Join us at this state of the art update in clinical pediatric pulmonology that attracts pediatric pulmonologists, sleep experts, pediatricians, pediatric nurse practitioners, respiratory therapists, pediatric pulmonology fellows, pediatric pulmonology program directors, department chairs, respiratory therapists and allied health professionals all representing hospitals, universities, community health centers and/or private practices.

Exhibit Schedule – The following is provided as a general outline only. Dedicated exhibit time is during course breaks only however, exhibitors are welcome to staff their exhibit tables throughout the course during "off-break" times. A detailed course schedule will be available in the near future. Course schedules and exhibit times are subject to change.

Friday, February 24, 2017
Exhibit Set-up 6:00am – 6:30am
Exhibits Open 6:30am – 5:30pm

Saturday, February 25, 2017
Exhibits Open 7:00am – 2:30pm

Sunday, February 26, 2017
Exhibits Open 7:00am – 12:00pm
Exhibit Dismantle 12:00pm

Platinum Exhibitor ($5000): Includes two six-foot tables or equivalent floor space, four chairs and admission for 4 representatives, Wi-Fi, and nearby wall outlets. Additional hotel services may be arranged at the exhibitor’s expense. Your company will receive priority space assignment in the pre-registration/pre-function area. Your company name will be listed as a Platinum Exhibitor in the online course syllabus and on the AAP Section on Pediatric Pulmonology and Sleep Medicine Website.

Gold Exhibitor ($3000): Includes two six-foot tables or equivalent floor space, three chairs and admission for 3 representatives, Wi-Fi, and nearby wall outlets. Your exhibit table will be assigned based on space availability. Additional hotel services may be arranged at the exhibitor’s expense. Your company name will be listed as a Gold Exhibitor in the online course syllabus and on the AAP Section on Pediatric Pulmonology and Sleep Medicine Website.

Silver Exhibitor ($2000): Includes one six-foot table or equivalent floor space, two chairs and admission for 2 representatives, Wi-Fi, and nearby wall outlets. Your exhibit table will be assigned based on space availability. Additional hotel services may be arranged at the exhibitor’s expense. Your company name will be listed as a Silver Exhibitor in the online course syllabus and on the AAP Section on Pediatric Pulmonology and Sleep Medicine Website.

Basic Exhibitor ($1500): Includes one six-foot table or equivalent floor space, two chairs and admission for 2 representatives, Wi-Fi, and nearby wall outlets. Your exhibit table will be assigned based on space availability. Additional hotel services may be arranged at the exhibitor’s expense. Your company name will be listed as a Basic Exhibitor in the online course syllabus and on the AAP Section on Pediatric Pulmonology and Sleep Medicine Website.

Non-Profit Exhibitor ($750): Includes one six-foot table or equivalent floor space, two chairs and admission for 2 representatives Wi-Fi, and nearby wall outlets. Your exhibit table will be assigned based on space availability. Additional hotel services may be arranged at the exhibitor’s expense. Your company name will be listed as a Non-Profit Exhibitor in the online course syllabus and on the AAP Section on Pediatric Pulmonology and Sleep Medicine Website.
Please Reserve a table for the following type of exhibit:

- [ ] Platinum Exhibitor @ $5,000
- [ ] Silver Exhibitor @ $2,000
- [ ] Gold Exhibitor @ $3,000
- [ ] Basic Exhibitor @ $1,500
- [ ] Non-Profit Exhibitor @ $750

Federal Tax ID: 362275597

Please complete the exhibitor representative’s name that will be on-site. We now also require a direct phone, cell phone, email and emergency contact and phone for the representative(s) that will be onsite as part of our onsite emergency procedure process. Every exhibitor must have a name badge.

**COMPANY INFORMATION**

| Company Name (as it should appear on badge): |  |
| Address: |  |
| City: | State: | ZIP: |
| Contact Person: | Title: |
| Email: | Phone: | Fax: |

**ONSITE REPRESENTATIVE INFORMATION**

Rep 1 Badge Name: Rep 1 Email:
Rep 1 Emergency Contact Name and Number (Required)
Rep 2: Badge Name: Rep 2 Email:
Rep 2: Emergency Contact Name and Number (Required)
For Platinum Supporters only:
Rep 3 Badge Name: Rep 3 Email:
Rep 3: Emergency Contact Name and Number (Required)

Please attach or provide below a description of the products/services that will be displayed/discussed:

We agree to abide by all rules and regulations governing the exhibits.

Authorized Officer Name and Title: Signature Date

**PAYMENT METHOD**

- [ ] Credit Card (check one): [ ] Visa [ ] MasterCard [ ] American Express [ ] Discover
Card Number: Expiration Date:
Cardholder Name: Cardholder Signature:

Your completed contract may be faxed with credit card information to: Laura Laskosz • 847/434-8000

Check (payable to American Academy of Pediatrics). Please mail check, with a copy of completed contract, to:
Laura Laskosz, Manager, Section on Pediatric Pulmonology and Sleep Medicine
American Academy of Pediatrics, 141 Northwest Point Blvd., Elk Grove Village, IL 60007-1098

**CONTACT US**

Questions about this agreement may be directed to the AAP Section on Pediatric Pulmonology & Sleep Medicine:
Laura Laskosz, Section Manager • llaskosz@aap.org • Phone 847/434-4928 • Fax: 847/434-8000
AMERICAN ACADEMY OF PEDIATRICS  
Celebration of Pediatric Pulmonology and Sleep 2017  
February 24 – 26, 2017  
Loews Royal Pacific Resort at Universal Orlando—Orlando, FL

**Rules and Regulations for Tabletop Exhibitions**

**Display Regulations** – Distribution of printed material by the industry or its agents is limited to the area rented by the industry sponsor in the AAP Exhibit Area. Signage for the product or activity promotion is NOT permitted outside the space contracted. Only those products listed on the exhibit application may be exhibited. Additional products for display must have AAP approval prior to the exhibition.

