

**2019 NWOAPM “HOLY TOLEDO SEMINAR”
SPONSOR and EXHIBITOR CONTRACT
Friday, September 27, 2019**

We hereby apply for sponsorship, including exhibit space, at the 2019 Holy Toledo Seminar of the Northwest Ohio Academy of Podiatric Medicine, taking place on Friday, September 27, 2019 at the Brandywine Country Club, 6904 Salisbury Rd, Maumee, Ohio 43537.

We understand the NWOAPM provides equipment and services as outlined in this contract. We agree that additional equipment and services are our own responsibility and must be approved by a NWOAPM Seminar Official. Acceptance of exhibit space constitutes agreement to these rules.

Exhibit Hours

The exhibit hours for all sponsors are Friday, September 27th from 7:00 am to 3:30 pm. Exhibitor set up can start at 6:00 am and must be completed by 7:00 am. Breakdown and removal of exhibit material before 3:00 pm on Friday is prohibited. The exhibit hall will be closed at 3:30 pm on Friday. The NWOAPM is not responsible for any sponsor’s belongings in the exhibit hall after 3:30 pm.

Payments, Deposits and Refunds

There are no deposits to reserve space. Payment in full is the only way to obtain exhibit space unless special arrangements have been made with a NWOAPM Seminar Official. Checks should be made out to the Ohio Foot and Ankle Medical Foundation, OFAMF 1960 Bethel Rd Ste 140, Columbus, Ohio 43220. Credit card payments are also accepted. Refund requests must be in writing and will not be honored after August 23, 2019. Refunds prior to August 24, 2019 will be subject to a \$100 cancellation fee. Booths are reserved on a first come, first paid basis. The NWOAPM reserves the right to refuse applications for any reason.

Space Location

The NWOAPM will be responsible for placement of all exhibitors in the exhibit hall. Location requests by exhibitors will be taken, but the NWOAPM will not be held to honor them. Priority with exhibit space will be given to Gold sponsors. Returning exhibitors with annual participation may be given a degree of seniority with preferential exhibit space assignments.

Signage

Exhibitors will be provided with a sign for the exhibit booth if one is requested. All signage displayed at the booth must meet NWOAPM approval. Exhibitors will be listed in the seminar program and on the NWOAPM website (nwohioacademypodiatricmedicine.com). Exhibitor applications received after September 1, 2019 may not be eligible to have booth signage or a program listing due to printing deadlines.

Subletting of Space

Exhibitors may not sublet space. Exhibitors may not share space without the approval of a Seminar Coordinator. Exhibitors may not advertise or display goods or services other than those manufactured, sold, or distributed by them in the normal course of their business. Violation of this policy may result in dismissal from the seminar without refund.

Care of Exhibit Space

Exhibitors must maintain their space in good order. Exhibitors must use their space for those activities directly related to exhibition at the seminar. Exhibits must be confined to the space allotted. All materials must conform to local building and fire department codes and regulations.

Exhibit Representatives

Exhibitors must provide an attendant at their table during open hours of the exhibit hall. All attendants must be employees of the exhibitor or authorized by the exhibitor. All attendants must look and behave in a professional manner as one would expect at a typical, comparable seminar. Attire or behavior that is deemed unacceptable by the NWOAPM or Brandywine Country Club management may result in dismissal from the seminar or building. A maximum of two attendants per company exhibit booth will be permitted. More than two attendants will require special, written request to a Seminar Coordinator and may incur an additional fee.

Irregular Activities

No audio-visual activities or devices are allowed that are of such intensity as to interfere with the activities of neighboring exhibitors or the events of the seminar, or are deemed objectionable by seminar officials. Costumes for anyone must be approved by NWOAPM the prior to the seminar. Distribution of printed matter, souvenirs, or any other articles shall be restricted to the contracted booth area. No part of the facility other than the exhibitor's booth shall be used for display, order taking, or selling purposes of any kind.

