

Please submit your application along with **full payment in US Dollars drawn on a US Bank**. Your signature indicates that you agree to abide by all the requirements, restrictions and obligations set forth on this application, and any other rules and directives which at any time may be issued by ASN.

I hereby authorize ASN to reserve space for our use in the exhibit at ACCN16.

SIGNATURE

- ☐ Check for full payment is enclosed

Applications accompanied by credit card payment may be faxed to 240-404-6797 or emailed to meetings@nutrition.org.

Mail applications to:
Advances and Controversies in Clinical Nutrition
American Society for Nutrition
9211 Corporate Blvd, #300
Rockville, MD 20850

Per ACCME's Standards for Commercial Support, it is prohibited to include company logos and product listings of any commercial interests in educational materials and disclosure of commercial support. A commercial interest is defined as any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients.

- ☐ Pay the full amount as indicated above by credit card.
- ☐ VISA or ☐ MasterCard Exp. Date ____/____ Security Code _____

Card Number _____

Name on Credit Card _____

Cardholder's Signature _____

Badge Pick-up

Once full payment is received you will receive a registration form for up to two representatives. Badge pick-up will occur during exhibitor registration. No person will be admitted to the Exhibition area without a badge.

Installation of Exhibits

All exhibits must be installed by 12:00 pm on Thursday, December 8.

Dismantling of Exhibits

Exhibits are to be dismantled on Saturday, December 9 between 4:00 and 6:30 pm.

Staffing of Exhibits

Exhibits must be operational during listed exhibit times and staffed during all breaks.

Assignment of Exhibit Space

- Space assignment will be based on a first-come, first-served basis.
- ASN reserves the right to make any revisions, if necessary, to the floor plan as well as to relocate space assigned to the exhibitor. Relocations will be made only if deemed necessary in the exhibitor's best interest and upon notification to the exhibitor by ASN.
- Exhibiting companies will receive e-mail confirmation with booth assignment.

Booth Operations

Products or services to be exhibited are to be of a professional or educational interest or benefit to the registrants, or in the opinion of the American Society for Nutrition, are directly related to nutrition. Exhibitors should not operate in a way that violates the rights of another exhibitor. Exhibitors may not obstruct the view or interfere with the traffic of other exhibitors. General promotion, demonstration and distribution of literature/samples must take place inside your assigned booth. Exhibit areas should be kept clean and in good order. No part of any exhibit, or related signs, shall be posted, nailed, or otherwise attached to columns, walls, floors, or other parts of the building or its furniture, in any way to deface them. The exhibitor is liable for damage from failure to observe these rules.

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Industry Guidelines

In recent years, much attention has been given to the relationships between the pharmaceutical and medical device/equipment industry and health care professionals. Gifts, individual relations, and professional education have been topics at the forefront of discussion. ASN reminds all exhibitors of their responsibility to be aware of and abide by all applicable association codes including but not limited to, those listed below:

Accreditation Council for Continuing Medical Education, Standards for Commercial Support

Advanced Medical Technology Association (AdvaMed)

Code of Ethics for Interactions with Health Care Professionals

American Medical Association Opinion 8.06

Gifts to Physicians from Industry

Compliance Program Guidance for Pharmaceutical Manufacturers

Pharmaceutical Research and Manufacturers of America (PhRMA)

Code of Interaction with Healthcare Professionals

American Nurses Credentialing Center

Centers for Medicaid and Medicare Services (CMS) – Open Payments (the Sunshine Act)

Distribution of Product:

FDA Regulations

Exhibitors must abide by all applicable Food and Drug Administration (FDA) regulations. This information may be obtained from the FDA at this website: www.fda.gov/cder/ddmac/.

Exhibitors are reminded that the FDA generally prohibits the advertising or other promotion of investigational or unapproved drugs and devices. The FDA also forbids the promotion of approved drugs or devices for unapproved uses. All products that have not been FDA approved for a particular use in humans or that are not commercially available in the United States will be permitted to be exhibited only when accompanied by appropriate signage indicating the device's clearing status. The signs must be easily visible and placed near the products themselves and on any graphics depicting the product. The exhibitor shall have available at the booth a letter from the FDA, which describes the allowable use status of the product(s). Exhibitors are cautioned about the FDA's prohibition on promoting cleared-for-marketing devices for unapproved uses. Requests for information and guidance should be directed to the FDA.

Selling of Products or Services

Exhibitors may display products that they have manufactured. Exhibitors may not accept cash, checks or credit cards for merchandise in the exhibition hall; however, orders may be taken. Exhibitors electing to take orders must do so in a manner consistent with the professional nature of the exhibit.

Giveaways, Contests, and Raffle Drawings

Giveaways, contests and raffles will be permitted only upon approval by ASN. Giveaways must be conducted in accordance with the AMA Ethical Guidelines on Gifts to Physicians. Giveaways should be associated with products or services of the exhibiting company. Contests, drawings and raffles cannot be more than \$100 in value. A form will be included in the online Exhibitor Service Kit to facilitate requests for giveaways.

Sound Restrictions

No equipment or voice-reproducing machines can be operated in such a manner as to cause a disturbance to other exhibitors. Earphones should be provided, or such devices should be enclosed in a special soundproof booth. ASN/Tufts University School of Medicine reserves the right to determine when sound is interfering with another exhibit and must be discontinued.

Third-Party Representatives

Any agency representing a technical or professional exhibitor must submit their client's name, contact information, address, telephone & fax numbers, signature and title with application.

Use of the ASN and/or Tufts University Name, Insignia, Logo or Acronym

ASN and Tufts University's School of Medicine's name, insignia, logo and acronym are proprietary marks and may not be used in signs, advertising, or promotions in any media or product literature either inside or outside of the exhibit area unless prior written approval has been received from the conference organizers.

Liability

Exhibitors must make provisions for safeguarding their display and property at all times. Conference organizers and the Rosen Shingle Creek will not be responsible for the loss of any material by any cause. The exhibitor is responsible for all liability, losses, claims, and damages relating to any injury, death, or damage to property (including the Exhibition Hall), however occurring, arising from the acts of the exhibitor, his or her employees, agents, licensees, or contractors. The exhibitor agrees to indemnify and hold harmless ASN, Tufts University and the Rosen Shingle Creek from and against any and all liability, losses, claims, and damages that may arise from or be asserted in connection with the foregoing undertaking and responsibilities of the exhibitor.

Space Cancellations

Cancellations must be in writing. Send notification to Gwen Twillman (gtwillman@nutrition.org). Cancellation of space on or before October 12, 2016 will result in a charge equal to 50% of the total cost of the space assigned. Cancellation of space on or after October 13, 2016 will not be refunded.

Cancellation of Conference

Upon execution of the exhibitor application, it is mutually agreed that in the event of cancellation of the meeting due to fire, strikes, governmental regulations, or causes that would prevent its scheduled opening or continuance, then and thereupon this agreement will be terminated and ASN shall determine an equitable basis for the refund of such portion of the exhibit fees as is possible, after due consideration of expenditures and previous commitments.

Terms and Conditions

As a condition for exhibiting, each exhibitor shall agree to observe all stated policies in this prospectus. ASN and Tufts University reserve the right to refuse exhibit space to any applicant at its sole discretion.

We acknowledge and agree to the hold harmless provisions set forth in this letter.

Company _____

Representative's Signature _____

Print Name _____

Date _____

Telephone Number _____

E-Mail _____

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