



Friends for Life® Falls Church 2017



October 6-8, 2017 Fairview Park Marriott Falls Church, Virginia

Application and Contract for Exhibition Space

Exhibitor Information

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Contact Person/Title _____

Exhibit Table Information: Tabletop spaces are for the draped table only, and an exhibitor may only reserve one table. Exhibitors may have a display board set up behind the table, and it can only extend the width of your workspace (i.e., it cannot be wider than 6' for one table. The cost of exhibitor space is \$250.

Please note that tables will be assigned to event sponsors first. The remaining tables will be assigned on a first-come first-served basis. Tables may not be shared or sublet. Children with Diabetes reserves the right to refuse a table to any person or company for any reason or for no reason.

Exhibitor Responsibility

The exhibitor assumes all responsibility for any and all loss, theft, or damage to exhibitor's displays, equipment and other property while on the conference venue premises, and hereby waives any claim or demand it may have against Children with Diabetes and its respective parents, subsidiaries and other related or affiliated companies ("Affiliates") arising from such loss, theft, or damage. In addition, the exhibitor agrees to defend, indemnify and hold harmless Children with Diabetes and its Affiliates from and against any liabilities, obligations, claims, damages, suits, costs and expenses, including without limitation, attorneys' fees and costs, arising from or in connection with the exhibitor's occupancy and use of the exhibition premises or any part thereof or any negligent act, error or omission of the exhibitor or its employees, subcontractors or agents.

Exhibit Hours

Set-up: Friday, October 6, 2017, 4:00 p.m.
Exhibit Hours: Friday, October 6, 2017 7:00 p.m. – 9:00 p.m.
Saturday, October 7, 2017 8:00 a.m. – 4:00 p.m.

Payment

Full payment is due when requesting the exhibit space. No refunds will be offered for cancellations.

_____ Check (payable to Children with Diabetes)

_____ Credit Card (AMEX, Visa or MasterCard)

Account Number: _____

Security Code: _____ Expiration Date: _____

Name as it appears on the card: _____

Billing address (for company credit card): _____

Signature requesting space: _____

Send the application and payment to: Laura Billetdeaux
Vice President, Education and Programs
Children with Diabetes
18378 Herman Road
Manchester, MI 48158

Friends for Life Children with Diabetes Conference Rules and Regulations

Blood Samples: Only licensed individuals, including phlebotomists and technicians, are permitted to take blood samples, either by fingertip or intravenous drawing of blood. Exhibitor is responsible for disposing of samples and the materials used to obtain the samples in accordance with local and state health ordinances and laws, and must properly arrange for disposal of these waste materials.

Care of Exhibit Space: Exhibitors must, at their own expense, maintain and keep booths and/or tables and exhibits in clean and good order. Exhibitors and their designated agents shall be responsible for the cost of removing any excess waste, as deemed by the hotel or CWD.

Damages: Exhibitors are responsible for all damages to the building, including damage by employees, representatives or agents. No nails, tacks, or screws shall be put into the walls, woodwork, or flooring of the building.

Electrical Connections and Charges: All electrical wiring must be approved and installed in accordance with local regulations.

Eligibility: No exhibits will be allowed that are not directly related to diabetes care, the treatment of diabetes or research of diabetes.

Flammable Materials: Flammable liquids, substances or materials are strictly prohibited. All decorative materials must be flame-proofed before being taken into the exhibit hall, and must comply with local fire regulations.

Floor Plan: CWD reserves the right to modify the exhibit area floor plan in its sole discretion to enhance the success of the exposition.

Food and Beverage Guidelines: No food or beverages may be served by exhibitors within the exhibit area without the prior approval of CWD. Alcoholic beverages may not be distributed in the exhibit area.

Literature Distribution/Distribution of Other Materials: Exhibitors may distribute written materials only from their assigned tables. No materials may be placed on seats, attached to walls, ceilings or woodwork in the facility, left in public places or distributed in the aisles of the exhibit hall. Items such as samples, catalogues, pamphlets, souvenirs may be distributed by exhibitors and their representatives only within their own exhibit space.

Music Licensing: The exhibitor shall be responsible for securing any and all necessary licenses or consents for a) any performances, displays, or other uses of copyrighted works or patented inventions and b) any use of any name, likeness, signature, voice, or other impression, or other intellectual property owned by any third party which is used directly or indirectly by the exhibitor. The exhibitor agrees hereby to indemnify, defend and hold CWD and its Affiliates harmless from and against any claim of liability and any incident or resulting loss, cost or damage for failure to obtain these licenses or consents and/or for infringement or other violations of the property rights or the rights of privacy or publicity of any third party.

Restrictions: CWD reserves the right to establish additional restrictions for exhibits in order to enhance the success of the exposition. These restrictions may apply to persons, animals, conduct, printed materials, or anything else which may be objectionable to participants or disrupt the exposition. If CWD finds an exhibit in violation of any rule or restriction, CWD may order the violation to be corrected or may evict the exhibitor. Upon such violation or eviction, CWD shall not provide any refund, and CWD and its Affiliates shall not be liable for any damages or injury resulting from such eviction. Exhibitors are expected to conduct themselves in a professional manner at all times.

Rules and Regulations: These rules and regulations are part of the contract between the exhibitor and CWD. They have been formulated to ensure a successful exposition. All exhibitors must observe all rules and regulations. CWD reserves the right to determine the resolution of any issue not covered by these rules and regulations in its sole discretion. This application for an exhibit space, the formal notice for space assignment from CWD and all deposits for exhibit space together constitute a contract for the right to exhibit at the Friends for Life conference.

Sound Devices and Music: In general, exhibitors may use sound equipment in their booths so long as the noise level does not disrupt the activities of neighboring exhibitors.

Use of Exhibit Space: CWD reserves the right to approve the character of the display and to prohibit any display which, because of noise or other objectionable features, detracts from the general character of the exhibit. No exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted to him. Each exhibitor must keep an attendant in the display during open hours of the exhibition. All attendants must wear CWD exhibitor badges and be registered as exhibitors. In the event that an exhibitor wants to expand the size of its space, CWD will make a reasonable attempt to accommodate the expansion. However, in attempting to accommodate such requests, CWD is not obligated to relocate other exhibitors that object to relocation.

CWD reserves the right to (a) interpret these rules and regulations, and (b) determine the resolution of any issue not covered by these rules and regulations, in its sole discretion. CWD may amend these rules and regulations at any time. Exhibitors agree to comply with any rules and regulations that CWD adopts. The exhibitor hereby waives any rights or claims of damages arising out of the enforcement of any of these rules and regulations.