



**2016 APPLICATION FOR EXHIBIT SPACE  
September 9<sup>th</sup> & 10<sup>th</sup>**

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

EXHIBIT CONTACT PERSON: \_\_\_\_\_ TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

**APPLICATIONS SUBMITTED WITHOUT FULL PAYMENT WILL NOT BE PROCESSED**

NUMBER OF SPACES REQUESTED: \_\_\_ @ \$1,500.00 ea.

Includes 6ft Table, Table Top, 2 Chairs & 2 Exhibitor Badges

TOTAL AMOUNT ENCLOSED: \_\_\_\_\_

DESCRIPTION OF PRODUCTS AND SERVICES: \_\_\_\_\_

**PAYMENT INFORMATION**

VISA

MASTERCARD

AMERICAN EXPRESS

CHECK

**MAKE CHECK PAYABLE TO:**

**LOS ANGELES DENTAL MEETING  
4901 YORK BLVD  
LOS ANGELES, CA 90042**

CREDIT CARD #: \_\_\_\_\_ SECURITY CODE: \_\_\_\_\_ EXP DATE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT FULL NAME: \_\_\_\_\_

**The exhibitor shall use its space solely and exclusively for the exhibition of the materials, equipment or services normally manufactured, distributed or furnished by it in the regular course of its business, and for no other items or purposes of any kind. The exhibitor shall not assign, sublet, license or otherwise release, transfer, apportion or dispose of its exhibit space or any part thereof, and any use of all or any part of said space by or for any person, firm or entity other than the Exhibitor, upon any terms whatsoever, it is expressly prohibited. EACH SPACE MAY BE USED ONLY BY A SINGLE BUSINESS ENTITY AND NO SHARING OF SPACE WILL BE PERMITTED.**

PHONE: (323) 255-5848

FAX: (323) 254-6622

EMAIL: [info@ladentalmeeting.com](mailto:info@ladentalmeeting.com)

**[www.LADentalMeeting.com](http://www.LADentalMeeting.com)**



## **EXHIBITOR TERMS OF AGREEMENT**

### **EXHIBIT DATE & LOCATION**

Friday September 9<sup>th</sup>, 2016 and Saturday September 10<sup>th</sup>, 2016  
Los Angeles, California

### **APPLICATION PROCESS**

Exhibitor must complete the exhibitor application and agree to the terms and conditions. All applications for exhibit space must be accompanied with full payment to be processed. Payments may be made by check or credit card.

Checks should be made payable to:

**Los Angeles Dental Meeting**  
**4901 York Blvd**  
**Los Angeles, CA 90042**

Applications for exhibit space without full payment will not be processed. Exhibit space will not be reserved without full payment. Absolutely no payments will be accepted on site.

Last day to apply for exhibitor space is Aug. 12<sup>th</sup>, 2016.

Exhibit space is contracted for \$1,500.00 and includes the following:

- 6'x5' exhibit space
- One 6ft table
- Tablecloth
- Two chairs
- Two exhibitor badges

Exhibitor pop-up displays should not exceed six (6) feet in length. All pop up displays or stand up signs must meet measurement requirements. If exhibitor does not comply with the regulations of display measurements the Exhibitor will be asked to remove any and all exhibit materials not in compliance.

### **ASSIGNMENT OF EXHIBIT SPACE**

The LA Dental Meeting reserves the right to assign spaces at their own discretion. The LA Dental Meeting will do its best to accommodate Exhibitor's desired space and special request regarding space assignment, but does not guarantee that request will be fulfilled. The LA Dental Meeting cannot guarantee that competitors will not be placed near each other, but will attempt not to do so. By applying for and accepting exhibit space, Exhibitor fully agrees to be bound by the terms and conditions of this contract. The Los Angeles Dental Meeting leaves it up to its sole discretion to accept or decline applications for exhibit space. Exhibit space is reserved for individuals and companies that are in good standing with the LA Dental Meeting. The LA Dental Meeting reserves the right to deny admission and space to any individual, company, or organization that it does not deem suitable.

### **PAYMENT & CANCELATION POLICY**

Full payment is required with each application submitted. Absolutely no refunds or transfers will be issued for any reason.



If on the day of the event, Exhibitor's display or materials does not fit within the contracted space, please contact a representative of the LA Dental Meeting. If the Exhibitor's display needs a space bigger than the contracted space the exhibitor will be required to pay for the additional space by credit card on site immediately following accommodation. The LA Dental Meeting will do everything in its power to accommodate the exhibitor however all accommodations will be based on availability.

### **SHIPPING & STORAGE**

Exhibitors who wish to ship any materials, equipment or products prior to the event must fill out the Exhibitor Services Form and submit it to the host hotel directly. Exhibitor agrees to abide by the rules and regulations of the hotel shipping and receiving department. Any fees associated with shipping and storage is not included in the exhibitor fee and the LA Dental Meeting is not responsible for said fees.

### **SIGNAGE**

Exhibitors may not hang banners and/or signs anywhere outside their contracted space or anywhere within their contracted space that interferes with other exhibits. Exhibitors may not distribute promotional materials outside of their contracted exhibit space without expressed written consent of the LA Dental Meeting.