Tabletop Displays will be located in the Loews Royal Pacific Resort at Universal Orlando; table assignments will be made based on level of sponsorship. A tabletop display is defined as not exceeding 60” in height, 72” in width, and 24” in depth and not obstructing exhibit space to the left and right of the table. All materials must be placed on the table provided, and may not extend beyond the front edge of that table.

Should a display require electrical, phone, or Internet access it is understood to be the responsibility of the exhibiting company to make the appropriate arrangements with the AAP Meeting Services Manager. All expenses connected with these services are also the sole responsibility of the exhibiting company.

**Booth Activity - Demonstrations or live interviews must be confined to the limits of the space contracted.** Special promotional activity must have prior AAP written permission and must be contained within the space contracted. Audiovisual and other sound effects must be regulated so that neighboring exhibits are not disturbed.

Food products may not be distributed unless they are products being promoted at the display or they are used to demonstrate the company's product(s). Any exception to this policy must be approved by the Academy prior to the exhibition.

**Giveaways** - The American Medical Association has adopted guidelines governing gifts to physicians from industry. These guidelines have been endorsed by the Academy and other medical organizations and by the Pharmaceutical Manufacturing Association.

The Academy may withhold or withdraw permission to distribute souvenirs, advertising, or other material it considers objectionable. Exhibitors may not distribute stick-on emblems, buttons, unofficial badges, or company nameplates. No balloons may be used as display decoration or inflated to distribute to visitors to a display.

**Market Research** - Market research companies will be assigned space ONLY if space is available and if the research is being done for a company exhibiting elsewhere in the exhibit area. Research companies MUST submit an application for space along with a letter of authorization from the sponsoring company. If space is NOT available in the exhibit area, it is strictly forbidden to solicit members for the purpose of market research in any part of any facilities utilized by the Academy.

**No Smoking** - The Academy has established a no-smoking policy for all AAP meetings. This policy applies to the exhibit area as well as all lounges and meeting rooms.

**Security** - Overnight security will not be provided by the Academy. Upon request, the Academy will provide a secure room in the facility where items can be stored on a nightly basis. However, all property of the exhibitor is understood to remain under the exhibitor's custody and control.

**Sponsorships Through an Education Grant** - If you would like to receive information on sponsorship through an education grant in addition to or instead of participation as an exhibitor, please contact Laura Laskosz at 847/434-4928 or llaskosz@aap.org.

**Eligibility to Exhibit** - This AAP Exhibition is an extension of the continuing medical education program of the American Academy of Pediatrics. In order for your application to be accepted by the Exhibits Committee, your products and services must be related to the practice of pediatrics, and you must be in good financial standing with the Academy.
**Contract for Space** - The information contained in the Exhibit Space Contract and the Rules and Regulations constitute a contract for the right to use the space allocated. In the event of fire, strikes, or other unavoidable occurrences rendering the exhibit space unfit for use, provisions will be made for the Exhibition to be held elsewhere. The Academy shall determine an equitable basis for the refund of such portion of the exhibit fees as is possible, after due consideration of expenditures and commitments already made.

Subletting or sharing of exhibit space is permitted only with divisions of the same company.

**Cancellation of Space** - All cancellations must be made in writing to the American Academy of Pediatrics by the exhibitor. **Cancellations of the exhibit contract may be made up to 30 days prior to a scheduled exhibition, without penalty.** Should the exhibiting company cancel within 30 days of a scheduled exhibition, the Academy reserves the right to retain all rental paid by the cancelling exhibitor.

The Academy reserves the right to restrict exhibits that for any reason become objectionable and also to prohibit or evict any exhibit that may detract from the general character of the exhibition. This reservation includes persons, materials, conduct, printed matter, or anything of a character that may be objectionable for the exhibition as a whole. In the event of such restriction or eviction, the Academy will not be liable for any refunds for rentals or other exhibit expenses.

**Liability** - The American Academy of Pediatrics acts for exhibitors and their representatives in the capacity of agent, not as principal. The Academy assumes no liability for any act of omission or commission in connection with this agency, including, but not limited to, any loss or damages suffered by an exhibitor as a result of any act or omission of any vendor, service provider, or other exhibitor. Exhibitors and their representatives hereby release the American Academy of Pediatrics from any and all liabilities for loss or damage ensuing from any cause whatsoever, except for claims for damages or injuries resulting from the Academy’s failure to fulfill its obligations as set forth in this packet.

In addition, each Exhibitor assumes responsibility and agrees to indemnify and defend the Academy and the Loews Royal Pacific Resort at Universal Orlando and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises.

The Exhibitor understands that neither the Academy nor the Loews Royal Pacific Resort at Universal Orlando maintain insurance covering the Exhibitor’s property and it is the sole responsibility of the Exhibitor to obtain such insurance.

**Fire & Safety Regulations** - Federal, state, and city fire laws must be strictly observed. Aisles must be kept clear of boxes during exhibit setup and dismantling. Wiring must comply with fire department and underwriters’ rules. All decorations must be fireproofed and a certificate of proof available for Fire Marshal inspection.

Only those individuals directly responsible for the setup and dismantling of the display will be permitted in the exhibit area during move-in/move-out times.