



**FPHA**  
Florida Public Health Association



## ***"The Power of Collaboration"***

### **2017 EXHIBITOR CONTRACT**

2017 FPHA Annual Educational Conference  
July 26 – 28, 2017

The Florida Hotel & Conference Center  
1500 Sand lake Road  
Orlando, FL 32809  
407-859-1500

The Florida Public Health Association  
14646 NW 151<sup>st</sup> Blvd.  
Alachua, FL 32615  
[fpha@srahec.org](mailto:fpha@srahec.org)

## ❖ General Information ❖

### **Location:**

The Florida Public Health Association will hold its 2017 Annual Educational Conference on July 26 – 28, 2017 at The Florida Hotel & Conference Center, 1500 Sand Lake Road, Orlando, FL 32809.

### **Hotel Accommodations:**

Cut off date for special room rate is 5pm on July 7, 2017. Reservations must be made directly with The Florida Hotel and Conference Center by calling the Reservations Department at 1-800-588-4656. Be sure to identify yourself as an attendee of the Florida Public Health Association Conference to receive the special group rate of **\$105.00 (deluxe queen) plus tax** per night single or double occupancy. After this date, reservations will be accepted on a space available basis and may not be eligible for this rate. Cancellations must be made within 72 hours of arrival to avoid a penalty charge of 1 night room plus tax.

### **Exhibiting:**

Every effort has been made to maximize interaction between exhibitors and meeting attendees. All breaks will be held in the exhibit hall. This year there will be a special exhibit Passport card with all exhibitors listed. By visiting your exhibit and getting the card signed by all exhibitors, the attendee will be included in a special drawing for a prize.

### **Booth Rental:**

Each exhibit will be a table-top display on 6-foot tables, placed around the perimeter of the Exhibit Hall. Space may be limited, so you will want to reserve your place at the earliest possible date. Electricity will be available only if requested in advance.

### **Shipping:**

If you plan to ship any items, please mark them:  
Attention – Barry Aduato  
Florida Public Health Association  
Meeting

*Delivery of pallets and/or boxes to the hotel are subject to the fee of \$5.00 per box. Additionally, \$5.00 will apply after the fifth day of storage.*

### **Cancellations:**

Once a formal application has been received; cancellations must be submitted in writing, no later than July 11, 2017. There will be a \$50 service charge for every refund requested. After that date, or if no notification is provided, the applying company will be responsible for the entire exhibit fee.

## ❖ Support Opportunities ❖

### **Exhibits**

- **Commercial** **\$600**
- **Non-Profit Organization** **\$200**

### **Includes:**

- Table-top display on 6 ft tables
- 1 Representative (participation in social events and meal functions; each additional person is \$30/day)

### **Sponsorships**

Sponsorships of \$2500 or more include:

- Complimentary display table
- Acknowledgement in Onsite Program
- Recognition in Newsletter
- Article Submission

### **Sponsorship Opportunities:**

_____ Luncheon	\$3,500
_____ President's Reception	\$3,500
_____ Early Bird Reception	\$2,500
_____ Unrestricted Grant	\$2,500
_____ Continental Breakfast	\$2,000
_____ Speaker	\$1,500
_____ Networking Break (5 available)	\$1,500
_____ Silent Auction Contribution	\$1,000

### **Tentative FPHA Exhibit Schedule:**

- **Tuesday, July 25**

2:00 PM – 5:00 PM Exhibitors Set up

- **Wednesday, July 26**

7:30 AM – 8:45 AM Morning Coffee with Exhibitors

10:15 AM – 11:00 AM Networking Coffee Break with Exhibitors

2:45 PM – 3:30 PM Afternoon Break with Exhibitors

- **Thursday, July 27**

7:30 AM – 8:45 AM Morning Coffee with Exhibitors

10:15 AM – 11:00 AM Networking Coffee Break with Exhibitors

2:45 PM – 3:30 PM Afternoon Break with Exhibitors  
Breakdown Exhibits

**The Florida Public Health Association**  
**Sarah Catalanotto, Executive Director**

14646 NW 151<sup>st</sup> Blvd.  
Alachua, FL 32615  
[fpha@srahec.org](mailto:fpha@srahec.org)

**Federal ID # 59-2200250**

## ❖ Rules & Regulations ❖

Booths will be provided as indicated in this contract. Exhibits must be installed so that they do not project beyond the space allotted. No interference with the light or space of other exhibitors will be permitted. Exhibitor is responsible for damage to property (see: Responsibility Agreement). No signs or other articles shall be posted, nailed or otherwise attached to any of the pillars, walls, doors, etc., in such manner as to deface or destroy them. No attachments shall be made to the floors by nails, screws or any other device. All space is leased subject to these restrictions.

