



IATP
International Affiliation
of Tongue-tie Professionals

IATP Conference
June 16-19, 2022
The Palmer House | Chicago, IL

EXHIBITOR & SPONSOR CONTRACT

Exhibiting/Sponsor Company

Name _____
Street Address _____

City _____
State _____ Zip _____
Website _____

Main Point of Contact Information

Name _____
Title _____
Email Address _____

Office Number _____
Mobile Number _____

Purchased Item/Items and amount _____

Total Amount: _____

PAYMENT POLICY: Exhibitor/Sponsor agrees to pay a 50% non-refundable deposit of the total cost of exhibit/sponsorship within 7 calendar days of contracting said exhibit/sponsorship. IATP reserves the right to cancel exhibit/sponsorship if the 50% deposit is not made within 7 days. Final payment for the balance of exhibit/sponsorship is due no later than May 26, 2022. IATP reserves the right to cancel any exhibit/sponsorship who has not paid in full by June 2, 2022. For any exhibit/sponsorship that is made within 7 days of the IATP Conference, payment must be made in full prior to the IATP Conference. Any Exhibitor/Sponsor who has any remaining balance due for the 2022 IATP Conference will not be allowed to setup until their balance has been paid in full.

By signing and returning this form, you are agreeing to IATP's Rules & Regulations. Exhibit/Sponsorship is not finalized until executed by IATP.

Company Representative Date

IATP Representative Date

**Upon Signing, please return to: chairperson@tonguetieprofessionals.org*

IATP CONFERENCE EXHIBITOR/SPONSOR RULES & REGULATIONS

Terms & Conditions for Exhibiting and Sponsoring with the International Affiliation of Tongue-tie Professionals Conference, herto referred to as IATP. These rules and regulations apply to the 2022 IATP Conference, held in Chicago, IL, June 16-19, 2022. IATP reserves the right to remove any Exhibit/Sponsor application for reasons including, but not limited to, the inappropriateness of promoting Exhibitor/Sponsor's product and/or services. As a condition of exhibiting and/or sponsoring, each Exhibitor/Sponsor agrees to observe the rules outlined in this document, and any exhibiting/sponsoring company that does not do so will be subject to whatever action deemed necessary by IATP to correct or prevent the violation.

It is the exhibiting/sponsor company's responsibility to communicate all information regarding rules and policies to all members of the company who will be participating in the IATP Conference, as well as to any agents, contractors, or other personnel authorized or acting on behalf of the exhibiting company prior to and during the IATP Conference. Each Exhibitor/Sponsor agrees to advertise only its products or services.

1. ACCEPTANCE

IATP reserves the right to reject exhibiting/sponsoring companies whose product or service is not in line with the mission of IATP. IATP will not allow exhibits/advertisements marketing alcohol, tobacco, or firearms, and has the right to reject materials with sexual connotations in questionable taste. IATP also holds the right to refuse exhibiting/sponsor companies that are in direct competition with IATP. This contract should not be misconstrued as an endorsement by IATP of Exhibitor/Sponsor products and services. This contract is binding upon IATP's final acceptance of exhibit/sponsorship.

2. PAYMENT TERMS:

Exhibitor/Sponsor agrees to pay a 50% non-refundable deposit of the total cost of exhibit/sponsorship within 7 calendar days of contracting said exhibit/sponsorship. IATP reserves the right to cancel exhibit/sponsorship if the 50% deposit is not made within 7 days. Final payment for the balance of exhibit/sponsorship is due no later than May 26, 2022. IATP reserves the right to cancel any exhibit/sponsorship who has not paid in full by June 2, 2022. For any exhibit/sponsorship that is made within 7 days of the IATP Conference, payment must be made in full prior to the IATP Conference.

Any Exhibitor/Sponsor who has any remaining balance due for the 2022 IATP Conference will not be allowed to set up until their balance has been paid in full.

3. CANCELLATION AND WITHDRAWAL:

All cancellations must be received in writing and submitted to chairperson@tonguetieprofessionals.org. The date the Exhibitor/Sponsor's written request of cancellation is received by IATP will be considered the official cancellation date.

On or before, May 26, 2022: Cancellations made on or before May 26, 2022 will receive a 50% refund of the TOTAL exhibit/sponsorship. If paid in full, 50% of the exhibit/sponsor fee will be refunded. If only a deposit has been made up to

this point, the deposit (up to 50% of total exhibit/sponsorship cost) will be surrendered. After Friday, May 26, 2022: No refund is given.

4. USE OF SPACE:

All demonstrations, distribution of circulars, or other promotional activities must be confined to the limits of the exhibit space, and must not interfere with adjacent exhibitors or intrude on aisle space. No Exhibitor shall assign, sublet, or share the space allotted without the knowledge and written consent of the IATP. There are no booth shares permitted. Exhibitors/Sponsors shall not under any circumstances distribute any form of materials relating to the exhibit/sponsorship in any area of the conference beyond their exhibit space unless previously approved by IATP.

5. STAFFING OF EXHIBITS:

No more than three individuals may operate a single exhibit space at the same time. All exhibitor/sponsor personnel must be registered and wear their badge at all times during the conference.

6. FOOD AND BEVERAGE:

No food and/or beverage may be served without prior permission from IATP and facility.