### **EXHIBIT SET UP & DISMANTLING**

The installation, dismantling and removal of displays, does not require union labor and may be done by the exhibitor. Exhibits must remain open and attended until Saturday September 10<sup>th</sup>, 2016 at 4:00pm

Exhibit must be set up and completed by: 7:00am on Friday, Sept. 9<sup>th</sup>, 2016

Dismantling and take down of exhibits begins at: 4:00pm on Saturday, Sept. 10<sup>th</sup>, 2016

All exhibit material/displays must be removed from the exhibit area by: 5:00pm on Saturday, Sept. 10<sup>th</sup>, 2016

### **SPACE SHARING OR SUB LEASING**

Sharing exhibitor space or subletting exhibitor space is not permitted under any circumstances. Exhibitor space is limited to one (1) company per table and each exhibitor is responsible for contracting their own space.

### **NO SOLICITORS**

Solicitors by non-exhibiting companies are prohibited. Individuals or companies found to be soliciting on site will be asked to leave the event. Distribution of flyers, promotional materials, products and samples is only permitted within the contracted exhibitor's booth space. Exhibitors will not be permitted to use strolling advertisements.

### **ABANDONMENT OF SPACE**

Exhibitor table must be attended at all times. Exhibitors are required to have a representative present at their exhibit space from:

8:00am-5:00pm Friday Sept. 9<sup>th</sup> AND 8:00am-4:00pm Saturday, Sept. 10<sup>th</sup>



Exhibit spaces not occupied by the start of the show opening at 8:00am on September 9<sup>th</sup>, 2016 may, at the sole discretion of the LA Dental Meeting, be re-sold, revoked, or transferred without a refund or credit.

#### **ELECTRICITY, WIFI & ADDITIONAL SERVICES**

Electricity is not included in the exhibitor fee. Exhibitors who require electricity and or any electrical services must submit written request to LA Dental Meeting no later than August 3rd, 2016. An exhibitor request form will be provided for exhibitors. This form must be completed and returned within the indicated deadline. Wi-Fi connection is not included in the exhibitor fee. Exhibitors who require Wi-Fi connection must contract that directly with the hotel either prior to the event by completing the exhibitor request form or on the day of the event. Payment for these services must be made at the time of ordering. Any other request must also be submitted in writing and accompanied by an exhibit services request form.

#### **PERMISSION TO USE PHOTOGRAPHS & LOGOS**

Exhibitors grant the LA Dental Meeting permission to use their photographs and or logo on printed materials and the LA Dental Meeting website for promotional purposes.

#### **SECURITY**

Hotel security will be provided. However, each exhibitor must make provision to safeguard his goods for the duration of the exhibit. LA Dental Meeting and the Hilton Universal City Hotel are not responsible for exhibitor goods. Space is leased with the understanding that LA Dental Meeting and the Hilton Universal City Hotel will act for the exhibitor and his representatives only in the capacity of agent and not as principal. Each party agrees to be responsible for their own property through insurance or self insurance and shall hold harmless each of the other parties for any and all damages caused by theft and those perils normally covered by a fire and extended coverage policy. These rules and regulations are to be construed as part of all space contracts. LA Dental Meeting reserves the right to interpret them as well as to make final decisions on all points not specifically covered.

#### **SPECIAL REGULATIONS**

Should any contingency prevent the holding of the conference or exhibition, LA Dental Meeting shall not be held liable for any expenses incurred by the exhibitor. The LA Dental Meeting reserves the right without recourse to absolute control or prohibit any exhibit or any part of any exhibit which in its opinion is not suitable or in keeping with the character of the exhibition. This reservation concerns persons, things, conduct, printed matter, souvenirs, catalogues, etc. Exhibitor assumes responsibility and agrees to indemnify and defend the Los Angeles Dental Meeting and the Hotel and their respective directors, officers, employees and agents against any claims or expenses arising out of the use of the exhibition premises. The exhibitor understands that neither the Los Angeles Dental Meeting nor the hotel maintain insurance covering the exhibitors property and it is the sole responsibility of the exhibitor to obtain such insurance. Unethical conduct and disregard of these rules, on the part of the exhibitor, his representatives, or both are grounds for dismissal from the exhibit area. In this event, it is agreed by both parties that a refund will be not be issued by the LA Dental Meeting, and no redress shall be sought out by the exhibitor or his representatives.

Disregard for any rules stated here is considered just reason for the LA Dental Meeting to prohibit an exhibitor from attending all future LA Dental Meeting activities.



**REGISTRATION**

Exhibit space is assigned 7 days before the date of the event. The LA Dental Meeting reserves the right to assign spaces at their own discretion. The official registration area will be open daily at 7:30am. All information and instructions for exhibitors will be distributed from this area.

Exhibitor must submit the name of representatives attending the event by August 28, 2016. Two (2) exhibitor badges will be provided at the time of registration. If exhibitor would like to attain additional exhibitor badges, a written request must be submitted 15 days before the day of the event. All request are subject to approval.

**CONTACT US**

For any questions regarding exhibit space please contact:

Dr. Irubiel Barbosa  
President

LA Dental Meeting  
4901 York Blvd  
Los Angeles, CA 90042

PHONE: 323-478-1515  
FAX: 323-254-6622  
EMAIL: info@ladentalmeeting.com or irubielldds@gmail.com

COMPANY NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

By signing this agreement you agree to abide by all terms and conditions.