



EXHIBITOR and COMMERCIAL SUPPORTER TERMS ADDENDUM

Your signature on the Exhibitor and Commercial Supporter Agreement Page will serve as evidence that you have read, understood and agree to abide by the terms and policies outlined below. Acceptance of the Exhibitor Agreement is at the sole discretion of the CTACSPA, Inc.

Payment Policy – Unless other arrangements are made with the CTACSPA, all fees must be paid 30 days prior to the start date of the meeting.

Cancellation – In the event you need to cancel your exhibit table, the following conditions apply.

- If your exhibit is cancelled via email to info@ctacs.org 60 days or more prior to the start of the meeting the CTACSPA will refund 75% of the exhibit fee.
- If your exhibit is cancelled via email to info@ctacs.org 30 days or more prior to the start of the meeting the CTACSPA will refund 50% of the exhibit fee.
- If your exhibit is cancelled via email to info@ctacs.org less than 30 days or more prior to the start of the meeting the CTACSPA will refund 0% of the exhibit fee.

Location of Exhibit Space – The CTACSPA will make all decisions regarding the physical placement of your exhibit table and its decisions shall be final. If you setup your table in any location other than the assigned spot you do hereby agree that you will relocate to your assigned spot as directed by a representative of the CTACSPA.

Exhibit Size – Unless otherwise agreed to, exhibits are limited to table top displays. Booths are not permitted. We ask that you be considerate of the exhibitors situated around you and arrange your exhibit in such a manner that it does not obstruct the view of or interfere with other exhibits. You are prohibited from attaching items to walls, tables, drapes, etc. and will be held liable for any damage caused to the hotel.

Security – In the event setup is made available the night before the meeting, neither the Chapter nor the hotel is responsible for the security or safeguarding of your property. In addition, no security will be provided during the meeting.

Shipping – All costs of shipping, including fees imposed by the hotel, are the responsibility of the exhibitor. The exhibitor agrees to promptly reimburse the Chapter for any such expenses that the hotel may charge.

Liability, Insurance and Waiver of Subrogation – The CTACSPA, its staff, directors, volunteers, contractors, service providers nor the facility shall be held responsible for the safety of exhibits, or for accidents to exhibitors or their employees from any cause prior to, during, or subsequent to the period covered by the Agreement. Exhibitors should, at their own discretion obtain adequate insurance, at their own expense, against such occurrences. Exhibitors waive the right of subrogation by its insurance carrier(s) to recover losses sustained under the exhibitor's insurance for real and personal property.

Service Fees Any and all exhibitor charges for services levied by the facility or subcontractors are the responsibility of the exhibitor. The CTACSPA is not responsible for payment for any services connected with exhibitor requests and has no authority over any service charges, rental fees, set-up fees, labor contracts, etc., that may be required by any venue.

Other Matters – The Chapter reserves the final decision on all matters pertaining to this meeting, whether mentioned herein or not. By signing the Exhibitor Agreement, the exhibitor, agrees that all decisions are be final and binding.

ACCME Compliance – According to ACCME Standard 4 “Arrangements for commercial exhibits or advertisements cannot influence planning or interfere with the presentation, nor can they be a condition of the provision of commercial support for CME activities.” Your signature on the Exhibitor and Commercial Supporter Agreement Page confirms your agreement with and acceptance of this policy.