7. RESTRICTIONS IN OPERATION OF EXHIBITS:

IATP reserves the right to shut down exhibitors/sponsors which, in the sole discretion of IATP, are in bad taste, are excessively noisy, employ offensive or unprofessional methods of operation, or in any way detract from the quality of the

exhibition/sponsorship, interfere with the other Exhibitors/Sponsors, or are detrimental to IATP's professional image. Exhibitors shall not use their exhibit space or conduct any other convention activities which impugn, demean, or contravene the product, services, or organization of any other Exhibitor/Sponsor. IATP reserves the right to evict any persons or Exhibitors/Sponsors whose conduct is deemed in violation of this agreement, offensive, disruptive, unethical, or undignified; and to prevent the distribution of materials that are in any way incompatible with IATP's standards of decorum, taste, or professionalism. In the event of such restriction or eviction, IATP is not liable for any refunds of rentals or other exhibit/sponsor expenses. Unusual advertising plans and stunts which are designed to attract attention to a particular exhibit must be submitted to IATP one week prior to the conference.

8. FACILITY MEETING SPACE:

No exhibitor/sponsored meetings, entertainment, or similar activities will be permitted in the hotel, meeting rooms, or other private or public facilities of the hotel without the prior approval of IATP.

9. PROPERTY DAMAGES:

Exhibitors/Sponsors or their agents shall not in any way damage the building, the booths, or the equipment of the

booths. No signs, parts of exhibits, supplemental lighting, or any other exhibit material may be taped, posted, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or any interior or exterior surface of the facility or furniture.

10. SECURITY

Although security service will be furnished, IATP cannot and will not be responsible for damage to, loss and/or theft of property belonging to any Exhibitor/Sponsor, its agents, employees, business invitees, visitors or guests. Each Exhibitor/Sponsor must carry their own insurance.

11. INSURANCE:

Notwithstanding the fact that IATP may employ security service - neither security personnel, neither IATP, hotel management, or any of the officers or employees of the above will be responsible for the safety or property of Exhibitors/Sponsors from theft, strike, or damage by fire, water, storm, or vandalism. Each Exhibitor/Sponsor acknowledges that it is responsible for obtaining appropriate insurance coverage.

12. LIMITATIONS AND LIABILITY:

Neither IATP, its officers, directors, members, representatives or employees, suppliers, nor the meeting facility, nor the service contractor or their officers, representatives, employees, or subcontractors shall be liable for, and are hereby released from, any

claims, liabilities, losses, damages or expenses relating to or arising out of any injury to any personnel of Exhibitor/Sponsor or to any other person for any loss of or damage to any property of the Exhibitor/Sponsor or any other property where such injury, loss or damage is incident to, arises out of, or is in any way connected with Exhibitor/Sponsor's participation in the

Conference. The Exhibitor/Sponsor shall be fully responsible for any such injury, loss, or damage and the Exhibitor/Sponsor shall protect, indemnify, hold harmless, and defend IATP, its officers, directors, agents, employees, the Palmer House, its owners, agents, and employees against all such claims, liabilities, losses, damages, and expenses. Exhibitor shall, and shall cause its employees to, indemnify, defend and hold harmless IATP, the Palmer House, its members, employees, agents and contractors from all liability arising from or related to the use of the exhibit/sponsor space including, without limitation, transportation, placement, removal or display of exhibit and drayage.

13. SAFETY, FIRE, AND HEALTH:

The Exhibitor is charged with knowledge of all local laws, ordinances, and regulations pertaining to health, fire prevention, and public safety affecting his or her participation in the exhibition. Compliance with such laws is mandatory for all Exhibitors/Sponsors and is the sole responsibility of the Exhibitor/Sponsor. All materials used in the exhibit area must be flameproof and fire-resistant to conform to local fire ordinances and the fire regulations of the facility. All hangings must clear the floor and electrical wiring must conform to local ordinances. If unusual equipment is to be installed, or equipment that conflicts with fire codes is to be used, the Exhibitor should communicate with the IATP for information concerning the facility and its regulations.

All projection equipment and activities must be in accordance with the requirements of the fire prevention authorities and in compliance with any agreements entered into by IATP with the management of the exhibits or applicable labor unions. All plans for installation and operation of projection equipment must be approved by IATP before operation is undertaken. All lighting devices, displays, or demonstrations must be arranged in such a manner as not to distract or interfere with other exhibitors or the conference in general. Exhibits which include the operation of lighting devices, sound equipment, or any noise-making devices must secure approval for the operation of same from the Exhibits Manager prior to the opening of the exhibition.

14. FORCE MAJEURE:

In case of cancellation or suspension of the Exhibition due to force majeure an extraordinary event or circumstance beyond the control of the parties including fire, blizzard, flood, earthquake, volcanic eruption, storm, hurricane or other natural disaster,

war, regulations of the authorities, strike, or other circumstances beyond the control of IATP that might render it impossible or difficult to carry through the arrangement, IATP shall be entitled to transfer, in whole or in part, the arrangement to other premises, to postpone the implementation of the arrangement to another time or to cancel the arrangement, and IATP shall not be liable to pay compensation to the Exhibitor or be bound to reimburse the stand rental paid, neither be liable for any expenditure or liability or loss, including consequential loss incurred by the Exhibitor.

15. MUSIC LICENSING:

The Exhibitor/Sponsor shall be responsible for securing any and all necessary licenses or consents for:

a) Any performance, displays, or other uses of copyrighted works or patented inventions, and

b) any use of any name, likeness, signature, voice or other impression, other intellectual property owned by any third party used, directly or indirectly, by the Exhibitor. The Exhibitor/Sponsor hereby agrees to indemnify, defend and hold IATP harmless from and against any claim of liability and any resulting loss, cost or damage (including costs of lawsuit and attorney's fees) for failure to obtain these licenses or consents and/or for infringements or other violations of the property rights or the rights of privacy or publicity of any third party.

16. AMERICANS WITH DISABILITIES ACT:

Exhibitors shall be responsible for making the exhibit accessible to persons with disabilities as required by the Americans with Disabilities Act.