

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 2006 Respiratory Care Seminar. The date for next year's conference is September 21 and 22. This year our conference will be at the Bloomington Convention Center, in downtown Bloomington, Indiana.

Every year our state seminar brings about 400 participants from Indiana and the surrounding states.

Please find attached an application and contract for booth space. Remember, space is limited.

The therapists attending the conference will choose a "Best of Show" Booth. We also will recognize one sponsor for outstanding support of our state society. These awards will be announced prior to the last break on Thursday September 21. The theme for this year's seminar is "**Twister....Welcome Back to Bloomington**".

Booth Size: all booths are 8' X 8'

Schedule for Exhibitors:

Wednesday September 20, 2006
6:00pm - 8:00pm.....Set up and registration

Thursday, September 21, 2006
7:00am-8:00am.....Set up and registration
8:00am-5:00pm.....Exhibits Hours
5:00pm.....Take Down Exhibits

Booth Rental of \$400.00 Includes:

A six foot draped table, two chairs, and registration for two attendants (**electricity is not included in the above price, contact vendor coordinator for electrical needs**). Lunch is not provided.
Additional attendants may be registered for a fee of \$50.00 each (maximum of 4 additional).

Sponsorships are also available. If you would like to sponsor a speaker or a break, please check appropriate boxes on the next page. If you have any questions, please feel free to call Mary Todd at 812-485-4257 or email marytodd25@yahoo.com.

We look forward to seeing you at the show.

Mary Todd
ISRC Exhibits Coordinator/President

Craig Traxler
Program Committee Chair

ISRC Seminar

September 21 & 22 2006
Booth Selection Contract

Contract provisions are listed on the reverse side. 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.

____ EXHIBITOR / VENDOR. Number of booths requested ____ @ \$400.00 if paid by 8/22/06. After 8/22/06, 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 \$750.00 enclosed. Booth included. Brochure listing and sponsor sign will be provided if received by **5/20/06**.

____ SPEAKER SPONSOR. Donation to be determined based on speaker expenses. Minimum donation of \$1000.00 for local speaker. Booth included. Brochure listing and sponsor sign will be provided if received by **5/20/06**.

____ DONOR. We cannot participate, but wish to contribute \$ _____ to the seminar. Donors will be recognized by the ISRC President at the event.

- Limited space is available for respiratory related advertisement in our official program booklet that will be distributed to all participants. If interested please contact Mary Todd by August 31 at 812-749-4308 or marytodd25@yahoo.com.

Electrical needs will cost extra and must be Pre-arranged with the Bloomington Convention Center! Accommodations on site will not be possible!

Name of Company: _____

Address: _____

City _____ State _____ Zip _____

Telephone: _____ Fax: _____

Name of Contact: _____ Email _____

Address: _____

City _____ State _____ Zip _____

Name of the two Booth Attendants:

Number of additional attendants _____ @ \$50.00 each

Name(s) of additional attendants _____

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

Your check must accompany your contract/application

Make checks payable to Indiana Society for Respiratory Care

Mail application and check to: ISRC

ATTN: VENDOR COORDINATOR

P.O. BOX 50987

INDIANAPOLIS, IN 46250-0987

Phone – 812-485-4257

EXHIBITOR AGREEMENT: ISRC, September 21 & 22 2006

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. That in consideration of the premises 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 from 6:00 to 8:00pm Wednesday, September 20, 2006 and from 7:00am to 8:00am Thursday, September 21, 2006. An attendant must be present in booth during all exhibit hours.

SECOND. Exhibitor will pay booth rental to ISRC as follows:

\$400.00 per each 8' X 8' booth
all booths reserved after 8/22/06 are \$425.00each

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 Bloomington Convention Center.

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

Exhibitor's Authorized Representative

Signed: _____

Date: _____

The following rules and regulations are not intended to restrict exhibitors, but to provide an environment where all exhibitors can operate efficiently without undue interference from other exhibitors.

- 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 Convention 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 (ie: 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.