



CONTRACT TO EXHIBIT AT SAEM21
VIRTUAL MEETING
May 11th-14th, 2021

Sponsorship Information

Sponsorship correspondence to be sent to:
(Please type or print)

Contact Name

Title

Telephone

Fax

Email

Contracts can be submitted to exhibitors@saem.org

PRINT your company name and contact information exactly as you wish it to appear in all SAEM publications.

Company Name

Address

City

State/Province

Postal Code

Country

Telephone

Fax

Email

Website

Available Exhibit Virtual Booth Options

Basic Virtual Booth.....\$1,500

Prices increase after 12/31/2020.

All-Inclusive Virtual Booth.....\$2,500

Prices increase after 12/31/2020.

Additional Virtual booth Options:

Additional Sponsorships:

Contract Execution

A minimum 50% deposit and authorized signature must accompany this contract to guarantee virtual booth space. The signed application, initialed contract, and deposit must be received before space will be assigned. Applications without the correct deposit and/or signature will not be processed. If space is contracted after April 1, 2021, payment in full must accompany the contract to exhibit. Any exhibit space not paid in full by April 1, 2021 is subject to withdrawal and the space will be reassigned.

The undersigned has read the rules and regulations and agrees to abide by and be bound by said rules. The SAEM rules and regulations are hereby incorporated by reference and made part of the contract. Please sign below and initial the back of the contract in the space provided. Note: Any changes by either party must be counter-initialed and dated by both parties.

Signature of authorized agent _____ Date _____

Total Due: \$ _____

Deposit: \$ _____

(At least 50% at time of booking)

Balance Due: \$ _____

(Full payment due by April 1, 2020)

Method of Payment

• Enclosed is check # _____ (made payable to SAEM)

Charge to the following:

MC VISA AMEX Discover

Card No. _____

Expiration Date _____ CVC _____

Cardholder's Name (Please print as appears on card) _____

Signature _____

SAEM21 Virtual Meeting Rules and Regulations

The rules and regulations contained herein are part of all contracts to exhibit and sponsor. The Society for Academic Emergency Medicine (SAEM) reserves the right to enforce these rules and regulations, as well as to make final decisions on all points covered or not covered in these rules and regulations. SAEM also reserves the right to decline or remove any virtual exhibit/engagement offering/company that, in its judgment, is not suitable or not keeping with the character of the exhibition. At its discretion, SAEM may accept or reject any application for virtual exhibit space. SAEM shall have full authority to interpret or amend these rules, and its decision is final.

Show Management

The Society for Academic Emergency Medicine (SAEM)
1111 East Touhy Ave, Suite 540, Des Plaines, IL 60018
Phone: +1. 847.813.9823 | Email: exhibitors@saem.org
www.saem.org

The term "Show Management" used herein and in subsequent regulations shall mean The Society for Academic Emergency Medicine (SAEM), its agents or employees acting for it, and the management of all virtual engagement opportunities, including the virtual exhibit hall.

Amendments

All exhibit/engagement matters, and questions not covered in the SAEM21 virtual meeting prospectus, online resources area and/or the contract are subject to the decision of Show Management. These rules and regulations may be amended or changed at any time by SAEM, and all amendments and changes will be binding on all parties.

Cancellations

SAEM must receive written notice of cancellation or reduction of space. If space is canceled or reduced prior to February 1, 2021, the exhibitor will receive a full refund less a \$500 administrative fee. If space is canceled or reduced between February 2 and March 1, 2021, 50 percent of the total rental fees will be retained by SAEM. If space is canceled or reduced on or after March 1, 2021, the exhibitor shall remain liable to SAEM for the total exhibit fee.

Specific Terms and Conditions

Exhibitor Registration and Badges

Exhibitors are encouraged to register in advance. Each basic virtual booth is entitled to three (3) complimentary booth registrations for company representatives. Each all-inclusive virtual booth is entitled to ten (10) complimentary booth registrations for company representatives. Additional registrations may be purchased at \$50 each (nonrefundable). Exhibitor registrations are nontransferable.

Booth Equipment and Services

The Exhibitor will have the opportunity to design their virtual exhibit space following the brand guidelines and template provided via the virtual platform. Further information will be provided under separate cover.

