



DATE OF REGISTRATION

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Exhibitor Application

Please complete the following company information as it will appear in conference literature. All information must be provided.

FPMA will have up to seven (7) days to approve your application and booth selection. Any conference-related expenses will not be reimbursed by FPMA.

Please send the completed form via fax to FPMA at (850) 681-0899 or via email to Support@fpma.com

(Please print clearly and make a copy of this application for your records.)

PERSONAL INFORMATION

Company Name:

Contact Name: Phone:

Email: Fax:

Website:

Address:

City: State:

Zip Code:

EXHIBIT CATEGORIES Indicate one category that best describes your products and/or services.

Diagnostics Insurance Education Wound Care

Software Treatment & Operating Foot Devices Supplies

Pharmaceuticals Instruments & Equipment Publishing Other:

Company Description:

50 word minimum

SHIPPING/ELECTRICAL

Gulf Coast Expo

P: (813) 915 - 8066

See Exhibitor Rules and Regulations for more information.

THANK YOU FOR REGISTERING

Please be sure to review the information to ensure it is accurate, make a copy for your personal records, then remit this form to klambert@fpma.com

Exhibitor Booth Space Application

Booth Preference: Please review the available booth space in the FPMA Exhibit Hall grid BEFORE indicating your five booth preferences for SAM 2023.

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**Placement cannot be guaranteed, but every effort will be made to honor your first choice. In areas of conflict, priority will be given to companies that have demonstrated financial support to the Association, as well as attendance seniority.*

1st: 2nd: 3rd: 4th: 5th:

Please list exhibitors you do NOT want to be placed near.

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

BOOTH FEES

A deposit of **\$1,000 for single booth** and **\$1,800 for double booths** must accompany application to reserve a space. To avoid an additional charge of \$150 per booth, **full payment MUST be made on or before January 5, 2023.** *Please see "CANCELLATIONS" clause in the Exhibitor Rules and Regulations should you need to cancel. **No exhibit may be assembled until the booth fee is paid in full.**

Credit Card:

MasterCard Visa American Express

Credit Card Number

Expiration Date

CSC (3 or 4 digit code)

Charge For:

Entire booth cost Deposit Only

Signature: _____

COMPLIMENTARY NAME BADGES

It is our pleasure to include two (2) complimentary badges and two (2) complimentary lunches per booth. To receive a printed badge, all company representative names must be submitted to FPMA no later than **January 15, 2023.**

Badge Names: *Additional badges/lunches may be purchased for \$40.00 each

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Exhibitor Contract

Please read the Exhibitor Rules and Regulations portion of this application/contract and then sign and print your company name below.

I hereby agree to the conditions and stipulations in this contract as stated on the following two pages and declare myself authorized executive officer of the company stated in this contract.

Signature: _____

Company Name: _____

▶ **SPACE ASSIGNMENT, RESTRICTIONS, AND LAYOUT:**

Subletting or sharing space is not permitted. Exhibitor may not show, advertise, or offer any other products than those sold or manufactured by that Exhibitor in his or her regular course of business, as stated on the application form. Please review the Floor Plan layout provided via a link on the conference website carefully. All booth furnishings must conform to the Fire Marshal's regulations in the jurisdiction of the city of Lake Buena Vista, Florida and Disney Coronado Springs Resort.

▶ **GENERAL DISTURBANCES:**

All sound presentations in the exhibitor booth must be done in a sound-proof environment or with earphones, and must not disturb other exhibitors. If any exhibitor has equipment or devices that may disturb another exhibitor, because of noise or other objectionable features, they must notify the Association in writing prior to the conference and agree to accept a booth assignment as determined by the Association or the Exhibit Managers.

▶ **CANCELLATIONS:**

The Exhibitor may request, in writing, a refund as follows: Ninety (90) days prior to the meeting, a 100% refund will be issued, less a \$250 handling fee; eighty-nine (89) to thirty (30) days before the meeting, a 50% refund will be issued; less than thirty (30) days, no refund will be issued. If a confirmed Exhibitor does not occupy the booth for any reason, including failure to exhibit or arrive at the site, the Exhibitor is responsible for the total booth rental fee without refund.

