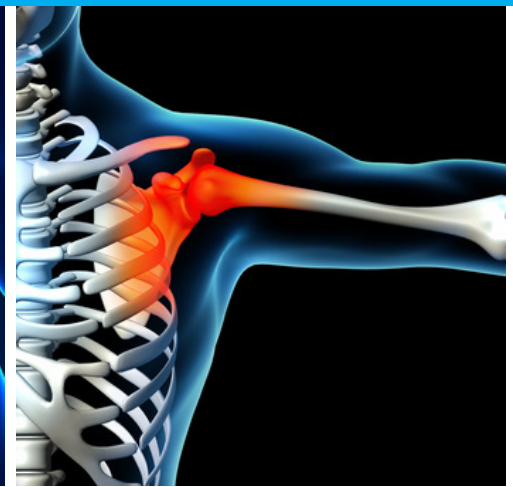




MANAGER'S MEETING

EXHIBITOR PROSPECTUS



GSR

2015 MANAGER'S MEETING
SATURDAY, JUNE 13, 2015
RITZ CARLTON LODGE
GREENSBORO, GA

VENUE & ACCOMMODATIONS

The Ritz-Carlton Lodge, Reynolds Plantation
One Lake Oconee Trail, Greensboro, Georgia 30642
<http://www.ritzcarlton.com/en/Properties/ReynoldsPlantation/Default.htm>

PLEASE NOTE: The GSR Room block at the Ritz-Carlton is currently full and the resort is nearly sold out. You are welcome to call Renada Jackson, the GSR Group Reservations Coordinator at 706-467-7053, to see if something has opened up.

ALTERNATIVE LODGING OPTIONS

Reynolds Plantation
<https://www.reynoldsplantation.com/visit/where-stay>
706-467-1658, bwyatt@reynoldsplantation.com
5 - 10 minutes from the Ritz-Carlton
2-4 BR Condos and Cottages

Cuscowilla on Lake Oconee
706-484-0050 , <http://www.cuscowilla.com>
120 Cuscowilla Drive, Eatonton, GA 31024
7 miles from the Ritz-Carlton
Lodge Villa Studio - \$165 GSR Room Block

EXHIBITOR INFORMATION

SET-UP & BREAK-DOWN

The exhibit area will be open for set-up from 6:30 - 8:00am on Saturday, June 13, 2015. 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 June 13, 2015.

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 - 2:00pm on Saturday, June 13. Exact break times will be available soon.

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

Platinum Level

\$2,000

- 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)
- 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
- Three representative name badge
- Exclusive top-placement in exhibit area
- Patron level ribbons on name badges
- One 6' exhibit table

Gold Level

\$1,500

- 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
- Two representative name badge
- Priority placement in exhibit area
- Patron level ribbons on name badges
- One 6' exhibit table

Silver Level

\$1,000

- 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
- One representative name badge
- Assigned placement in exhibit area
- Patron level ribbons on name badge
- One 6' exhibit table

Bronze Level

\$750

- 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 with 'live' link to your company website
- Company logo on patron signage throughout the activity
- One representative name badge
- Assigned placement in exhibit area
- Patron level ribbons on name badges
- One 6' exhibit table

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 6:30AM Saturday, June 13, 2015 and break-down must be completed by 3:00PM on Saturday, June 13, 2015.
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 13, 2015. The cost for this labor will be paid by the exhibitor. All exhibits must be fully broken down by 3:00PM, Saturday, June 13, 2015.
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 Friday, June 12, 2015 are eligible for 50% refund. Cancellation 29 days or less before Friday, June 12, 2015 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 12, 2015. Cancellations 29 days or less before Friday, June 12, 2015 are not eligible for a refund. Must allow 6-8 weeks for refund processing.

EXHIBITOR REGISTRATION FORM

Georgia Society of Rheumatology (GSR) Manager's Meeting Meeting • June 13, 2015 • Lake Oconee, GA

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 Email

Names of Additional Attendees (refer to patron level for # of reps included; otherwise each additional rep above 2 is \$100):

CHOOSE A SUPPORT LEVEL

Before June 4

After June 4

☐ Platinum \$2,000
☐ Gold \$1,500
☐ Silver \$1,000
☐ Bronze* \$750

☐ Platinum \$2,100
☐ Gold \$1,600
☐ Silver \$1,100
☐ Bronze* \$850

☐ 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=ykmbb>

EMAIL: cparris@parrisandassociates.net

FAX: (305) 422-3327

MAIL:
GSR

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