Recording Policy

By participating in SAEM21, you agree to SAEM's Recording Policy. SAEM strictly prohibits the recording (photographic, screen capture, audio and/or video), copying or downloading of content/chat from the sessions and or presentations offered at SAEM21. Intent to communicate or disseminate results or discussion presented at the meeting is prohibited until the start of each individual presentation.

Eligibility to Exhibit

SAEM reserves the right to determine the acceptability of applications for exhibit space. The products or services to be exhibited must be of professional or educational interest or benefit to the registrant and are, in the opinion of SAEM, related to academic emergency medicine. Exhibitor shall not in any manner indicate that an SAEM endorsement or approval of Exhibitor's product or service has been given by SAEM merely because SAEM has approved such product or service for display.

Enforcement of Rules and Regulations

Anyone found in violation of these rules and regulations may be subject to any or all the following remedies at the sole discretion of SAEM Show Management:

- The engagement opportunity is deactivated and eliminated from the virtual exhibit hall *until the situation is remedied*.

- The engagement opportunity is deactivated and removed for the remainder of the event *due to noncompliance*.
- *Exclusion from any future Industry Partner engagement opportunities with SAEM.*

Exhibit Admittance

Show Management reserves the right to refuse participation from the virtual exhibit hall for any objectionable person.

Virtual Code of Conduct

By participating in SAEM21, you agree and abide by SAEM's Virtual Code of Conduct. [Click here to view the details](#).

Giveaways/Contests

Any exhibitor having a contest or drawing of any kind must follow all governmental laws, ordinances, rules and regulations. It is the exhibitor's responsibility to make sure they correctly follow all rules and regulations. Any violations will be at the sole expense and fault of the exhibitor. SAEM is not responsible or liable for any contests, drawings or giveaways held prior, during or after the virtual event.

SAEM Logo

The SAEM logo is the property of SAEM and may not be used without the permission of Show Management.

No-Show Policy

An exhibiting company will be considered a no-show if its virtual booth space or engagement opportunity is not prepared for virtual viewing by April 19th, 2021. The industry partner company shall be deemed to have cancelled their Contract for SAEM21 and will forfeit their virtual space/engagement opportunity. The virtual exhibit space/engagement opportunity may be assigned to another company or used by Show Management. SAEM will not provide a refund to the exhibitor.

Payment Terms

All sales are final. 50% deposit is due at time of application submission unless payment arrangements have been approved by Show Management. Failure to submit full payment by April 1st, 2021 will result in your virtual exhibit space/engagement opportunity application not being approved. SAEM will not provide a refund of deposit to the exhibitor.

Show Cancellation

It is mutually agreed that in the event that the SAEM21 is cancelled in whole or in part, or its scheduled opening is cancelled or delayed, due to fire, explosion, strike, freight embargo, act of God, act of public enemy, act of war, war, act of terrorism, civil disturbance, act of any government, de jure or de facto, or other government declaration or regulation, epidemic or other event over which SAEM has no control, then and thereupon this Agreement will be automatically terminated and SAEM Show Management will determine an equitable basis for the refund of a portion or all of the exhibit fees, after due consideration of expenditures and commitments already made. SAEM shall not be financially liable in the event the show is interrupted, cancelled, moved or rescheduled.

Staffing, Use of Space and Subletting

Virtual booths must remain staffed at all times during scheduled exhibit hall hours. All Exhibitor activities must be confined to the limits of Exhibitor's allocated exhibit space and chat room and must not interfere with the activity of other exhibitors. No exhibitor shall sublet, assign or share any part of their allocated space.

Use of Exhibits and Exhibit Facilities

All exhibits shall serve the interest of the members and delegates of SAEM and shall be operated in a way that will not detract from other virtual booths, virtual exhibit hall, virtual engagement opportunity, or the virtual event as a whole. Show Management reserves the right to remove any virtual exhibit/engagement opportunity that SAEM believes to be detrimental to the purpose of this event. Any infringement of this regulation will result in the prompt removal of the offending company from the virtual exhibit hall/engagement opportunity and the virtual event platform.

* I have read and agree to the terms of this contract including, the portion directed to the Web:

INITIAL: _____.