

EXHIBITOR AGREEMENT

AMERICAN ACADEMY OF MEDICAL ACUPUNCTURE * 2008 ANNUAL SYMPOSIUM

Marriott Wardman Park Hotel * Washington, DC * April 11-13, 2008

PLEASE TYPE OR PRINT

Exhibiting Company (list exactly as it should appear in all listings of exhibitors):

Firm _____

Address _____

City, State, Zip _____

Phone _____ Fax _____ Email _____

Contact Person (for correspondence, including information on shipping, furniture, etc):

Name _____ Title: _____

All correspondence will be with the person listed above. The contact person is responsible for forwarding all materials to agents and/or representatives.

Signature: The exhibitor agrees to abide by all terms, conditions, and regulations as set forth in this Agreement and in the Rules and Regulations.

Signed _____ Date: _____

Location Request:

AAMA will assign all exhibit space based on a priority point system. Exhibit space assignments will be sent to Exhibiting company by email.

The following competitor companies should be avoided (list no more than 2 companies): _____

We understand that Academy Exhibits Management will make every effort to accommodate the request to avoid (or be close to) certain exhibitors, but may not be able to accommodate all special requests.

Payment: Full payment must be submitted with this Agreement. Send completed Agreement and payment to the American Academy of Medical Acupuncture, 4929 Wilshire Blvd, Suite 428, Los Angeles, CA 90010. Make check payable to AAMA or provide credit card information below. **Note:** No space will be assigned without accompanying payment. No exhibits will be allowed to set up unless paid in full two weeks prior to the meeting.

Option A – 8’x8’ Booth	Option B – Table-top
____ \$1,300 per booth by Feb 15, 2008	____ \$950 per space by Feb 15, 2008
____ \$1,450 per booth after Feb 15, 2008	____ \$1,100 per space after Feb 15, 2008
____ \$850 per booth by Feb 15, 2008 – Academy member*	____ \$700 per space by Feb 15, 2008 – Academy member*
____ \$1000 per booth after Feb 15, 2008 – Academy member*	____ \$850 per space after Feb 15, 2008 – Academy member*

* Discounted fee is available to Academy physician members registered for the Symposium. The member **MUST** be a principal in the business. Please provide member’s name and title in the company: _____

Credit Card Information – we authorize the amount indicated above to be charged to the following VISA or MasterCard:

Amount to be charged: _____ Account number _____ Exp Date _____

Name as it appears on the card: _____

Authorized Signature: _____

AAMA OFFICE USE ONLY

Accepted and agreed to: _____

Payment Received: _____ Booth Number(s): _____

PLEASE READ REVERSE SIDE. MAINTAIN COPY FOR YOUR RECORDS.

EXHIBITOR AGREEMENT

1. Exhibitor agrees that there will be a maximum of **two** company representatives for each our booth(s) present at any given time.
2. Exhibitor understands and agrees that the exhibit space will be assigned at the sole discretion of AAMA. The Academy will take into consideration the priority point system when assigning space. This system gives consideration to a company's past exhibit participation, level of participation and support, date application is received, among other considerations. Applications received after February 15, 2008, will be assigned on a first-come, first-served, space-available basis.
3. Exhibitor agrees to accept relocation in other exhibit space of comparable area should such relocation become necessary for causes beyond the Academy's control or advisable at the discretion of AAMA.
4. There will be a designated Exhibit Service Contractor for the Symposium. Forms for ordering additional furniture, electrical and telephone services, as well as shipping information will be in the Exhibitor Service Manual provided by the Exhibitor Service Contractor. Exhibitors will be solely responsible for arranging necessary services and for payment of any fees due the Official Service Contractor for services rendered.
5. Complete shipping instructions and information regarding additional furniture, audio visual rental, telephone and electrical services will be forwarded to exhibitors in the Exhibitor Service Manual. Exhibitor will be solely responsible for arranging these services with the appropriate contractor and for payment of all fees due these contractors for services rendered. *For the Table-Top option, no additional furnishing may be utilized.
6. For 2008 Symposium there are 2 options for exhibit space. The exhibit fee for Option A – 8'x8' Booth is \$1,300/each if requested, and paid for, by February 15, 2008. After February 15, the fee is \$1,450. Fee for Option A for member physicians, registered for the Symposium is \$850 if requested, and paid for, by February 15, 2008. After February 15, fee is \$1,000. Fee for Option B – Table-top is \$950 each if requested, and paid for by February 15, 2008. After February 15, the fee is \$1,100. Fees for Option B for member physicians, registered for the Symposium is \$700 if requested, and paid for, by February 15, 2008. After February 15, 2008, fee is \$850. The member physician **MUST** be a principal in the business and name and title should be provided on the Agreement form. The required fee is to be paid at the time of submission of this Agreement, and mailed to the American Academy of Medical Acupuncture, 4929 Wilshire Blvd, Suite 428, Los Angeles, CA 90010. No booth space will be assigned without accompanying payment. No exhibits will be allowed to set-up unless paid in full two weeks prior to the meeting.
7. Any cancellations must be in writing. Booth fees, less an administrative fee of \$150 will refunded if received in writing prior to March 22, 2008. No refunds will be given for cancellations received after March 22, 2008.
8. All exhibits must be in place by 9:00am on Friday, April 11, 2008. Dismantling may not begin before Noon on Sunday, April 13, 2008. Dismantling prior to Noon on Sunday could result in the loss of priority points earned for the 2008 Symposium.
9. All commercial, exhibit activity must be confined to the prescribed exhibit area and will not interfere with the educational components of the Symposium. Collateral materials, brochures cannot be placed on any tables outside of the exhibit area.
10. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, and defend, and hold harmless the American Academy of Medical Acupuncture, the Hotel, Official Exhibit Services Contractor, and their respective employees and agents against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney fees arising out of, or caused by exhibitor's installation, removal, maintenance, occupancy, or use of the exhibit area or a part thereof.
11. Exhibitors maintain sufficient liability insurance that covers all potential problems during the exhibit. In addition, exhibitor acknowledges that the AAMA and the Marriott Wardman Park do not maintain insurance covering exhibitor's property and that it is the sole responsibility of the exhibitor to obtain insurance covering such losses.
12. Exhibitors agree to abide by the **RULES AND REGULATIONS** for exhibits set forth in the Prospectus for the 2008 Symposium, which **RULES AND REGULATIONS** are made a part of this Agreement. This Agreement will be effective upon acceptance by AAMA.