

EXHIBITOR AGREEMENT

NEW ORLEANS DENTAL CONFERENCE & LOUISIANA DENTAL ASSOCIATION ANNUAL SESSION

2121 North Causeway Blvd., Suite 153, Metairie, Louisiana 70001-2878

Phone: (504) 834-6449 • Fax: (504) 838-6909 • E-mail: jeanne@ladental.org • Website: www.nodc.org

Contact: Jeanne McFall, Meetings & Exhibits Coordinator

Conference Date: May 6-8, 2021 • Exhibit Hall Dates: May 6-7, 2021

DATE: _____
COMPANY NAME: _____
STREET ADDRESS: _____
CITY: _____ STATE: _____ ZIP CODE: _____
CUSTOMER SERVICE PHONE: _____ WEB SITE ADDRESS: _____

EMAIL EXHIBITOR INFORMATION TO:

CONTACT NAME: _____ TITLE: _____
E-MAIL: _____
PHONE: _____ EXT: _____ FAX: _____

BOOTH SELECTION

(Refer to the exhibit hall floor plan for booth numbers and locations. If more than one booth is desired, indicate multiples on each line)

10 X 10 IN-LINE BOOTH \$1,600 | 10 X 10 CORNER BOOTH \$1,700 | \$25 DISCOUNT PER UNIT FOR MULTI-BOOTH RENTALS

First Choice Booth(s) # _____ Third Choice Booth(s) # _____ Fifth Choice Booth(s) # _____
Second Choice Booth(s) # _____ Fourth Choice Booth(s) # _____ Sixth Choice Booth(s) # _____

TERMS AND CONDITIONS

- 50% of the booth fee is due with this form. The balance due is required by **January 4, 2021**. No refunds will be given for a cancellation less than **90 days (close of business day February 8, 2021)** the New Orleans Dental Conference/LDA Annual Session date. A 5% administrative fee is assessed on all cancellations.
- This agreement is not binding until signed by an authorized representative of the New Orleans Dental Conference/LDA Annual Session.
- All space will be assigned according to date received; availability of space; longevity of exhibit activities at the Conference; practicality and advisability of space in relation to competitive lines. All spaces will be considered on the above basis and assigned at the discretion of the Exhibit Committee. The Committee will not recognize any exhibits outside of the designated area of Exhibit Hall, and reserves the right to unilaterally terminate this Agreement at any time before or during the New Orleans Dental Conference/LDA Annual Session for any violation of the terms of this Agreement, or for any other violation of a policy. In case of termination during the New Orleans Dental Conference/LDA Annual Session, the exhibitor agrees to surrender possession of the booth space immediately upon notice.
- In the event the Conference is canceled or postponed, the Conference shall have no liability to Exhibitors other than refund of the deposit. Exhibitor expressly agrees to this limitation of liability.
- I have read the Rules and Regulations for Technical Exhibits and the Hilton Riverside New Orleans Exhibitor/Production/Audio Visual Rules and Regulations and hereby agree to these terms.

The terms set forth in this contract, including the Rules and Regulations for Technical Exhibits, are acknowledged and accepted, effective upon acceptance hereof and assignment of booth space by the Conference. There are no sales from booths. There can only be orders taken.

Signature of Exhibitor's Representative

Title of Exhibitor's Representative

Date

In order to avoid placement of competitive exhibitors, products, activities and services in close proximity, please indicate below your category. If you will show more than one product, please check each applicable selection:

Laboratory _____ Dental Supplies _____ Toothbrushes _____ Equipment _____ Instruments _____
Drugs _____ Uniforms _____ Books _____ Other (specify) _____

Do you plan to offer a discount or deal at your booth during the conference? If so, please provide this information before November 1. You will receive more marketing if you do provide this information.

Are you interested in lead retrieval services from our official conference lead retrieval service? Would you like to receive more information on this?

METHOD OF PAYMENT

If you wish to pay by credit card, we accept Visa, MasterCard, American Express and Discover.

CREDIT CARD TYPE: _____ VISA _____ MASTERCARD _____ AMERICAN EXPRESS _____ DISCOVER

CREDIT CARD NUMBER: _____ CVV: _____ EXPIRATION DATE: _____

COMPANY NAME: _____

CARDHOLDER NAME: _____

BILLING ADDRESS: _____

CITY/STATE/ZIP CODE: _____

PHONE: _____ EXT: _____ FAX: _____

E-MAIL ADDRESS: _____

I hereby authorize the New Orleans Dental Conference/LDA Annual Session to charge the credit card number listed above for the purchase of conference related services, sponsorships and/or advertising. I certify that I am authorized to use this card for these purchases. I understand that payment for the amount charged is solely the responsibility of the person or company whose name is on the card.

