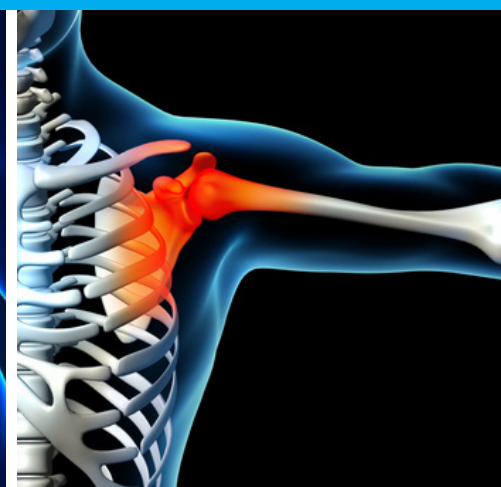




Manager's Meeting

Exhibitor Prospectus



Georgia Society of Rheumatology
2018 MANAGER'S MEETING
JUNE 2 - 3, 2018
THE RITZ CARLTON
AMELIA ISLAND
FERNANDINA BEACH, FLORIDA

Venue & Accommodations

Venue:

The Ritz-Carlton, Amelia Island
4750 Amelia Island Parkway
Fernandina Beach, FL 32034

Group room rates are available at The Ritz-Carlton, Amelia Island and at the Residence Inn - Amelia Island

The Ritz-Carlton, Amelia Island:

Please click on the following link to make your reservation: <https://aws.passkey.com/go/GSRVendor2018>.
Resort View - \$299.00 (Reservations must be made by May 1, 2018 to be guaranteed the group rate).

Residence Inn, Amelia Island:

Residence Inn Amelia Island - \$174.00 per night. Call 904-277-2440 and ask for the GSR Block.

Exhibitor Information

AGENDA

Saturday, June 2, 2018

7:00AM - 8:00AM	Exhibitor Setup
8:00AM - 9:00AM	Breakfast / Exhibits Open
9:00AM - 5:00PM	General Session
10:45AM - 11:15AM	Break and Exhibit Viewing
12:30PM - 1:30PM	Lunch
5:00PM	Reception with Exhibitors

Sunday, June 3, 2018

7:00AM - 8:00AM	Breakfast / Exhibits Open
8:00AM - 10:30AM	General Session
9:00AM - 9:30AM	Break and Exhibit Viewing

*Agenda times subject to change.

SET-UP & BREAK-DOWN

The exhibit area will be open for set-up from 7:00 - 8:00am on Saturday, June 2, 2018. Only one table per exhibitor is allowed unless additional tables are purchased. You may break down your exhibit at anytime; however, all exhibits must be fully broken down by 3:00 PM on Sunday, June 3, 2018.

LOAD-IN

Please ship all deliveries to arrive no earlier than 2 days prior to the event. All deliveries must be cleared and scheduled with the Event Services Department. The resort takes no responsibility for delivered items and cannot inventory items when they arrive. All service providers are to bring their own equipment (dollies, carts, etc) to facilitate load-in. Resort staff will not be available to assist with load in or load out. Unload of deliveries need to be done by the client's representatives or the shipping company. Companies are responsible for all of their shipping and handling fees. Please check with the hotel for their fees.

EXHIBITS OPEN

The exhibit area will be open for attendees to visit between 8:00am - 3:45pm on Saturday, June 2 and 8:00am - 10:30am on Sunday, June 3.

LOAD-OUT

If items need to be shipped out after the meeting, representatives may leave their deliveries in the exhibitor room; however, all shipping materials must be labeled. Representatives should have all the necessary forms needed to ship out packages as they will not be provided.