▶ **EXHIBIT CONTRACTORS AND SHIPPING:**

All exhibit materials and equipment must be consigned to Gulf Coast Expo, and a bill of lading must be completed, with all charges fully prepaid. Materials and equipment may be stored at Gulf Coast Expo for a period of thirty (30) days prior to installation. Items shipped by your company should be addressed to your company and your booth number c/o Gulf Coast Expo, NOT the Florida Podiatric Medical Association. Shipping costs are not included in the booth price.

▶ **FURNISHINGS AND EQUIPMENT:**

Exhibit furnishings and equipment must be rented from Gulf Coast Expo. You will receive the necessary forms and information from Gulf Coast Expo to facilitate shipping and installation of your exhibit approximately forty-five (45) days prior to the show. All structural work, such as extra shelves, signs, display racks, spotlights, etc. must be approved by the Association and/or the Exhibit Managers. No supplies, materials, posters, or other objects shall be displayed, posted, tacked, nailed, pasted, or otherwise attached to columns, walls, floors, or any other parts of the building or furniture. All electrical equipment must conform to the Disney Coronado Springs Resort, Lake Buena Vista, Florida electrical code and must be approved by Underwriters Laboratory (U.S.) or another recognized authority. Volatile, flammable, radioactive, or explosive substances or other materials prohibited by Local Ordinance or by Insurance Carriers will not be permitted on the premises. If an outside contractor or other labor is used, a written notice to FPMA and Gulf Coast Expo and approval of such is required thirty (30) days in advance, and must be accompanied by a Certificate of Insurer certifying coverage of the same type and amount as hereafter provided.

Exhibitor Contract (Cont'd)

▶ **INSURANCE:**

All property of the exhibitor is to remain under the Exhibitor's custody and control to and from, or within, the confines of the exhibit area. FPMA, Disney Coronado Springs Resort, and Gulf Coast Expo do not provide insurance covering Exhibitors' property. Exhibitors shall carry comprehensive general liability coverage including premises, operations, and contractual liability coverage of at least \$500,000 for personal injury liability and \$500,000 for property damage liability. Statutory Workers Compensation with employer's liability, with a limit of at least \$100,000, must be obtained. The Exhibitor shall secure and furnish to FPMA one (1) month prior to the first licensed day of the facility usage (February 2, 2023), and must maintain during the entire license period, the above stated coverage. The policies shall provide that they will not be controlled or materially altered prior to the termination of the facility license period or until FPMA has been given at least one (1) month written notice of such cancellation or alterations.

▶ **SALES TAX:**

In accordance with Florida Statutes Section 212.18(3)(b)3, this exhibitor agreement authorizes the retail sales of tangible personal property or services subject to sales tax. The Exhibitor must register, or be registered, with the Florida Department of Revenue and collect and remit the tax imposed on such sales.

▶ **SECURITY:**

Loss prevention of Exhibitors' property will be a priority; however, neither FPMA, Gulf Coast Expo, the security service, nor the Disney Coronado Springs Resort will be responsible for loss or damage due to any cause.

▶ **LIABILITY:**

The Exhibitor hereby agrees to indemnify and hold harmless FPMA, its officers, members, agents and staff, and the Disney Coronado Springs Resort, its managers, officers, sponsors, employees, agents, successors, and assigns, and Gulf Coast Expo from any lawsuit or claim, including, but not limited to, an action relating to personal injury, product liability, false claims, or property damage or for loss of use of property by whomsoever sustained as a result of Exhibitor's participation in the exhibit, except only for damages or injury due to negligence or willful misconduct of the indemnities. The exhibitor assumes all responsibility for any and all loss, theft, or damage to exhibitor's displays, equipment, and other property while on Disney Coronado Springs Resort premises, and hereby waives any claim or demand it may have against Disney Coronado Springs Resort or its affiliates arising from such loss, theft, or damage. The exhibitor agrees, for the benefit of Disney Coronado Springs Resort and its affiliates, to comply with Disney Coronado Springs Resort policies and procedures for exhibitors, and all applicable laws, regulations, and codes. In addition, the exhibitor agrees to defend (if requested by and with counsel satisfactory to Disney Coronado Springs Resort), indemnify and hold harmless FPMA and Disney Coronado Springs Resort and their respective parent, subsidiary, and other affiliated or related companies from and against any liabilities, obligations, claims, damages, suits, costs, and expenses, including, without limitation, attorneys' fees and costs up through and including any appeal, arising from or in connection with the exhibitor's occupancy and use of the exhibition premises or any part thereof or any negligent act, error, or omission or willful misconduct of the exhibitor or its employees, contractors, subcontractors, or agents.

