

NORTH PACIFIC PEDIATRIC SOCIETY

APRIL 27-29, 2012
HYATT REGENCY HOTEL – BELLEVUE, WASHINGTON

EXHIBITOR PROSPECTUS

ATTENDEES

Attendees at this conference include Pediatricians, RN's, ARNP's, and PA's from throughout Washington, Oregon, Idaho, and Montana States as well as British Columbia, CAN. Anticipated attendance is 80-100 physicians.

SCHEDULE

Friday

4:30 - 6:00 PM	Booth Setup
6:00 - 7:30 PM	Reception with Attendees (Optional)

Saturday

5:30	7:00 AM	Booth Setup
7:00	8:00 AM	Registration
8:00	10:00 AM	Meeting
10:00	10:45 AM	Break with Exhibitors
10:45	12:00 PM	Meeting
12:00	2:00 PM	Lunch, Meet with Exhibitors
2:00	3:40 PM	Meeting
3:40	4:10 PM	Break with Exhibitors
4:10	6:00 PM	Meeting

LOCATION

Hyatt Regency Bellevue
900 Bellevue Way NE
Bellevue, WA 98004

We are proud to designate the Hyatt Regency Bellevue as our Conference Headquarters. The hotel recently completed a dazzling multimillion-dollar renovation of its public space, meeting and guest rooms. You are sure to find every aspect of the hotel to your liking.

LODGING RESERVATIONS

To make your reservations at The Hyatt Regency Bellevue, call **425-462-1234, or 1-800-233-1234** and ask for the **NPPS Meeting Special Guest Room Rate**: \$135.00 Standard or Double Occupancy; \$160.00 Triple Occupancy; \$185.00 Quadruple Occupancy, plus applicable taxes. Prices only guaranteed through February 15, 2012.

Room rates include complimentary access to the Hotel's fitness center.

BOOTH SPACE

Exhibitors will receive one six foot skirted and clothed table and two chairs.

REPRESENTATIVE REGISTRATION

All exhibitor representatives must be registered for the meeting. A standard exhibit includes two meeting registrations for two exhibit representatives. Exhibit representatives will not be allowed on the exhibit floor without a registration and a name badge. Extra vendor reps are \$100 each.

See the schedule for a complete list of opportunities to network with attendees, including the Friday reception, continental breakfast, and breaks and the Saturday morning continental breakfast and breaks.

MOVE IN

Thursday, April 26	TBD
Friday, April 27	5:30 AM

MOVE OUT

Saturday, April 28	5:00 PM
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Please note: Exhibitor breakdown and move out prior to this designated time is strictly prohibited unless previously approved.

EXHIBITOR ACCESS TO THE HOTEL

Priority exhibitor load-in for this event is through Hyatt Hotel loading dock located off of 106th Ave. Take the freight elevator to the 1st level.

Alternately, you may load-in through the hotel entrance located on NE 10th Street.

All exhibitors must use these designated access and egress points during move-in and move-out times. General public access through the front lobby is not allowed.

Immediately upon arrival, exhibit items must be unloaded and vehicles moved and parked in a designed parking area. Vehicles left over 10 minutes are subject to being towed.

EXHIBITOR SHIPPING AND STORAGE

All exhibitors are more than welcome to ship their boxes to the hotel. Each standard box shipped to the Hyatt (no more than 3 days before the event start date) will be charged \$5.00 per box. In order to receive your shipped boxes, you will need to have a credit card on site for the hotel to charge. The hotel will then deliver the boxes to your exhibit table. Exhibitors shipping out boxes are required to have the shipping labels printed clearly and taped to each box before sending out (see below for outbound instructions.)

All boxes should be shipped with this address:

Hyatt Regency Bellevue
Attn: NPPS (Exhibitor name, company)

900 Bellevue Way NE

OUTBOUND: The Hyatt Regency has Fed-Ex and UPS bill of lading available at the front desk. The scheduled daily pick up is at 2:30 PM. You are responsible for completing and leaving completed Bill of Ladings forms with your items to be picked up at the hotel. For all other shipments you will need to make arrangements with your carrier to pick up at the Hyatt Regency before 6:00 PM on Saturday, April 28.

