

**Indiana
Society for
Respiratory
Care**



POST OFFICE BOX 50987, INDIANAPOLIS, INDIANA 46250-0987

Dear Exhibitor,

The Indiana Society for Respiratory Care Program Committee is pleased to invite you to our 2008 Respiratory Care Seminar. The seminar travels to Lafayette this year, and will be held at the Purdue University Conference Center on the University campus in West Lafayette on October 8–10. Again this year we expect approximately 300 participants from Indiana and the surrounding states.

This year the seminar will be two and a half days, Wednesday will be a full day program focusing on both sleep medicine and respiratory care, while Thursday and Friday's will devoted to all aspects of respiratory care.

Vendor booths will be available Wednesday and Thursday, with discounted packages available for both days. Special sponsorships packages are also available. Booth rental and sponsor packages are outlined on the accompanying application. If you have any questions, please feel free to call Craig Traxler at (260) 373-4372 or email ctraxler@in-isrc.org. **Get your application in early, because booth space is limited.**

This year the seminar will center on a Halloween theme. The therapists attending the conference will choose a "Best of Show" Booth. The Program Committee also will recognize one sponsor for outstanding support of our state society.

Please return your completed packet to:

Exhibits Coordinator
Indiana Society for Respiratory Care
PO Box 50987
Indianapolis, IN 46250-0987

We look forward to seeing you at the show.

Craig Traxler
ISRC Exhibits Coordinator

Pat Ingle
ISRC Program Chairperson

ISRC SEMINAR 2008 – VENDOR INFORMATION SHEET

EXHIBITOR/SPONSOR RATES

All booths are 8' x 8'. Booth Rental includes a six foot draped table, two chairs, and registration for two attendants. Additional attendants may be registered for a fee of \$50.00 each (maximum of 4 additional). Lunch is not provided. (*Electricity is not included in the above price*).

WEDNESDAY and THURSDAY EXHIBITOR / VENDOR. (Respiratory Care and Sleep Medicine)
\$650.00 if paid by 9/5/08. After 9/5/08, cost will be \$675.00. Booths assigned by the ISRC Exhibit coordinator. Special consideration will be given to sponsors.

WEDNESDAY ONLY EXHIBITOR / VENDOR. (Respiratory Care and Sleep Medicine)
\$400.00 if paid by 9/5/08. After 9/05/08, cost will be \$425.00. Booths assigned by the ISRC Exhibit coordinator. Special consideration will be given to sponsors.

THURSDAY ONLY EXHIBITOR / VENDOR. (Respiratory Care)
\$400.00 if paid by 9/5/08. After 9/5/08, cost will be \$425.00. Booths assigned by the ISRC Exhibit coordinator. Special consideration will be given to sponsors.

BREAK SPONSOR. Donation in the amount of \$850.00. One (1) day booth included. Sponsors responding by 6/15/08 will be recognized at the seminar.

SPEAKER SPONSOR. Donation to be determined based on speaker expenses. Minimum donation of \$1,250.00 for local speaker. Two Days booth included. Sponsors responding by 6/15/08 will be recognized publicly at the seminar.

VENDOR RULES AND REGULATIONS

All cylinders containing oxygen, compressed air or other medical gas must be secured by strap, stand or cart to prevent tip over. Exhibitors not complying with this regulation will not be permitted to use such cylinders in the exhibit area.

Each exhibitor must make provisions for the safeguarding of his goods, materials, equipment, and displays at all times. The hotel provides regular building security for the safety, protection and convenience of guests and Conference Center property. The Society will not be responsible for loss of any material or for any cause.

Each exhibitor must keep an attendant in his/her display during the open hours of the exhibition as listed under "Exhibit Hours" listed elsewhere in this application.

Distribution of refreshments or other products for consumption on the premises will be limited to packaged items (i.e., wrapped candies, bottled water). Non-packaged items such as fresh cookies, etc are not permitted.

Individuals, manufacturers, dealers or firms conducting business or attempting to solicit in the exhibit area, hotel property or immediate vicinity, without having secured booth space, will be expelled from the meeting.

All of the exhibitor's activities must be kept within the area they have contracted. No person, signs, distribution of materials or other attention-attracting devices will be permitted outside the area. Exhibitors shall be bound by the contract and all business activities shall be conducted within the allotted exhibit area.