▶ **COMPLIANCE:**

The Exhibitor shall comply with all federal, state, and local laws, rules, and regulations, including, but not limited to, those relating to safe usage, advertising, and marketing of products and services. Devices which emit radiation, light waves, sound waves, or other emissions which require or should reasonably require the use of safety equipment shall not be used in the hall or any part of the hotel without express prior authorization of FPMA and Disney Coronado Springs Resort. The Exhibitor shall also comply with all provisions relating to continuing education for the Council for Podiatric Medical Education.

Exhibitor Contract (Cont'd)

▶ **FORCE MAJEURE:**

In the event that the Disney Coronado Springs Resort, or any part of the exhibit area thereof, is unavailable, whether for the entire event or a portion of the event, as a result of fire, flood, tempest, or any such cause, or as a result of governmental intervention, malicious damage, acts of war, strike, lock-out, labor dispute, riot, or any other cause or agency over which FPMA has control, or should FPMA decide that because of such causes it is necessary to cancel, postpone, or reset the exhibit or reduce the exhibit time or move out time, FPMA and Gulf Coast Expo shall not be liable to indemnify or reimburse the Exhibitor in respect to any damage or loss, direct or indirect, arising as a result thereof.

▶ **OTHER RULES:**

Canvassing or distribution of advertising, promotional materials, gifts, or refreshments outside the Exhibitor's assigned space is not permitted. Solicitations or conferences in the interest of business, except by Exhibitors, are prohibited on the premises during the conference. Hospitality suites and receptions may be allowed if no FPMA official function is scheduled. Written requests must be made sixty (60) days prior to the event for approval by FPMA.

▶ **VIOLATIONS:**

In the event an Exhibitor violates any provision of this agreement, the Association shall have the right, without liability whatsoever, to notify the agents, servants, employees, or other persons then operating Exhibitor's booth(s) and to close said booth(s) immediately and remove all the exhibits and other materials in the booth of the Exhibitor immediately upon notice. Furthermore, the Association shall have the additional right to bar the Exhibitor, his/her agents, servants, employees, or other representatives from the exhibit area and the exhibit hall and facilities and to enforce the provisions hereof by having the responsible local government official enforce this provision, all without liability to the Association, its agents, servants, employees, and contractors. If any provision of this agreement is breached by the Exhibitor or if the Exhibitor is in default hereunder, the Association shall have the right, and it is hereby authorized, to retain all monies therefore paid by the Exhibitor as liquidated damages. In addition to any powers, prerogatives, or remedies otherwise provided by the Association in this agreement, the Association shall have any and all rights and remedies otherwise available at law or equity.

▶ **AMENDMENTS:**

Any and all matters not specifically covered by the preceding rules and regulations and other terms and conditions contained in the Exhibitors Service Manual shall be subject to the decision of FPMA. FPMA shall have the full power to interpret, amend, or enforce these rules and regulations, provided any amendments or additions thereto are in conformance with the preceding sentence.

▶ **DEFAULT:**

Exhibitors will not be permitted to set up their exhibits or will be subject to eviction without refund if this contract is violated.

▶ **LAWS AND RULES APPLICABLE:**

This Agreement and accepted paid contract shall be governed by the laws, rules, and regulations of the State of Florida. The Exhibitor agrees to abide by the rules and regulations of the Disney Coronado Springs Resort while on resort property and understands where rules and regulations of the host hotel are more stringent than any of the above FPMA rules, such hotel regulations shall take precedence.

▶ **COVID-19 WAIVER:**

I agree that by registering for SAM 2023, I will indemnify and hold harmless Florida Podiatric Medical Association, its volunteers, employees, and others working on behalf of Florida Podiatric Medical Association against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Florida Podiatric Medical Association including loss of life, as a result of the pandemic.