



## EXHIBITOR AGREEMENT

1. Exhibitor agrees that there will be a maximum of **two** company representatives for each our booth(s) present at any given time.
2. Exhibitor understands and agrees that the exhibit space will be assigned at the sole discretion of AAMA. The Academy will assign space on a priority point system. Points will be totaled and applied to each application accompanied by full payment and received on or before February 13, 2004. Priority space will be assigned beginning with the exhibitor having the largest number of points. If two or more companies request the same space and have an equal number of points, the first contract received is given preference. Applications received after February 13, 2004, will be assigned on a first-come, first-served, space-available basis.
3. Exhibitor agrees to accept relocation in other exhibit space of comparable area should such relocation become necessary for causes beyond the Academy's control or advisable at the discretion of AAMA.
4. J&J Exhibitors Services is the Official Service Contractor. All services customarily required by exhibitors will be available. No other contractors will be permitted without prior approval by AAMA. Exhibitors will be solely responsible for arranging necessary services and for payment of any fees due the Official Service Contractor for services rendered.
5. Complete shipping instructions and information regarding furniture and audio visual rental, and electrical services will be forwarded to exhibitors in the Exhibitor Service Manual. Exhibitor will be solely responsible for arranging these services with the appropriate contractor and for payment of all fees due these contractors for services rendered.
6. The exhibit fee for each booth is \$1,000 if requested, and paid for, by February 13, 2004. After February 13, the exhibit fee for each booth is \$1,150. Fee for each booth for member physicians, registered for the Symposium is \$650 if requested, and paid for, by February 13, 2004. After February 13, member physician fee is \$800. The member physician **MUST** be a principal in the business and name and title should be provided on the Agreement form. The required fee is to be paid at the time of submission of this Agreement, and mailed to the American Academy of Medical Acupuncture, 4929 Wilshire Blvd, Suite 428, Los Angeles, CA 90010. No booth space will be assigned without accompanying payment. No exhibits will be allowed to set-up unless paid in full two weeks prior to the meeting.
7. Any cancellations must be in writing. Booth fees, less an administrative fee of \$150 will refunded if received in writing prior to March 16, 2004. No refunds will be given for cancellations received after March 16, 2004.
8. All exhibits must be in place by 9:00am on Friday, April 2, 2004. Dismantling may not begin before 4:00pm on Sunday, April 4, 2004. Dismantling prior to 4:00pm on Sunday could result in the loss of priority points earned for the 2004 Symposium.
9. All commercial, exhibit activity must be confined to the prescribed exhibit area and will not interfere with the educational components of the Symposium. Collateral materials, brochures cannot be placed on any tables outside of the exhibit area.
10. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, and defend, and hold harmless the American Academy of Medical Acupuncture, the Hilton Chicago, J&J Exhibitor Services, and their respective employees and agents against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney fees arising out of, or caused by exhibitor's installation, removal, maintenance, occupancy, or use of the exhibit area or a part thereof.
11. Exhibitors maintain sufficient liability insurance that covers all potential problems during the exhibit. In addition, exhibitor acknowledges that the AAMA and the Hilton Chicago do not maintain insurance covering exhibitor's property and that it is the sole responsibility of the exhibitor to obtain insurance covering such losses.
12. Exhibitors agree to abide by the **RULES AND REGULATIONS** for exhibits set forth in the Prospectus for the 2004 Symposium, which **RULES AND REGULATIONS** are made a part of this Agreement. This Agreement will be effective upon acceptance by AAMA. A signed copy of the Agreement will be returned to the Exhibitor.