AMTA – NY Chapter 2018 Annual Convention

At the:

Holiday Inn

Syracuse/Liverpool

441 Electronics Parkway

Liverpool, NY 13088

May 3 - 6, 2018

Classes commence on May 3

**Exhibit Hours**

*To be determined*

**Vendor**

($325 before 9/1/17, $375 after)

One booth space (one standard 6 foot table) and meals\* for one person.

**Breakfast and Break Sponsor**

($500 before 9/1/17, $550 after)

One booth space (one standard 6 foot table) and meals\* for one person. Plus: Logo and link on shared sponsorship page on website, shared signage at event and Convention at a Glance, marketing materials in goody bag at no charge (to be provided by sponsor at own expense), identification on social media.

**Convention Sponsor**

($825.00 before 9/1/17, $850 after)

One booth space (one standard 6 foot table) and meals\* for one person. Plus: Dedicated rotating banner ad on AMTA-NY website, including logo and link, exclusive signage at event and Convention at a Glance, marketing materials in goody bag at no charge (to be provided by sponsor at own expense), identification on social media, Logo on name badge.

**Additional tables** may be purchased at Vendor price.

**\*Meals** included for ONE primary booth representative. Other booth representatives may register/purchase meals via the registration form. These meals include 3 continental breakfasts (ie: coffee/tea/juice, fruit, muffins/rolls/etc.,) 1 lunch on Friday and Vendor reception with hot/cold hors d’oeuvres or all meals offered in full registration package MINUS THE SATURDAY DINNER-DANCE.

**Goody bags** – Product may be placed inside goody bags by any vendor for FREE. Marketing materials placed inside bags are $100 per vendor.

**Contract for Exhibit Space** – The signature on the form below, once accepted by the AMTA-NY Chapter and notification of booth assignment to Vendor, constitutes a valid and binding contract.

**Assignment of space** - Allocations of space will be made on a first come- first served basis. AMTA-NY Chapter reserves the right to change the assignment.

**Payment for Space** - Application/Contracts must be accompanied by the full payment and mailed to the address on the application/ contract by early registration due date.

**Cancellation or withdrawal** - A Vendor may cancel or withdraw in writing before March 1, 2018. Cancellation will result in a

Cancellation penalty of 50% to be retained by AMTA-NY Chapter for administrative purposes. Sponsorships are not cancelable and non- refundable.

*AMTA and the* ***Vendor/sponsor*** *may cancel this contract without any penalty or liability within 45 days of signing.*

**Occupancy of Space** - **Booth operator(s) must be ready and prepared upon opening of the convention registration desk.**

**Termination of the Contract** - If the premises where the 2018

AMTA-NY Chapter Annual Convention is to be housed is destroyed or damaged, or the exhibition fails to take place as scheduled or is relocated, interrupted or discontinued; or access to the premises is prevented due to any strike, lockout, injunction, act of war, act of God, or emergency declared by any government agency, this con- tract may be terminated by AMTA-NY Chapter. In the event of such termination, the Vendor waives any and all damages and claims for damages.

**Vendor’s Representative** - Each Vendor organization must have at least one person (maximum of two) acting as its representative with authorization to enter into service contracts necessary for the installation and removal of exhibits and the provision for which each Vendor is responsible. All materials placed within Vendor’s booth are the responsibility of that Vendor. The Vendor agrees not to sublet any of their assigned space as provided. No minors allowed. AMTA-NY is not responsible for theft or any other damages.

**Exhibit Standards**- AMTA-NY Chapter shall retain the right to prohibit any Vendor or part of an exhibit that it does not deem suit- able for the exhibition or in keeping in character with or the purpose of this conference. No multi-level company is accepted. AMTA reserves the right to refuse acceptance of contract and/or entrance/set-up to Vendors not meeting required standards or in competition to AMTA, as well as the right to curtail or close exhibits or parts of exhibits that reflect unfavorably on the character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of persons, etc. Please refer to AMTA’s advertising and Vendor policies at [www.amtamassage.org](http://www.amtamassage.org/) with any questions about eligibility to exhibit. AMTA will not make any refunds or otherwise be responsible for expenses associated with such refusal, restriction or eviction.

**Liability and Insurance** - Vendor agrees to protect, save or keep the AMTA-NY Chapter, its authorized agents and facility, forever harmless from any damages or charges imposed for a violation of any law or ordinance by the negligence of the Vendor, as well as strictly comply with the applicable terms and conditions contained in the agreement between the hotel, convention center, and AMTA-NY Chapter regarding the exhibition premises. Further, the Vendor shall at all times protect the board of directors for AMTA-NY Chapter and its affiliates against and from any loss, damage, liability or expense arising from the Vendor’s occupancy of the exhibit space. By signing this contract the Vendor releases AMTA-NY Chapter, its affiliates, the hotel and the convention center from any liability. Vendor is responsible for obtaining all insurance necessary to cover its business, property, persons, and activities in the exhibit areas.