Liability and Security

Exhibitors and their representatives and attendants shall hold harmless the Northwest Ohio Academy of Podiatric Medicine and the Brandywine Country Club for any damages or losses. Exhibitors must make provisions for safeguarding all goods, materials and equipment. The NWOAPM is not responsible for the loss or damage of any material by or for any cause. Exhibitors must surrender space in the same condition as it was upon occupation. Exhibitors are responsible for all damage to the exhibit hall, and for any and all claims and demands on account of injury, death or damage to property occurring in or upon the exhibitor's booth space because of acts of the exhibitor, representatives, employees, agents, or contractors. Each exhibitor agrees to and shall indemnify and hold harmless the Northwest Ohio Academy of Podiatric Medicine against any and all liability claims and demands which may arise from or be addressed in connection with these undertakings and responsibilities of the exhibitor. Exhibitors waive any claim against the Northwest Ohio Academy of Podiatric Medicine for the occurrences which prevent the Northwest Ohio Academy of Podiatric Medicine from permitting an exhibitor to occupy space during any part or whole of the exhibition period; including strikes, acts of God, national emergency, damage or destruction of the convention property, or any other causes beyond the control of the Northwest Ohio Academy of Podiatric Medicine.

Problems

All problems should be reported to a Seminar Official. Violations by exhibitors, representatives and attendants could result in the dismissal of the parties involved and the forfeiture of all monies paid. All matters not governed by these regulations will be subject to the decisions of the NWOAPM. Amendments can be made at any time and written notice will be provided to exhibitors if needed.

Eligibility

The exhibits are an extension of the educational program of the Northwest Ohio Academy of Podiatric Medicine. In order for the NWOAPM to accept an application, the products and services must promote podiatric medicine and/or enhance the podiatric profession.

**Northwest Ohio Academy of Podiatric Medicine
Holy Toledo Seminar & Autumn Golf Outing
SPONSOR and EXHIBITOR REGISTRATION**

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____ Email: _____

Product/Service: _____

Company Representatives: 1. _____ 2. _____

Booth Sign Request (check one below):

My company will provide signage for the booth. I don't need a sign made.

My company needs signage for the booth. Please make as noted below.

Print for Booth Sign: Line 1: _____

Line 2: _____

Sponsorship Opportunities, please select Sponsorship below:

SILVER SPONSOR (minimum \$500) \$ _____ **SILVER SPONSOR** (minimum \$500)

- Exhibit hall booth
- Listing in physicians' programs
- Listing on NWOAPM website

GOLD SPONSOR (minimum \$1,000) \$ _____ **GOLD SPONSOR** (minimum \$1,000)

- Silver Sponsor benefits, plus:
- Website hyperlink NWOAPM direct to your company's website
- Exhibit booth preferred location (determined by seminar committee)
- Special mention during physicians' lecture sessions
- Other opportunities as arranged

MEAL / BREAK SPONSOR

Breakfast Sponsor: \$ 500.00

Lunch & Learn: \$1,400.00

Contact Dr Thomas McCabe, Seminar Chair for information

\$ _____ **OTHER SPONSORSHIP** _____

Payment

Check payable to Ohio Foot and Ankle Medical Foundation (OFAMF) *preferred payment method

American Express Discover Card MasterCard VISA

Amount Authorized: \$ _____

Account Number: _____

Expiration Date: _____ Security Code: _____

Name as printed on Credit Card: _____

Billing Address of Credit Card: _____

Signature: _____ Date: _____

Golf Outing – Please read and indicate if you will be participating

There is no cost to play which includes cart for a FUN 9-HOLE Scramble along with assorted prizes.

Do you plan to play in the post seminar golf scramble Yes or No

Please circle your golf prowess: A B C D Player

The committee will create the composite of the teams

GOLD SPONSOR RECEIVE 2 COMPLIMENTARY GOLF ENTRIES

1. _____ PLAYER RANK _____

2. _____ PLAYER RANK _____

SILVER SPONSOR RECEIVE 1 COMPLIMENTARY ENTRY

1. _____ PLAYER RANK _____

Please mail or fax form with payment to:

Holey Toledo Seminar, 1960 Bethel Rd Ste 140, Columbus, OH 43220

Phone: (614) 457-6269, Fax: (614) 457-3375 or email: Iridolfo@ohfama.org