

Spring Conference Rules and Regulations

By submitting a registration contract and paying the appropriate fees to attend the Health Care Association of New Jersey (HCANJ) Spring Conference, you agree to all terms written below and to honor the rules and regulations for the show.

EXHIBIT CANCELLATION POLICY: Companies who cancel their exhibit space in writing 30 days prior to the date of the event will be held responsible for 50% of the cost of their contracted exhibit space. On the 29th day and after there are no refunds. Companies who cancel their exhibit space cannot attend the conference or meetings and will not receive the attendee list.

IDENTIFICATION BADGES: Badges will not be mailed in advance. Exhibitors must pick up **their own** identification badge at the HCANJ registration desk upon their arrival and be prepared to present company/personal identification. If a badge is used by anyone other than the named registered individual, the badge will be made unavailable for use by anyone for the duration of the conference, including the person whose name is on the badge. HCANJ must be notified of all badge changes since conference materials are not transferable. Badges must be worn daily in full view and cannot be replaced with any other type badge.

NO GUEST POLICY: The exhibiting company is not permitted to invite guests to the conference.

EXHIBITOR TABLES: Exhibitor spaces are provided on a first-come first-served basis. There are no assigned spaces or signs. Spaces include a table with tablecloth and two chairs. Table skirts are available upon request during set up. You must stay within your assigned area. Tabletop and smaller exhibits work best. Please be considerate of your neighbors and do not block their space with your exhibit.

HEALTH STATEMENT: If you are not feeling well, please send a replacement to staff your exhibit table.

COMPANY PRIZE DRAWINGS: Daily prize drawings will take place in The Palladium during lunch and/or breaks. Attendees will visit exhibitors and drop off business cards. HCANJ will not provide ballots or ballot boxes. HCANJ staff will oversee the daily drawings. The winner of each drawing must be present in the room. If they are not present, another name will be drawn until there is a winner present.

PENALTY CLAUSE & INFRACTION POLICY: Any infraction of HCANJ rules governing the conference by the exhibiting company and its representatives will result in the exhibiting company not being permitted to participate at future conferences. HCANJ and Caesars Atlantic City reserve the right to immediately close any exhibit that is not in conformance with hotel, fire marshal or HCANJ standards. HCANJ reserves the right to refuse the registration contract for any exhibit, and once the exhibit is on the floor, to require its modification or removal, if HCANJ considers such exhibit to be detrimental to the public, or its business, professional or ethical interests, or if its displayed products do not meet the professional standards of HCANJ. All points not covered will be settled by HCANJ and its decision will be final.

LIABILITY: The exhibiting company and its representatives, agents or employees

- assume full responsibility and liability for all loss, damage or destruction caused, either directly or indirectly, by the exhibiting company or any of its representatives, agents or employees, to the property of the exhibiting company, to the property of its representatives, agents or employees, or to the property of Caesars Atlantic City or HCANJ.
- assume full responsibility and liability for all injury, loss or damage to any and all persons caused, either directly or indirectly, by the exhibiting company or any of its representatives, agents or employees or by its display and/or materials.

Neither Caesars Atlantic City nor the HCANJ will be responsible, nor will either be deemed responsible, for any injury, loss or damage that may be incurred by the exhibiting company, its representatives, agents or employees, or any other person, or that may occur to any property, prior to, during, or subsequent to the period covered by this agreement.

By submitting a registration contract, THE EXHIBITING COMPANY AND ITS REPRESENTATIVES, AGENTS AND EMPLOYEES HEREBY EXPRESSLY RELEASE CAESARS ATLANTIC CITY AND HCANJ FROM AND AGAINST ANY AND ALL CLAIMS FOR SUCH INJURY, LOSS OR DAMAGE TO PERSON OR PROPERTY.

Spring Conference Rules and Regulations *(continued)*

LIABILITY: (continued) Nothing contained herein is intended to in any way limit or prevent the exhibiting company or its representatives, agents and employees from obtaining appropriate insurance to protect against loss or damage as outlined above.

Exhibit booth displays and personal items are the responsibility of the exhibitor.

Attendance at this event is at the individual's own risk. Neither HCANJ nor Caesars Atlantic City will accept responsibility for any possible illness that is believed to have been contracted as a result of the event.

CERTIFICATE OF INSURANCE: Nothing contained herein will, in any way, limit or prevent the exhibiting company from purchasing liability insurance to protect itself against the loss or damage outlined above. Each exhibiting company and its representatives are urged to obtain their own insurance on their exhibits, materials, and personal/company property at their own expense.

DAMAGES AND REPAIRS: Nothing may be posted on, nailed, screwed or otherwise attached to columns, walls, floors or other parts of The Palladium, the building, or the furniture. All machinery is prohibited. Should heavy soiling of carpeting occur, shampooing or spot removal will be charged to the exhibiting company. Charges for repairs will be determined after consultation with a carpet expert. All property destroyed or damaged by the exhibitor must be replaced in its original condition by the exhibitor or at the exhibitor's expense.

FIRE REGULATIONS: All aisle space and exit doors are under the contract of the Fire Command Center of Caesars Atlantic City. Fire exits may not be used for moving equipment or exhibits in or out. Decorative materials such as curtains, draperies, streamers, fabrics, cotton batting and straw must be noncombustible or flame resistant, complying with the standards established by the Atlantic City Fire Department. Certificates attesting to the fact that all materials referred to above have been flame-proofed in accordance with the regulations must be notarized and submitted upon request. Regulations of the Atlantic City Fire Department must be observed in their entirety.

ELECTRICAL SERVICE: Each assigned space will have access to one complimentary standard electrical outlet. Please bring your own extension cord clearly marked with your company name since you will be sharing the outlet with other exhibitors.

FOOD AND BEVERAGE GIVEAWAYS: Any company providing food or beverage at the exhibit table (other than the usual fruit, candy, munchies) or requiring ice, water or refrigeration, must make arrangements with the hotel Catering/Convention Services Department by contacting Doug Clark, Convention Services Manager, Caesars Atlantic City, 2100 Pacific Ave., Atlantic City, NJ 08401, (609) 343-2405 or doclark@caesars.com.

CONTINUING EDUCATION CREDITS: Exhibit registration at this conference does not include complimentary education credits, however you are still welcome to attend sessions. If you are looking to earn CEs you must register as an individual to earn the credits offered.

PHOTO DISCLAIMER: HCANJ reserves the right to use any photograph taken during the conference without the expressed written permission of those included within the photograph. HCANJ may use the photo in hard-copy or electronically in, but not limited to, brochures, presentations, or our website. A person attending a HCANJ event who does not wish to have their image recorded for distribution should make their wishes known in writing to the event organizer at michelle@hcanj.org prior to the event. By participating in an HCANJ event and not notifying the event organizer in writing of your desire to not have your photo used, you are agreeing to the terms and conditions listed above.

Booth location is first-come / first-served

Booth signs and numbers are not provided