**Safety** - Fire regulations require that all display material used for decoration be flame proof. All electrical equipment, including sign- age and lights shall be in good condition and be able to pass inspec- tion by the fire marshal.

**Shipping** - The Vendors agree to ship exhibit materials at their own risk and expense property to be exhibited. All shipments must be prepaid.

**Copyright Permission** - Vendor represents and warrants that no work protected by copyright will be staged, produced or otherwise performed without the expressed written consent of the owner of the copyrighted material. Vendor hereby indemnifies and holds harmless AMTA and the AMTA-NY Chapter from any breach of Vendor’s representation and warranty.

**Miscellaneous Regulations -** Vendor shall not foster or conduct outside activities which would take participants from the conference functions and/or exhibition during scheduled hours.

**Rules, Regulations, and Laws:**Vendor agrees to abide by (i) the rules and regulations set forth in this agreement, (ii) the rules and regulations of the facility and Exhibit Hall; and (iii) all applicable federal, state, and local laws and ordinances. This agreement shall be governed by the laws of the State of New York. Further, Vendor agrees to: (i) interact respectfully with all registrants in the Exhibit Hall, educational sessions, and social situations; and (ii) respect the rights of other Vendors to conduct business without interference.

**Amendments to Regulations** - Any and all matters not related or mentioned in these rules and regulations shall be the decision of AMTA-NY Chapter. The aforementioned items covered in these rules and regulations may be changed at any time by AMTA-NY Chapter in the interest of the convention.

**Responsibility** - It is the responsibility of the Vendor to be fully familiar with these rules and regulations. AMTA-NY Chapter re- serves the right to refuse space to any potential Vendor or

advertiser.

**NYS Sales Tax Collection–** Vendors selling products are responsible for being familiar with and for complying with New York State sales tax regulations. Questions concerning NYS Sales Tax [www.tax.ny.gov](http://www.tax.ny.gov/)

**Meals:** Meals served to the Convention attendees are included in the Vendor’s registration for one primary booth representative. Secondary booth representatives can register for meals on the registration form. These meals include 3 continental breakfasts (i.e.: coffee/tea/juice, fruit, muffins/rolls/etc.,) 1 lunch on Friday and Vendor reception with hot/cold hors d’oeuvres or all meals offered in full registration package MINUS THE SATURDAY DINNER-DANCE.

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Exactly as you want it to appear on our website and print copy)**

Address

City: State:

Zip:

Website:

Phone Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Representative Name

Additional Representatives Name:

Description of Products/Services: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***No other products or services may be exhibited or displayed without prior written approval of AMTA-NY Chapter.***

**Participation Level**: (Check as many as apply)

\_\_\_\_\_\_ Vendor Booth: ($325 before 9/1/17, $375 after) Quantity: \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_ Breakfast / Break Sponsor: (($500 before 9/1/17, $550 after)

\_\_\_\_\_\_ Convention Sponsor: ($825.00 before 9/1/17, $850 after)

\_\_\_\_\_\_ Promotional Material in Goody Bags: ($100 per product/material) (please describe below :)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*Sample products can be included in bags on a complimentary basis.

Additional Meal Packages: $100 each: Quantity: \_\_\_\_\_\_\_\_\_\_ (includes 3 continental breakfasts, 1lunch and vendor reception)

Saturday Dinner-Dance Tickets: $60 each: Quantity: \_\_\_\_\_\_\_\_\_\_

Choice(s): Chicken Vegetarian Fish

Electricity $25.00 per day (Thurs/Fri/Sat/Sun) $

**Total due AMTA-NY Chapter $**

**Check One:**

Set up Thursday: \_\_\_\_\_\_\_\_\_\_\_\_ Set Up Friday Morning: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

PAYMENT MUST ACCOMPANY REGISTRATION FORMS

**Payment Type:**

**Check**: (Please make payable to ***AMTA-NY Chapter***)

**Credit**: (Visa: \_\_\_\_ MasterCard: \_\_\_\_ American Express: \_\_\_\_)

Name on Card: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Exp. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CVV\_\_\_\_\_\_\_\_\_\_

Card Number

***By signing below, Vendor understands and agrees to the terms and conditions of the Vendor and Sponsorship Invitation and Contract and represents that the person signing below is authorized to sign this contract for exhibit space and/or sponsorship.***

*Signature: Date:*

Please mail completed Contract and Payment to:

AMTA-NY Chapter

167 Chamberlain Rd.

Honeoye Falls, NY 14472

Online registration is available: www.amtany.org