



AFTER THE SHOCK... TREATING TRAUMA **SPRING EXPO**

April 14-15 ■ Rosen Shingle Creek ■ Orlando, Florida

Expand your contacts in Florida at the Florida Psychiatric Society's 2018 Spring EXPO. Over 150 psychiatrists will be attending this year's meeting. FPS has designed a meeting program to guarantee traffic flow through the exhibit area and, at the same time, encourage one-on-one chats and the exchange of ideas with meeting attendees who are interested in your products and services.

The Exhibit Rental is \$1,500 and Includes:

- A six-foot table with two chairs
- Identification badges for your company representatives
- Acknowledgment in the onsite Meeting Program
- A listing in the Exhibitor Resource Directory
- Corporate recognition after a CME presentation
- A roster of meeting attendees for post-show marketing

Exhibit space is limited

Booths are assigned on a first-come, first-served basis upon payment of the exhibit space.

Other Sponsorship Opportunities are Available

For more information, questions or concerns, contact Jan Starnes at jan@floridapsych.org or 850-222-8404

Action Needed

Return completed exhibitor agreement to:

jan@floridapsych.org

or Mail to:

Florida Psychiatric Society
521 East Park Avenue,
Tallahassee, FL 32301-2524

Exhibit Set Up:

Friday, April 13, 2018

3:00PM - 8:45PM

Exhibit Times:

Saturday, April 14, 2018

7:15AM - 11:00AM

Sunday, April 15, 2018

7:15AM - 11:00AM

Exhibit Breakdown:

Sunday, April 15, 2018

11:00AM - 12 Noon



Agreement For Exhibit Space

FPS 2018 Spring EXPO ▪ April 14-15 at the Rosen Shingle Creek ▪ Orlando, FL

Firm/Organization: _____
(Name as it should appear in publications.)

Exhibit Contact/Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____

Fax: _____ E-mail: _____

Authorized Signature: _____ Date: _____

Printed Name: _____ Title: _____

Please provide the names and titles of personnel representing your company at the meeting in Orlando, Florida.
(Please limit the number of representatives to two per day and print clearly)

Saturday, April 14, 2018

Sunday, April 15, 2018

- 1. _____
- 2. _____

- 1. _____
- 2. _____

Type of Display: Table Top Floor Standing Other _____

Electrical Outlet Needed? Yes No - If Yes, what type of electrical device is being plugging in?

Computer Display Lighting Phone Specialty equipment, _____
(Outlets are limited, requests received in order of paid return applications.)

Other exhibitors you might have a conflict with: _____

Company information for the exhibitor brochure.

(Please provide an electronic file .doc, .docx or .txt file of the following information before March 15, 2018 to Jan Starnes, jan@floridapsych.org) If you exhibited at the Fall 2017 EXPO and your company information has not changed contact Jan Starnes.

Company Logo file in .pdf, .jpg, .png, 2" x 2" at 300dpi

Company Name:

Contact Name:

Address:

City, State, Zip:

Business Phone:

Cell: OPTIONAL WILL BE PUBLISHED:

Contact E-mail:

Company Web site:

Brief Company Description (50 words or less):

If you have any questions, contact Jan Starnes at (800) 521-7465.

Please note this is not a contract but a basis for reserving an exhibit space. Cancellations must be in writing. A \$500 cancellation fee is applied if cancelled before March 15, 2018. No refunds are issued for cancellations on or after March 15, 2018.



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\$1,500 Exhibit Fee

I would like to donate a prize for the attendee drawing Sunday morning.

I would like information on other FPS sponsorship opportunities.

Total Amount \$ _____ **Payable By:** Check, # _____ Credit Card (Continued below)

Credit Card Payment Authorization (Please Print Clearly)

Name: _____
(As it appears on the credit card statement)

Address: _____
(As it appears on the credit card statement)

Phone Number: _____ E-mail Address: _____

Credit Card Type: VISA Master Card American Express Discover

Credit Card Number: _____ Exp. Date: _____ Security Code: _____

Amount of Payment: _____ Signature: _____

The Florida Psychiatric Society's Federal ID# is 59-1735183

Hotel Information:

Rosen Shingle Creek
9939 Universal Blvd.
Orlando, FL 32819

Reservations: 866-996-6338 or 407.996.6338 or visit www.floridapsych.org

Be sure to mention "2018 Spring CME Meeting" or "Florida Psychiatric Society" to ensure the group rate is applied.

Standard Room Rate: \$189.00

Deadline for FPS Group Rate: March 19, 2018

Please return this agreement form along with your payment and company information to FPS by March 15, 2018 to assure a listing in the EXPO Resource Directory and on the FPS website.

(Booths are assigned on a first-come, first-served basis upon payment of the exhibit space.)

