



2010 SUPPORT OPPORTUNITIES AND EXHIBITOR PROSPECTUS

EXHIBIT DATES AND HOURS

Saturday, October 23, 2010

7:00 AM to 12:30 PM

INSTALLATION OF EXHIBITS

The exhibit area will be available for setup from 6:00 AM – 7:00 AM on Saturday, October 23, 2010. All exhibits must be set by 7:00 AM without exception. Assembly of exhibits during the regularly scheduled exhibit hours will not be permitted.

EXHIBIT SPACE

Each exhibit space will include one 6' by 30" draped table and two chairs. Exhibits will be **TABLETOP ONLY**. No free standing floor displays will be permitted. Standing equipment may be used **in lieu** of a table, but requests must be sent in writing at the time of application submission to the Chapter's office for approval.

DISMANTLING OF EXHIBITS

All exhibits must remain intact until the official closing time of 12:30 PM on Saturday, October 23rd and may not be dismantled or removed, in whole or in part, before that time. After the close of exhibits, all material must be removed no later than 3:00 PM on Saturday, October 23rd.

SPACE ASSIGNMENT

Preferred space will be given to those companies who are also a Gold Supporter. After September 1, 2010, all other companies will be assigned in the order in which the applications, with payment, are received. Exhibitors wishing to avoid assignment of space adjacent to a particular company should indicate this on their application. Careful consideration will be given to such requests. The Chapter has the right to alter the Floor Plan at any time and will inform all effected exhibiting companies accordingly.

PAYMENT AND LEVELS OF SUPPORT

EXHIBIT ONLY	\$1,000	Exhibit includes one 6' x 30" table and 2 chairs and 2 invitations to the luncheon.
GOLD SUPPORT	\$2,500	Gold Support includes one Tabletop Exhibit, Shared signage and listing in all meeting communication materials (print and electronic) with other Gold Supporters, your weblink on the NNE-ACC Annual Meeting website, Scientific Session on-screen acknowledgement slide, 2 complimentary registrations for the scientific sessions, and 4 invitations to the luncheon.

Checks should be made payable to **The Northern New England Chapter of the ACC**, and mailed to:

Stan Alger, Executive Director
 Northern New England Chapter of the ACC
 900 Cummings Center, Suite 221-U, Beverly, MA 01915
 Telephone: (978) 927-8330 x509 Facsimile: (978) 524-0498



ELECTRICAL AND TELEPHONE

An order form will be provided for these services in the Exhibitor Service Kit.

SHIPPING INSTRUCTIONS- **PLEASE READ CAREFULLY**

All shipments must be prepaid. Material must be scheduled to arrive at the hotel no earlier than Thursday, October 21, 2010. If there are multiple boxes in a shipment they must be numbered. Shipments should be sent directly to:

**SHERATON HARBORSIDE PORTSMOUTH HOTEL & CONFERENCE CENTER
250 MARKET STREET
PORTSMOUTH, NH 03801
(603) 431-2300**

**ATTN: 2010 Annual Meeting
Northern New England Chapter of the ACC
October 23, 2010
Exhibitor Name / Table #**

Return shipments: The hotel will assist with any shipments using FedEx and UPS. The Exhibitor must provide his/her own shipping labels

INFRINGEMENT

Interviews, demonstrations and the distribution of literature or samples must be made within the exhibitor's assigned area. Canvassing or distributing of advertising materials outside the exhibitor's own space will not be permitted.

CONDUCT OF EXHIBITS

No drawings, raffles or quiz-type contests of any type will be permitted. No bags or containers for collection of samples are to be distributed by Exhibitors. This applies to any envelope, folder or portfolio, box, etc., that provides carrying space for more than a single sample. Electrical or other mechanical apparatus must be muffled so the noise does not interfere with other exhibitors. Character of the exhibits is subject to the approval of the Chapter. The right is reserved to refuse Applications, which do not meet standards required or expected, as well as the right to curtail exhibits or parts of exhibits, which conflict with character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of persons, etc.

FIRE PROTECTION

All material used in the exhibit area must be flame-proofed and fire-resistant in order to conform to the local fire ordinances and in accordance with regulations established by the local Fire Department. Crepe paper or corrugated paper, flame-proofed or otherwise, will not be permitted. Paper is not to be used in crating merchandise. Display racks, signs, spotlights, and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau. Any exhibits or parts thereof found not to be fireproof will be dismantled. All aisles and exits must be kept clear at all times. Fire stations and fire extinguisher equipment are not to be covered or obstructed.

