

Sponsor and Exhibitor Terms & Conditions

General Guidelines

All exhibits and other support must serve the interests of ACMT. ACMT reserves the right to determine the eligibility of any exhibitor or other support application. By completing the Exhibit and Support Application your organization agrees to comply with all terms and conditions, including applicable federal and state laws and regulations, ACMT, hotel and other rules and regulations. All matters and questions not specifically covered by the regulations are subject to resolution at the discretion of ACMT.

The ACMT name, conference name, branding, or logo may not be used in signs, advertising or promotions in any media or product literature either inside or outside of the exhibit area. This applies to before, during and after the conference unless prior approval has been received in writing from ACMT.

All exhibitors and supporters are responsible for compliance with the Americans with Disabilities Act within their assigned space.

ACMT reserves the right to photograph any part of the conference including exhibitor and sponsor supported events. The photos will be retained by ACMT and used in the promotion of current and future events.

Exhibitor Information

Cancellations: In the event an exhibitor needs to cancel, the request must be received in writing. Refunds will be made in accordance with the following schedule:

- Requests received on or before 1/14/24 will be processed for a full refund minus a \$500 administrative fee.
- No refunds will be processed for requests postmarked after 1/14/24.
- Comped registrations will automatically be cancelled.

ACMT may cancel the conference or exhibition at any time for any reason. Neither ACMT nor the conference facility shall be liable for any expenses incurred by a sponsor/exhibitor except for the refund of exhibitor fees.

Exhibitor Responsibilities:

1. All furniture, promotional material and activities must be contained within the assigned space. ACMT reserves the right to request modifications to any exhibit deemed not in the best interest of ACMT or other exhibitors. Exhibitors must remain in their space when demonstrating

products, distributing literature, product samples or other materials.

2. Exhibit equipment and materials must be in position before the exhibit hall opens and must remain in place until the end of the conference. Booths cannot be broken down prior to the end of the conference.
3. The exhibitor agrees to protect, save and hold ACMT, the hotel, and all its corporate entities, and all agents and employees thereof (hereinafter collectively called "indemnities") forever harmless for any damages or charges imposed for violations of any law or ordinance, where occasioned by the negligence of the exhibitor or those holding under the exhibitor. Further the exhibitor shall at all times protect, indemnify, save and hold harmless the indemnities against and from any and all losses, costs, damages, liability or expenses (including attorney's fees) arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees and business invites which arises from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises, the hotel or any part thereof.
4. It is the exhibitor's sole responsibility to obtain business interruption insurances and full insurance coverage on all exhibit material and equipment introduced into the conference location premises; to have comprehensive general liability, contractual liability and property damage insurance protecting against any liability which may accrue by reason of alleged wrongful or negligent conduct of the exhibitor in the amount of not less than \$1,000,000 per occurrence; to have Workmen's Compensation insurance meeting statutory limits or insurance required by similar employee benefit acts as well as insurance having a minimum per occurrence limit of at least \$100,000 against all claims, which may be brought for personal injury or death of exhibitor's employees. All such coverage is to include contractual liability.
5. It is the exhibitor's responsibility to safeguard their materials from the time such items are brought into the conference facility until they are removed. It is also the exhibitor's responsibility to remove any dangerous materials from their area when there is no one there to supervise the space.
6. The Exhibit area is designed to encourage traffic to the exhibit area as a priority. However, current State and Federal COVID precautions will dictate spacing.
7. It is the exhibitor's responsibility to pay any royalties or licensing fees due, including but not limited to BMI, ASCAP, or to the host city or state.

Initial _____ Date _____



Company Name:	
Contact Name:	Position:
Address:	
City:	State/Zip:
Telephone:	Email:
Paying By:	<input type="checkbox"/> Credit Card <input type="checkbox"/> Check

If paying by credit card, please fill out the below

Name on Card:	
Card Number:	
Expiration Date:	CVV:

Symposia

- Platinum \$15,000
- Diamond \$10,000
- Gold \$5,000

Annual Scientific Meeting

- Platinum \$30,000
- Diamond \$20,000
- Gold \$15,000
- Silver \$10,000

A la Carte Sponsorship

I would like to sponsor the following:

A la Carte Total: _____

Exhibitor Opportunities

In-Person

- Standard Booth (5 days) \$3,000
- Standard Booth (ASM only) \$2,500
- Standard Booth (Symposia only) \$1,500
- Not for Profit (5 days) \$2,250
- Not for Profit (ASM only) \$2,000
- Not for Profit (Symposia only) \$1,250
- Information Table only \$500

To pay by check, mail a copy of this form with payment to:

American College of Medical Toxicology
10645 N. Tatum Blvd, Suite 200-111
Phoenix, AZ 85028

Please make check payable to:
American College of Medical Toxicology