



Colorado Association for School Based Health Care 2017 Annual Conference

EXHIBITOR GUIDELINES AND REGULATIONS

Purpose:

The Colorado Association for School-Based Health Care (CASBHC) is a nonprofit organization dedicated to improving child and adolescent health care. The exhibit area is designed for the display, demonstration, and promotion of products and services related to pediatric health care and the professional education of school-based health center advocates and practitioners.

Policy:

CASBHC will not officially endorse any one product or company. By opening the exhibit area to all interested parties, CASBHC maintains this neutrality. CASBHC accepts fees from exhibiting organizations as long as such organizations understand that CASBHC will not endorse the exhibitor's product or company in exchange for the space fee.

Reasons to Exhibit

There are over 60 school-based health centers in Colorado serving over 33,000 students. Over 100 attendees from across the state travel to the conference each year. Participants will be interested in products and services related to child and adolescent health, mental health, dental health, and school health. School-based health centers deal with issues such as asthma, diabetes, immunizations, reproductive health, and substance abuse on a daily basis.

Exhibiting Time and Location:

Exhibitors can display from 7:30 a.m. to 4:30 p.m. on Thursday, May 4, 2017 and from 7:30 a.m. to noon on Friday, May 5, 2017 at the DoubleTree Hotel Aurora located at 13696 East Iliff Place.

Space Fee:

Commercial- \$450

Nonprofit/Governmental- \$250

Cancellation Policy:

All exhibitor cancellations must be made before April 1, 2017 or the exhibitor will forgo any refund. All cancellations made before April 1, 2017 will be given a 50 percent refund.

Benefits Offered:

In exchange for the fee, exhibitors will receive a space in the hotel lobby area with a skirted eight-foot table and two chairs, wireless internet access, and a listing in the conference program. Limited to the first 15 exhibitors. The limited number and the high-traffic location will allow exhibitors to be highly visible to participants throughout the conference.

Exhibitor Representatives:

Each exhibitor station is allowed up to two people. All representatives must have appeared on the exhibit application and be affiliated with the exhibiting organization. Representatives will receive a badge. Exhibits must be staffed at all times. If a representative leaves his/her booth, neither CASBHC (nor the hotel) is responsible for any lost or damaged property.

Subletting of Exhibit Space and Prohibited Uses

Exhibitors are prohibited from assigning or subletting a booth or any part of the allotted space. Exhibitors may not exhibit merchandise or products unrelated to the organization they are registered to represent. Representatives may not collect money from conference participants. Orders for products, merchandise, and memberships may be taken for payment at a later date.

CASBHC Name and Logo

The CASBHC name and logo are the exclusive property of CASBHC. No company, organization, or person may use the name or logo without written permission from CASBHC.

Character of the Exhibit

The character of the exhibit is subject to the approval of CASBHC. The right is reserved to refuse contracts not meeting the standards required or expected, as well as the right to curtail exhibits, or parts thereof, that reflect against the character of the conference. The reservation applies to persons and their conduct, printed materials, merchandise, and other items, without limit, that reflect the character of the exhibit. Violations Each exhibitor must abide by the rules and regulations set forth in this document. Violations will result in the exhibitor vacating the space and forfeiting the space fee. The exhibitor shall pay any expenses or damages that CASBHC may incur as a result. In addition, CASBHC may refuse the exhibitor's participation in future conferences.