**Display Requirements and Restrictions** - The Florida Public Health Association retains the right to deny the exhibition of inappropriate items and products. Please contact the Exhibit Manager with any questions.

**Irregular Canvassing and Distribution of Advertising Matter** - Solicitation of business or conferences in the interest of business except by exhibiting firms is prohibited. Exhibitors are urged to report to the Exhibit Manager any violations of this rule. Canvassing by exhibitors outside of their booths is also forbidden. Circulars or advertising matter of any description shall not be distributed except from the exhibitor's booth.

**Exhibits of Electrical and Radiographic Equipment** - Machines and apparatus operated by electricity must be shown as "still" exhibits. Practical demonstrations of x-ray apparatus and accessories or any noisy apparatus of any kind will not be permitted. No objection will be made to the utilization of electricity for illuminating purposes or for operating smaller diagnostic instruments and electrotherapeutic apparatus that do not distract or annoy other exhibitors.

**Subletting of Space** - No subletting of space will be permitted. Each firm represented in the Technical Exhibit must sign the regular Exhibit Application and Agreement. Any person or firm subletting space, as well as the one purchasing space, will be subject to eviction. No refund will be made for space reserved.

**Uncontrolled Eventualities** - The Florida Public Health Association will take all reasonable precautions against damage or loss by fire, water, storm, theft, strike or any other emergencies of that character but does not guarantee or insure the exhibitor against loss by reason thereof (see "Responsibility Agreement").

**Exhibition Sales Policy** - Exhibitors may not accept payments in cash or checks or deliver merchandise in the exhibit hall.

## ❖ Responsibility Agreement ❖

**PLEASE READ THE FOLLOWING STATEMENTS THOROUGHLY AND SIGN BELOW. SPACE CANNOT BE ASSIGNED UNLESS THIS FORM CONTAINS AN AUTHORIZED SIGNATURE.**

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, and defend the Florida Public Health Association (FPHA) and The Florida Hotel & Conference Center, the affiliates, officers, directors, agents, employees, and partners of each ("Indemnified Parties") harmless against all claims, losses and damages, including negligence, to persons or property, governmental charges or fines and attorney's fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibit premises or a part thereof.

In addition, Exhibitor acknowledges that the Indemnified Parties do not maintain insurance covering Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain business interruption, property damage and comprehensive general liability insurance.

We/I have read and agree to abide by all requirements, restrictions and obligations set forth in the 2017 Exhibitor Contract, the policies governing exhibitors, those on this application and those which may be set forth in the future in connection with the 2017 Annual Conference. We/I further acknowledge that FPHA reserves the right to reject, at its discretion, any application to exhibit.

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Company Name: \_\_\_\_\_

**Please mail Responsibility Agreement, Exhibitor Registration Form, and check to:**

**Florida Public Health Association**  
Attn: Berry Bennett or Sandra Magyar  
14646 NW 151<sup>st</sup> Blvd.  
Alachua, FL 32615

# FPHA Exhibitor Registration Form

(Please Print)

Company Name: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Fax: \_\_\_\_\_ **Type of display:** Table top  Floor POP-UP

Email: \_\_\_\_\_

Charge #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ CVV#: \_\_\_\_\_  
(FPHA accepts Visa, Master Card, Discover and American Express)

Amount Paid: \_\_\_\_\_ Person Approving Charges: \_\_\_\_\_

Name of person(s) manning the booth: \_\_\_\_\_  
**(Booth fee covers one person for all events. Additional persons will be required to register at a fee of \$30/day in order to participate in receptions and lunches.)**

Extra Exhibitor(s): \_\_\_\_\_

FPHA will provide each exhibitor a 6 ft. draped table and chair. Your exhibit fee does not include drayage and placement of display equipment; decorator and related services; security services; labor, i.e. carpenters, electricians, draperymen; storage of any exhibit related material. Please note any additional needs below. There will (may) be a charge for additional lighting and electrical power hook ups, gas or water supply, computer access and additional tables. Please check any additional items you will need. Note: there may be a charge for these services.

Power  Extension Cords  Computer Access: Wireless

Additional 6 ft. table  Additional chairs  How many? \_\_\_\_\_

Other \_\_\_\_\_

## Check below your sponsorship intentions

- Luncheon \$3,500
- President's Reception \$3,500
- Early Bird Reception \$2,500
- Unrestricted Grant \$2,500
- Continental Breakfast \$2,000
- Speaker \$1,500
- Networking Break (5 available) \$1,500

Public Health College Scholarship Fund \$ \_\_\_\_\_

<b>Power:</b>	NC
<b>Extension cords:</b>	NC
<b>Wireless Internet:</b>	\$25.00/day
<b>Additional 6 ft Table:</b>	\$200.00
<b>Additional Chairs:</b>	NC

Donate a Silent Auction Item \_\_\_\_\_