ELECTRICAL HOOKUP

Arrangements for electrical access must be prearranged with Darla White, ddw@wsma.org, 206-956-3642. There is a \$30 charge for electrical.

SHOW MANAGEMENT QUESTIONS

Darla White
NPPS Association Executive
Ph 206-956-3642; Fax 206-441-5863;
Email ddw@wsma.org

LIABILITY

It is agreed that exhibitors hereby agree to protect, indemnify, and defend and hold NPPA and the Hyatt Regency Bellevue and their employees and agents harmless against all third-party claims, losses and damages to persons or property, government charges or fines and attorney's fees to the extent directly caused by negligence or willful misconduct of exhibitor's installation, removal, maintenance, occupancy or use of exhibition premises or any part thereof.

In addition, exhibitor acknowledges that the NPPS/ Hyatt Regency Bellevue do not maintain insurance coverage for exhibitor's property or injury to exhibitor or its representatives, agents, employees, licensees or invitees. It is recommended that exhibitor obtain adequate insurance coverage, at its own expense, for property loss or damage and liability for personal injury.

CANCELLATION OR POSTPONEMENT OF CONFERENCE

In the event the conference is postponed due to any occurrence not occasioned by the conduct of NPPS/Hyatt Regency Bellevue, or that such occurrence be an act of God or the result of war, riot, civil commotion, sovereign conduct, or the act or conduct of any person or persons not party or privy to this contract, then the performance of such parties under this contract shall be excused for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof, and in any event for the duration of such postponement. In the event that such occurrence results in cancellation of the conference, each party hereby releases the other from all obligations under this contract.

Any exhibitor desiring to cancel exhibit space for the conference shall notify Darla White of the NPPS in writing either by mail or email send to ddw@wsma.org. An administrative fee of \$200.00 is withheld on refunds. No refunds are made on cancellations after March 31, 2012.

EXHIBIT PRACTICES AND REGULATIONS

The NPPS reserves the right to restrict exhibits, without refund, that have been falsely submitted, and to terminate an agreement if payment is not received within 10 days of receipt of agreement.

Distribution of literature, samples, etc. in the exhibit area by firms not participating as a registered exhibitor is prohibited.

No exhibitor shall sublet, assign, or share any of the space allocated to him. Exhibitor representatives must be employees or designated agents of the exhibiting company. Exhibitor representatives may not represent other companies other than the company contracting for the exhibit space.

Solicitations or demonstrations by exhibitors must be confined within the bounds of their own respective booths.

Aisle space shall not be used for exhibit purposes. Display signs and displays are also prohibited in any of the public space or elsewhere on the premises of the conference and lodging facilities.

Social activities sponsored by an exhibitor that might conflict with the conference schedule must be cleared with the show management.

Electronic and other apparatus must be operated so that the noise will not interfere with other exhibitors. No musical presentations are allowed, live or mechanical, without the written authorization of Conference Management.

All display materials and decorations must comply with requirements of the local fire authorities. Display fabrics must be nonflammable.

Exhibitors must purchase food and beverage from the convention center's catering division for distribution (Small candies excluded). Exhibitors must comply with the terms of the catering division contract.

Care must be taken by the exhibitor not to deface or destroy any part of the exhibit area. In the event of property damage caused by him/her, the exhibitor will be held responsible.

Use of the name "NPPS" or that of any officer of said associations, in recommendation or endorsement of a product or service, are expressly prohibited.

Animals or pets, with the exception of ADA Service Animals, are not permitted on the exhibit floor for this event.

Helium, or lighter than air, filled balloons are not permitted on the exhibit floor.

If tape is to be used on the exhibit floor must be Shur Tape or Bron Tape BT-100 or BT-105.