AMOUNT CHARGED TO CREDIT CARD: \$ _____

CARDHOLDER SIGNATURE: _____ DATE: _____

If you wish to pay by check please make check payable to:

New Orleans Dental Conference

2121 N. Causeway Blvd, Suite 153, Metairie, La 70001

Your reservation for exhibit space is hereby accepted and is assigned booth number(s)

_____ for \$ _____

Approved By: _____

New Orleans Dental Conference Representative

Date: _____

RULES AND REGULATIONS FOR TECHNICAL EXHIBITS

1. Products within purview of the Council on Dental Therapeutics, American Dental Association, which are not approved, may not be exhibited. The Exhibits Committee reserves the right to refuse space to any exhibitor, exhibit or part thereof, which in its judgment is not acceptable.
2. All exhibits must be confined within the booth space. No exhibit will be permitted above 8' height level. The sides will not extend 8' high out from the back wall more than one-third (1/3) of the depth of the space. All exhibits must comply with linear booth line-of-sight regulation as defined in IAEM Guidelines. A copy of IAEM Guidelines for Display Rules and Regulations will be provided upon request.
3. Existing carpet in the Grand Ballroom of the Hilton Riverside New Orleans is provided.
4. Exhibitors who (1) resell or sublet exhibit space or; (2) render their badges to unauthorized persons or non-employees, will forfeit their exhibit space and/or future exhibition privileges.
5. All solicitation of business must be restricted to the contracted space assigned each exhibitor, and all aisles must be kept free and clear and subject to the control of the Exhibits Committee. Solicitation outside of the contracted space is strictly prohibited.
6. Exhibitor, its employees and representatives shall observe and comply with all federal, state municipal laws, rules and regulations in the use of such exhibit space. No balloons of any type are allowed in the exhibit hall.
7. Products/services are not to be sold from the exhibit booths and delivery of any goods or services from the exhibit is expressly forbidden.
8. Security - A watchman will be provided to guard exhibits each night of the meeting. However, neither the New Orleans Dental Conference/LDA Annual Session, nor the Hilton Riverside New Orleans is responsible for loss or damage to goods or property of the exhibitors. Each exhibitor, in signing the Agreement, releases the New Orleans Dental Conference/LDA Annual Session from all claims and it is the exhibitor's responsibility to maintain insurance coverage for such property.
9. Space not fully paid for as per contract is subject to forfeit without liability or refunds.
10. It is agreed that exhibitors will assume responsibility for any damage to the Hilton Riverside New Orleans or their exhibits. The exhibitor further agrees to make no claim for any reason whatsoever, including negligence, against the New Orleans Dental Conference/LDA Annual Session, the New Orleans Dental Association, Inc. and the Hilton Riverside New Orleans.
11. No smoking in the Exhibit Hall.
12. No exhibit shall be packed, removed, or dismantled prior to the closing of the Show without permission from the Exhibits Committee Chair. The sole determination of what constitutes packed, removed or dismantled will be made by Exhibits Committee Chair. If the exhibitor acts in breach of this provision, it is subject to pay as compensation for the distraction to the Exhibition's appearance, an amount equal to one-third of the total space charge for the Exhibitor's allocated area, in addition to all sums otherwise due under this Contract.

2021 BOOTH FEES

10X10 In-Line \$1,600 | 10X10 Corner \$1,700 | \$25 discount per unit for multi-booths rentals

WHAT IS INCLUDED

- Flame proof background drapery (8' high) and side dividers (3' high)
- One-line (7"x 44") exhibitor's identification sign with booth number
- Listing on conference website and registration booklet (if submitted by publication date)
- Attendee list available upon request

EXHIBITION SERVICES

Freeman Companies

Phone: 504-731-6137 | Fax: 469-621-5612

Email: FreemanNewOrleansES@freemanco.com

www.freemanco.com/store

Hotel Accommodations:

Hilton Riverside New Orleans

Two Poydras Street

New Orleans, Louisiana 70130

Single/Double Occupancy Room Rate \$219/night

Reserve by April 9, 2021

EXHIBITOR SCHEDULE

(subject to change)

Move In:

Wednesday, May 5, 2021
5:00pm - 9:00pm

Thursday, May 6, 2021
6:30am - 10:00am

Special request for additional set-up time can be arranged.