Exhibitors violating any of the Exhibit Rules and Regulation will be subject to expulsion from the convention. Determination of such violations will be made by the ISRC Program Chairperson and Exhibits Coordinator.

EXHIBITOR AGREEMENT: ISRC SEMINAR, October 8 – 10, 2008

THIS AGREEMENT is made by and between the Indiana Society for Respiratory Care, hereinafter referred to as ISRC and _____, herein after referred to as Exhibitor.

WITNESSETH. In consideration of the promises and mutual covenants herein contained, the parties agree as follows:

FIRST. ISRC will permit Exhibitor to occupy booth(s) during the State Meeting and Exhibition. Booth set up will be as listed in the Schedule for Exhibitors below. An attendant must be present in booth during all exhibit hours.

SECOND. Exhibitor will pay booth rental to ISRC as described in the Booth Rental Information on the attached sheet.

THIRD. The Exhibitor has the right to cancel this agreement, without penalty, thirty (30) days prior to the State Meeting. Cancellation to be effective when written notice is received by ISRC Exhibits Coordinator. In the event of cancellation, all rights, liabilities, and obligations shall terminate.

FOURTH. In the event that Exhibitor cancels this agreement less than thirty (30) days prior to the State Meeting, all rights, duties, liabilities, and obligations shall terminate, except the Exhibitor agrees to pay ISRC one-fourth the rental fee. ISRC shall retain the penalty fee from the payment made by Exhibitor. Such cancellation shall be effective when written notice is received by ISRC Exhibits Coordinator.

FIFTH. In the event the Exhibitor cancels this agreement any time less than ten (10) days prior to the State Meeting, the Exhibitor shall remain liable for and agrees to pay ISRC the full rental fee reserved hereunder.

SIXTH. Exhibitor agrees not to sublet to any other person or organization any right to occupy any booth, or part of any booth, covered by this agreement without first obtaining the written consent of an authorized ISRC member.

SEVENTH. Exhibitor hereby indemnifies ISRC against and hold ISRC harmless from any and all claims arising from the death of or injury to Exhibitor or Exhibitor’s personnel and from any and all claims arising from the loss or damage to Exhibitor’s property during the period in which ISRC occupies the Purdue University Conference Center.

IN WITNESS WHEREOF, the parties have executed this contract on the dates set forth below.

Schedule for Exhibitors:

Tuesday October 7, 2008

7:30pm - 9:00pm.....Set up and registration for Wednesday Exhibitors

Wednesday, October 8, 2008

7:00am-8:00am..... Set up and registration

8:00am-4:00pm..... Exhibits Hours

4:00pm Take Down Exhibits (for Wednesday only exhibitors)

Thursday, October 9, 2008

7:00am-8:00am..... Set up and registration

8:00am-4:00pm..... Exhibits Hours

4:00 pm Take Down Exhibits

The exhibit hall will be locked at night, but the ISRC is not responsible for security.

ISRC SEMINAR 2008 – EXHIBITOR/SPONSOR REGISTRATION

Name of Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Name of Contact: _____

E-mail: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of the two Booth Attendants:

1) _____ 2) _____

We do not wish to be placed next to the following companies*: _____

**The ISRC makes no guarantees concerning booth placement.*

Booth selection:

List any additional booth attendees (**\$50 each**)

Total Fee

<input type="checkbox"/>	Wednesday and Thursday Early Registration \$650 prior to 9/5/08 Regular \$675 after 9/5/08		
<input type="checkbox"/>	Wednesday only Early Registration \$400 prior to 9/5/08 Regular \$425 after 9/5/08		
<input type="checkbox"/>	Thursday only Early Registration \$400 prior to 9/5/08 Regular \$425 after 9/5/08		
<input type="checkbox"/>	Break Sponsor – Both Days		
<input type="checkbox"/>	Speaker Sponsor – Both Days		

Payment must accompany this contract/application This contract/application must be signed before exhibit space will be allocated This contract/application will not be effective until accepted by the ISRC Exhibits Coordinator. Should you wish to pay with credit card, please go to our website: www.in-isrc.org and follow the "Vendor Links" to the Pay Pal site

Exhibitor's Authorized Representative:

Signed: _____

Date: _____