

# International Congress 2020

## Sponsor & Exhibitor Rules and Regulations

**OFFICIAL GENERAL CONTRACTOR:** The Consortium has appointed Conference Solutions as the official General Contractor for the International Congress 2020. All references herein to the International Congress shall mean the International Congress, the Consortium and Conference Solutions.

**OUTSIDE ACTIVITIES:** Sponsors and exhibitors shall not foster or conduct outside activities which would take qualified attendees from official congress functions and/or exhibit during nonscheduled hours. Use of meeting facilities or the International Congress' contracted hotels by exhibitors/sponsors or companies or sales or business meetings during Congress and exhibit dates must be approved in advance by the International Congress. Hospitality suites shall not be open during exhibit hours or daytime Congress hours.

**SELECTION OF SPONSORS & EXHIBITORS:** Only applicants whose activities are appropriately related to the purpose of the International Congress shall be permitted to sponsor or exhibit. All applications are subject to approval, and any company that does not meet the above requirements will not be permitted to sponsor and/or exhibit. The International Congress reserves the right to decline or prohibit any applicant which in its sole judgment is inappropriate, this reservation being all inclusive as to person, things, printed matter, products and conduct.

**ASSIGNMENT OF SPACE:** Assignment of space will be on a first-paid, first-served basis. Every effort will be made to accommodate requests for space assignments (near or away from other organizations). The International Congress reserves the right to make such changes to the floor plan of exhibit booths as may be deemed necessary.

**FEES AND PAYMENT:** Applications will NOT be processed or space assigned without the required payment. Payment is due within 30 days of application. Receipt of payment does not obligate the International Congress to accept a contract as binding. The International Congress retains the option of returning funds.

**EXHIBITOR REPRESENTATIVES REGISTRATION:** Purchase of an exhibit table includes up to two Exhibitor name badges. Exhibitor name badges allow access to the exhibit area space, but does not include Congress meals or access to sessions. Full Congress registration can be purchased separately.

**CANCELLATION:** No cancellation of sponsorships is permitted. Cancellations of an exhibit table must be directed by email to: [Register@ConferenceSolutionsInc.com](mailto:Register@ConferenceSolutionsInc.com). Refunds, less an administrative fee of \$500 per table, will be made at the discretion of the International Congress, but no refund will be given for a cancellation made within 90 days of the installation day.

**EXHIBITS:** Exhibits will take place at the Hilton Cleveland Downtown on 100 Lakeside Avenue East, Cleveland, OH 44114 in the Hope Ballroom. The exhibit booth area will be comprised of six-foot skirted tables and two side chairs.

### EXHIBITOR INSTALL:

- Tuesday, April 28, 2020: 19:00-21:00
- Wednesday, April 29, 2020: 06:00-07:00

### EXHIBITOR DISMANTLE:

- Friday, May 1, 2020: 09:00-11:00

Dismantling of exhibit may begin no earlier than **09:00 on Friday, May 1** and the area must be completely cleared by 11:00 that same day.

**EXHIBITOR MATERIALS:** We suggest you provide reprints or preprints of studies documenting the efficacy of the products on display.

**EXHIBITOR USE OF SPACE:** Exhibitors shall not assign, share or sublet any space without written consent of the International Congress. Care must be taken that no display extends more than 8' above the floor, interferes with the view or disadvantageously affects the display of other Exhibitors. Noticeable noise produced from operation of any equipment or apparatus is not permitted.

**EXHIBIT AREA FOOD & BEVERAGE POLICY:** No food or beverage may be brought from an outside source. If you wish to serve anything from your booth, please contact the International Congress Planner to discuss what arrangements, if any, can be made through the venue.

**EXHIBITOR LIABILITY:** The International Congress and the Hilton Cleveland Downtown will not be held responsible for the safety of Exhibitor's property from theft, fire, damages, accident or other causes. Exhibitor agrees to protect, save and hold the International Congress and the Hilton Cleveland Downtown and all agents and employees thereof (hereafter collectively called "indemnities") forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the Exhibitor or those operating under the Exhibitor. Further, Exhibitor shall at all times protect, indemnify, save and hold harmless the indemnities against and from any and all losses, costs (including attorney's fees), damages, liability or expense arising from or out of or by reason of any accident of bodily injury or other occurrence to any person or persons, including the Exhibitor, its agents, employees and business invitee which arises from or out of or by reason of said Exhibitor's occupancy and use of the Exhibit premises or a part thereof.

**EXHIBIT AREA SAFETY REGULATIONS:** Exhibitors must adhere to all municipal and state laws, rules and regulations. No combustible decorations may be used at any time; all drapes, table coverings and other materials must comply with fire department regulations.

**EXHIBIT AREA SECURITY:** The exhibit area is being held in the Hilton Cleveland Downtown and security will be not provided. Neither the International Congress nor the Hilton Cleveland Downtown can be held responsible for any lost, damaged or stolen exhibit materials. Please take the necessary precautions each day for safeguarding your exhibit materials. The Hilton Cleveland Downtown recommends removing valuable materials when not at your display.

**BENEFITS:** Benefits as outlined in the Sponsor and Exhibitor Opportunities brochure will be confirmed 90 days prior to the Congress. Failure to utilize benefits does not constitute a reduction in fees. Exhibit space not occupied by the close of the exhibit installation period as specified in these rules and regulations will be forfeited by the Exhibitor. This space may be resold, reassigned or used by the International Congress.

**SHIPPING:** The International Congress will provide shipping information to each sponsor and exhibitor (as relevant), approximately 45 days prior to the Congress.

**SHOW CANCELLATION:** If the Congress or exhibits are cancelled due to circumstances beyond the control of the International Congress, the International Congress will not be held liable for any expenses incurred by the Exhibitor beyond the rental cost of the exhibit table.

**VIOLATION OF RULES & REGULATIONS:** Any violation by a sponsor and/or exhibitor of the official Rules and Regulations herein may, in the International Congress's sole determination, constitute a breach of the Agreement resulting in termination and forfeiture of any monies paid on account. Upon due notice of such termination, the International Congress shall have the right to revoke benefits and take possession of the exhibitor's space, remove all persons and properties, and hold the sponsor and/or exhibitor accountable for all liability, expenses, and damages arising from sponsor and/or exhibitor's breach/ violation of official Rules and Regulations.

### Lab Testing References:

- <http://www.wsj.com/articles/a-fast-growing-medical-lab-tests-anti-kickback-law-1410143403>

### Dietary Supplement References:

- <http://www.nytimes.com/2013/11/05/science/herbal-supplements-are-often-not-what-they-seem.html>

### Quality Assurance Programs:

- <https://www.consumerlab.com>
- <http://ods.od.nih.gov/Research>
- [AMRMQualityAssuranceProgram.aspx](http://AMRMQualityAssuranceProgram.aspx)