Exhibit Open:

Thursday, May 6, 2021
10:00 am - 6:00 pm

Friday, May 7, 2021
10:00 am - 6:00 pm

Move Out:

Friday, May 7, 2021
6:00 pm - 10:00 pm

CONFERENCE SCHEDULE

Thursday, May 6, 2021

Registration: 7:00am - 5:00pm
Sessions: 8:00am - 4:30pm

Friday, May 7, 2021

Registration: 7:30am - 4:00pm
Sessions: 8:00am - 4:30pm

Saturday, May 8, 2021

Registration: 8:00am - Noon
Sessions: 8:00am - 4:00pm

Please note: Limited courses will be held between 11:30am - 1:30pm.

SPONSORSHIP OPPORTUNITIES

All sponsorships will include publicity on email blasts and social media marketing. Sponsorship agreements received by November 16, 2020 will receive additional publicity in our printed/mailed marketing items.

EXHIBIT HALL SOCIAL:

Exclusive Social Sponsor- \$16,000 | Includes: 2 days with 4 bars (2 bars each day- Thursday and Friday). Bars will be strategically placed at or as close to your booth as possible. Each bar will have beer, wine, and soft drinks for attendees to enjoy. Social Hour is scheduled for 4:30 - 5:30 p.m.

2-Day Social Sponsor- \$8,000 | Includes: 2 days with 2 bars (1 bar each day- Thursday and Friday). Bars will be strategically placed at or as close to your booth as possible. Each bar will have beer, wine, and soft drinks for attendees to enjoy. Social Hour is scheduled for 4:30 - 5:30 p.m.

1-Day Social Sponsor- \$4,000 | Includes: 1 day with 1 bar (Thursday OR Friday). Bars will be strategically placed at or as close to your booth as possible. Each bar will have beer, wine, and soft drinks for attendees to enjoy. Social Hour is scheduled for 4:30 - 5:30 p.m.

TOTE BAG SPONSORSHIP:

Exclusive Tote Bag Sponsor- \$3,000 | Sponsor the conference tote bags with your company logo on one side to be distributed to all attendees. We will place exhibitor promotions in these bags.

MORNING/AFTERNOON BREAK SPONSORSHIPS:

Morning Coffee Break Sponsor- \$500 | Sponsor a one-hour coffee break station from 7:45 – 8:45 a.m. The station will be outside of the exhibit hall and your company reps are invited to stand and visit with attendees stopping by for their morning cup of joe. You will receive signage at the table. *Please note: your sponsorship will only pay for a certain amount of coffee during this hour. If it runs out before the hour and you want to order more, you will be responsible for that payment.* Available Thursday and Friday.

Afternoon Caffeine Burst Sponsor- \$500 | Sponsor this afternoon pick-me-up from 12:30-1:30 right at your exhibit hall booth. It's the best way to drive new business to your company. We will serve attendees water and soft drinks during this hour. *Please note: your sponsorship will only pay for a certain amount of soft drinks/water during the hour. If it runs out before the hour and you would like to order more, you will be responsible for that payment.* Available Thursday and Friday.

Afternoon Treat Sponsor- \$500 | Sponsor this sweet treat from 12:30-1:30 right at your exhibit hall booth. It's the best way to drive new business to your company. We will serve attendees ice cream during this hour. *Please note: your sponsorship will only pay for a certain amount of ice cream during the hour. If it runs out before the hour and you would like to order more, you will be responsible for that payment.* Available Thursday and Friday.

CE ON THE GEAUX SPONSORSHIP

CE on the Geaux Sponsor- \$300 | Sponsor a speaker in the exhibit hall either Thursday or Friday at your preferred time (times are first-come, first-served). Time slots are listed below. The lecture hall, which is in the exhibit hall. Seats 50 theater style. This is an excellent opportunity to drive business to your booth! *Standard A/V will be provided in the room, including a LCD projector and screen. Additional A/V is at the expense of the sponsoring company.* **In order to participate in these sessions your company must be a contracted 2021 Exhibitor with the NODC & LDA Annual Session.**

Deadline to submit information for the printed registration book is **November 16, 2020**. If the deadline is missed, lecture will be promoted via the conference website, emails, and social media.

Please complete the information below if interested in sponsoring a one-hour CE on the GEAUX and email it to jeanne@ladental.org.

Please indicate preferred time slot below:					
THURSDAY			FRIDAY		
		10:15 am - 11:15 am			10:15 am - 11:15 am
		11:45 pm - 12:45 pm			11:45 pm - 12:45 pm
		1:45pm-2:45pm			1:45pm- 2:45pm
		3:15 pm - 4:15 pm			3:15 pm - 4:15 pm

SPEAKER: _____

TITLE OF SESSION: _____

COMPANY NAME: _____

CONTACT NAME: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

CREDIT CARD: _____ EXPIRATION: _____ CVV: _____

AUTHORIZED SIGNATURE: _____ PRINT NAME: _____