EXHIBIT PERSONNEL

All participants affiliated with exhibits must be registered. Each person will be issued an exhibitor's badge and must be employed by the Exhibitor or have a direct business affiliation. Each company is allotted **two (2) badges per tabletop** space purchased. Additional badges are \$25 each.



SPECIAL NEEDS

Please contact Lorraine O'Grady at the Northern New England Chapter of the American College of Cardiology administrative office (978.927.8330 ext.547) if you have a disability which will require special accommodation.

SECURITY

The safekeeping of the Exhibitor's property shall remain the responsibility of the Exhibitor. The Northern New England Chapter of the American College of Cardiology assumes no responsibility for any losses sustained by the Exhibitor.

PROTECTION OF THE HOTEL BUILDING

Exhibitors will be held liable for any damage caused to the hotel property, and no material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors, or other parts or portions of the hotel building or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the Exhibitor.

INSURANCE LIABILITY STATEMENT

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save the Northern New England Chapter of the American College of Cardiology, Professional Relations and Research Institute, Inc. (PRRI), the Sheraton Harborside Portsmouth Hotel And Conference Center, its affiliates and employees harmless against all claims, losses and damages to persons or property, governmental charges of fines and attorneys' fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of the Sheraton Harborside Portsmouth Hotel And Conference Center, its affiliates and employees.

In addition, Exhibitor acknowledges that the Northern New England Chapter of the American College of Cardiology, PRRI, and the Sheraton Harborside Portsmouth Hotel And Conference Center do not maintain insurance covering Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain business interruption and property damage insurance covering such losses by Exhibitor.

FOR FURTHER INFORMATION CONTACT:

Stan Alger, Executive Director
Northern New England Chapter of the American College of Cardiology
900 Cummings Center, Suite 221-U
Beverly, MA 01915
Telephone: (978) 927-8330 x509
Facsimile: (978) 524-0498
e-mail: salger@prri.com



SUPPORT OPPORTUNITIES & EXHIBIT REQUEST FORM



Northern New England
CHAPTER (ME, NH & VT)

2010 Annual Meeting

www.nneacc.org

MEETING DATE:
Saturday, October 23, 2010

Sheraton Harborside Hotel
250 Market Street
Portsmouth, NH 03801
(603) 431-2300

Company: _____

Contact: _____ Title: _____

Address: _____

City: _____ State: _____ ZIP: _____

Daytime Phone: _____ FAX: _____

Email: _____

Once the Chapter receives your **Support Opportunities & Exhibit Space Request Form**, you will be notified regarding the Chapter's approval of your request. Supporters other than exhibitors are required to complete an approved **Letter of Agreement** for all activities. If a supporting company requires its own Letter of Agreement, that agreement must be submitted for approval. An approved NNE-ACC Letter of Agreement will be provided as necessary.

PLEASE SELECT YOUR SUPPORT PREFERENCE BELOW:

- GOLD SPONSORSHIP - \$2,500**
Gold Support includes one (1) Tabletop Exhibit, Shared signage and listing in all meeting communication materials (print and electronic) with other Gold Supporters, your weblink on the NNE-ACC Annual Meeting website, Scientific Session on-screen acknowledgement slide, 2 complimentary registrations for the scientific sessions, and 4 invitations to the luncheon.
- EXHIBIT ONLY - \$1,000**
Exhibit includes one (1) 6' x 30" table and 2 chairs and 2 invitations to the luncheon.

Please avoid space assignment adjacent to the following companies:

Checks should be made payable to
The Northern New England Chapter of the ACC

Please charge my Exhibit Fees to the following credit card:



COMPLETE & RETURN TO:

Stan Alger
Northern New England Chapter
of the American College of
Cardiology
900 Cummings Center
Suite 221-U
Beverly, MA 01915
Phone: 978-927-8330 x509
FAX: 978-524-0498
Email: salger@prri.com

Name As It Appears on Credit Card: _____

Billing Address of Card Holder: _____

City: _____ State: _____ Zip: _____

Credit Card #: _____ Expiration Date: _____ / _____

Security Code: _____ (See card images below) Where is your Card Security Code? Your credit card's security code is a 3- or 4- digit number located on its front or back of your credit card

Signature: _____

I would like to pay by check (enclosed).