Patron Levels

DIAMOND LEVEL - \$5,000

- One minute company recognition before start of the meeting by Moderator
- A/V Support - Company logo will be displayed in the meeting room on the screen when lectures aren't in session (pre-meeting, breaks)
- Recognition as Saturday night reception sponsor.
- 50-words or less company description in attendee meeting materials
- Company logo noted as a Platinum Patron in attendee meeting materials
- Company logo on GSR website (on the Manager's meeting page) noted as a Platinum Patron with 'live' link to your company website
- Company logo on patron signage throughout the activity
- (5) Five representative name badges
- Exclusive top-placement in exhibit area
- Patron level ribbons on name badges
- One 6' exhibit table

PLATINUM LEVEL - \$2,500

- A/V Support - Company logo will be displayed in the meeting room on the screen when lectures aren't in session (pre-meeting, breaks)
- 50-words or less company description in attendee meeting materials
- Company logo noted as a Platinum Patron in attendee meeting materials
- Company logo on GSR website (on the Manager's meeting page) noted as a Platinum Patron with 'live' link to your company website
- Company logo on patron signage throughout the activity
- (3) Three representative name badges
- Exclusive top-placement in exhibit area
- Patron level ribbons on name badges
- One 6' exhibit table

GOLD LEVEL - \$2,000

- 50-words or less company description in attendee meeting materials
- Company logo noted as a Gold Patron in attendee meeting materials
- Company logo on GSR website (on the Manager's meeting page) noted as a Gold Patron with 'live' link to your company website
- Company logo on patron signage throughout the activity
- (2) Two representative name badges
- Priority placement in exhibit area
- Patron level ribbons on name badges
- One 6' exhibit table

SILVER LEVEL - \$1,500

- 50-words or less company description in attendee meeting materials
- Company name noted as a Silver Patron in attendee meeting materials
- Company name on GSR website (on the Manager's meeting page) noted as a Silver Patron with 'live' link to your company website
- Company logo on patron signage throughout the activity
- (1) One representative name badge
- Assigned placement in exhibit area
- Patron level ribbons on name badge
- One 6' exhibit table

BRONZE LEVEL - \$1,000

- Company name noted as a Bronze Patron in attendee meeting materials
 - Company name on GSR website (on the Manager's meeting page) noted as a Bronze Patron
 - Company logo on patron signage throughout the activity
 - (1) One representative name badge
 - Assigned placement in exhibit area
 - Patron level ribbons on name badges
 - One 6' exhibit table
- * additional rep is not available with this level.

**Registration fees go up \$100 on May 3

Exhibitor Registration Form

Georgia Society of Rheumatology (GSR) Manager's Meeting Meeting • June 2-3, 2018 • Amelia Island, Florida

CONTACT INFORMATION

Company Name

Main Contact Name

City State Zip Code

Email

Phone # Fax #

EXHIBITOR ATTENDEES

Main Attendee/Name Badge 1 Email

Name Badge 2 (silver level or higher) Email

*For silver, gold, platinum and diamond sponsors, please email
Cathy Jones: cathy@theassociationcompany.com with additional
representatives and emails.

CHOOSE A SUPPORT LEVEL

Before May 3

After May 3

☐ Diamond \$5,000
☐ Platinum \$2,500
☐ Gold \$2,000
☐ Silver \$1,500
☐ Bronze* \$1,000

☐ Diamond \$5,100
☐ Platinum \$2,600
☐ Gold \$2,100
☐ Silver \$1,600
☐ Bronze* \$1,100

☐ Additional Representatives - \$100 each

QTY

REGISTRATION TOTAL

Support Level Subtotal

Add-On Option Subtotal

TOTAL \$

PAYMENT INFORMATION

Check (make payable to GSR)

☐ AMEX ☐ MC

☐ VISA ☐ Discover

Card Number

Exp. Date CVV Code

Name as it appears on card

Billing Address

City

State Zip

SUBMIT COMPLETED FORMS/PAYMENT

Submission Checklist:

☐ Registration Form
☐ Contract
☐ Payment

ONLINE:

<https://www.123signup.com/event?id=pdznx>

EMAIL: cathy@theassociationcompany.com

FAX: (305) 422-3327

MAIL:

GSR

6134 Poplar Bluff Circle, Ste. 101
Norcross, GA 30092

CONTRACT

EXHIBITOR CONTRACT TERMS

1. If purchased, each company will have one (1) table for the GSR Manager's Meeting.
2. Exhibitors are required to have a representative at their table at all times during exhibit hours.
3. The number of sales representatives allowed to exhibit at the meeting are based upon number assigned in patron level. Each additional representative is \$100.
4. Exhibitor set-up begins at 7:00AM Saturday, June 2, 2018 and break-down must be completed by 3:00PM on Sunday, June 3, 2018.
5. All sound equipment must be regulated so that it does not disturb neighboring exhibits.
6. Georgia Society of Rheumatology reserves the right to determine at what point sound constitutes interference with others and must be discontinued. Due to regulations by the music industry regarding music at public meetings, conventions and shows, exhibitors may not play music during the trade show, either live or recorded.
7. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allotted to them.
8. GSR authorizes exhibitors to make retail sales of tangible personal property or service subject to sales tax. The exhibitor shall be solely responsible for any local, state or federal tax liability resulting from this contract or other tax implication arising from activities while exhibiting at the meeting.
9. Booths must be kept clean. The floor and display areas of the booth must be clear of debris. Exhibitors will be liable for any extra clean-up costs incurred due to displays, food machines and other means.
10. Use of electrical current is confined to lighting or the operation of such equipment that is harmless, noiseless and does not release undesirable odors.
11. Objectionable practices by exhibitors or official suppliers should be reported immediately to GSR management and not after the show is completed.
12. No children under 16 years of age will be allowed in the exhibit area at any time, unless accompanied by an adult.
13. It is agreed that GSR and the host facility shall not be liable for any damage to, or destruction of, any exhibit from any cause or for the theft or disappearance of any exhibit or any property contained in or about the exhibit booth area.
14. The exhibitor agrees to indemnify and hold harmless GSR and the host facility or their employees or their representatives against any and all liabilities for damage, injury or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees or their representatives.
15. GSR will only refund exhibitors who are pre-registered the cost of booth space and will not be held responsible or liable for charges or damages for any failure of performance due to acts of nature, labor disputes, and shortage of materials, governmental authority, or other circumstances beyond reasonable control of either party.
16. Neither GSR nor the host facility maintains insurance covering property brought onto or stored on the aquarium's premises by exhibitors and it is the responsibility of the exhibitor to obtain or maintain such coverage at their own expense.
17. Exhibitors will not offer educational/training programs within the show facility simultaneous to the GSR and related programs.
18. This agreement includes a one-time list of pre-show and post-show attendees.

EXHIBIT CONSTRUCTION

19. All electrical work and electrical wiring must be approved and installed in accordance with regulations established by the officials of the Fire Marshal's Office.
20. No construction will be allowed at the sides or above the booth that may obscure the view of any adjacent booths.
21. All materials used for decorating must be flameproof.
22. Construction and signs that are above 8 feet in height must be approved by the GSR.
23. All applicable cities, county and state codes and ordinances must be complied with as well as those of the host facility.
24. Nothing shall be posted on, tacked, nailed or otherwise affixed to columns, walls, floors or other parts of the buildings, furniture or equipment.
25. In order to meet the set-up deadline, the GSR management reserves the right to order labor to set-up any exhibit that is not in the process of being erected by 7:00AM Saturday, June 2, 2018. The cost for this labor will be paid by the exhibitor. All exhibits must be fully broken down by 3:00PM, Sunday, June 3, 2018.
26. The interpretation of all rules and regulations is the responsibility of the GSR Executive Committees or their designated representative. All decisions of said group or representatives are final.

REFUND POLICY

27. Cancellations for all registered exhibitors 30+ days prior to Saturday, June 3, 2017 are eligible for 50% refund. Cancellation 29 days or less before Saturday, June 3, 2017 are not eligible for a refund.

Signature: _____ Date: _____

By signing this document, I agree and adhere to all policies and regulations. I guarantee payment in full due to the amount indicated on the exhibitor registration form before or on the date of the meeting or I understand that my company will not be able to exhibit. If for any reason, the meeting must be cancelled, management is not liable for any costs other than entry space fees that are already pre-paid. If the date or location must be changed for any reasons beyond management's control, it is agreed that the booth fee is non-refundable as a date or location change will be provided. Should my company decide to cancel this agreement and not exhibit at the event, a 50% refund will be issued if cancelled 30+ days prior to Friday, June 3, 2018. Cancellations 29 days or less before Saturday, June 2, 2018 are not eligible for a refund. Must allow 6-8 weeks for refund processing.



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www.garheumatology.org