Florida Psychiatric Society • 521 East Park Avenue • Tallahassee, Florida 32301-2524

E-MAIL: jan@floridapsych.org • TELEPHONE: (850) 222-8404

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Exhibit Hours: Exhibitor agrees to follow the official move-in and move-out schedules as well as the scheduled exhibitor hours of operation.

Signs, Banners and Displays: Only professionally printed signs, Banners or displays will be allowed to be displayed.

Care of Space: The exhibitor agrees not to deface, injure or mar the exhibit area of the Rosen Shingle Creek or any of the furniture or fixtures and/or any of the property of whatever nature within the hotel.

The exhibitor shall be liable to the FPS and/or the Rosen Shingle Creek for any damage resulting to such furniture and fixtures and/or such property placed by the FPS or hotel that shall occur by reason of the commission or omissions of any exhibitor and/or its agents, servants or employees.

The exhibitor shall defend and hold harmless the FPS from all claims and suits against said FPS arising from the aforesaid commissions or omissions of the exhibitor, their agents, servants or employees. All materials used by exhibitors must conform to the requirements of the fire department and exhibits must meet all state and local codes.

Insurance: The FPS or its representatives assume no responsibility for the safety of the personnel and property of exhibitors or the personal property of their officers, agents, servants or employees. Any exhibitor wishing to insure his/her personnel or goods against injury, theft, and damage by fire, accident or other cause must do so at his/her own expense. Note: the Florida Psychiatric Society does not hire outside security. Materials left unattended are the sole responsibility of the exhibitor.

Exhibitor Conduct: Exhibitor representatives agree to conduct themselves in a courteous and professional manner within the confines of the space rented by the company. FPS reserves the right to restrict all displays that, because of noise or other objectionable features, interfere with the orderly procedure of the Expo; also, FPS reserves the right to prohibit any display or procedure that, in its judgment, runs counter to the general character of the Expo.

Note: the FPS Expo is not a retail trade show. Retail sales of any kind are not permitted on the Expo floor.

Cancellation of Exhibit Space: Requests for cancellations of exhibit space must be presented to the FPS in writing. If cancellation occurs before March 15, 2018, the exhibitor will receive a full refund less a \$500 administrative fee. If cancellation occurs on or after March 15, 2018, no refunds shall be due the exhibitor. An exhibitor who cancels may not transfer or assign an exhibit space.

Material Shipping and Handling: Exhibitors are responsible for all shipping and handling fees. A package room is available for receipt, holding, and delivery of small packages to guests in rooms and meeting spaces. The package room may not be used as storage, nor will it be available to store exhibits or large crates in an effort to avoid the Group's contracted drayage company. It is requested that packages arrive at the Hotel no earlier than five (5) days prior to the date required. No freight will be accepted after 5:00 pm.

Convention and meeting materials should be labeled and identified as follows:

Rosen Shingle Creek
Florida Psychiatric Society, APRIL 13-15, 2018
Hold for:
Arrival Date:
Attn: Lindsay Walden
9939 Universal Boulevard
Orlando, FL 32819
(407) 996-9939 Ext. 17920

Package Handling Fees: Charges for all incoming materials will be assessed and charged at a rate \$0.75 per pound. Pallets will be charged at the same rate with a maximum charge weight of 400 pounds for each pallet received. Storage for boxes received more than 5 days prior to the Group's (or recipient's) arrival, an additional charge of \$5 per box per day, and \$50 per pallet per day will be incurred. For shipping out, pre labeled packages will be charged at a rate of \$10 per box, \$15 per plastic container and \$100 per pallet.

Transporting of packages is available to Rosen Shingle Creek Convention/Conference attendees and is managed on-site. Services include transporting inbound shipments sent to or outbound shipments sent from Rosen Shingle Creek.

Drayage/Storage of Display Materials: We are unable to store display material and/or show merchandise either prior to or after the conclusion of the show. All exhibit materials which may inadvertently be delivered to ROSEN SHINGLE CREEK prior to the move-in will be forwarded to the drayage firm for handling. At the conclusion of your set-up operation, all related equipment, crates, etc., must be removed from the premises and returned no later than the last day of the exhibit-show period. All exhibit materials must enter and exit the Hotel via our loading dock.

Liability: FPS or its representatives shall not be liable for any damages in the event that performance of this agreement is rendered impossible by any of the following causes: destruction of the hotel or any substantial portion by fire, hurricane, the elements or a public enemy, strikes or other public disorder; performance impossibility created by law or any public authority; and/or for any cause beyond its control or the control of the Rosen Shingle Creek. Upon request, FPS will reimburse the exhibit fee paid if FPS cannot hold the Expo for any of the reasons stated above.

Hotel Logos: The name and logo of ROSEN SHINGLE CREEK, is exclusive to Rosen Hotels & Resorts. Any unauthorized use of these names and logos is prohibited. If in fact you should be in need of press kits, logo sheets or any other information on the property, please feel free to contact our office or visit our web-site www.RosenShingleCreek.com for downloading logos and pictures.

