



# ACCP

AMERICAN COLLEGE OF CLINICAL PHARMACOLOGY

Advancing Clinical Care through Pharmacology®

P.O. Box 1637 | Rockville, MD 20849

Phone: 240.399.9070 | Fax: 240.399.9071 | [www.ACCP1.org](http://www.ACCP1.org)

## Exhibit & Sponsorship Application

### 2024 ACCP Annual Meeting

September 8-10, 2024

Bethesda N Marriott Hotel & Conf Ctr

N Bethesda, MD

Submit application to: [KPreiss@ACCP1.org](mailto:KPreiss@ACCP1.org)

#### CONTACT INFORMATION

COMPANY NAME \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ JOB TITLE \_\_\_\_\_

EMAIL \_\_\_\_\_ WEBSITE \_\_\_\_\_

PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

#### EXHIBIT PACKAGE OPTIONS

**Exhibit Only** \$2,500 \$ \_\_\_\_\_  
Includes Two Exhibit Passes\*

**Exhibit Plus Full Registration** \$3,000 \$ \_\_\_\_\_  
Includes Two Exhibit Passes & One Full Registration to the Annual Meeting\*

**Additional Exhibit Pass\*** \_\_\_\_\_ x \$250 each \$ \_\_\_\_\_

Please indicate your three Exhibit Space preferences: #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

#### SPONSORSHIP OPPORTUNITIES

##### Sponsorship Package Levels

☐ Platinum (\$7,500-\$10,000) ☐ Gold (\$5,000-\$7,499) ☐ Silver (\$3,500-\$4,999) \$ \_\_\_\_\_

**TOTAL \$** \_\_\_\_\_

##### Payment Information

ACCP requires payment in full when application is submitted.

ACCP accepts the following methods of payment

- Checks payable to ACCP in US Dollars and drawn on a US Bank. Mail to ACCP, PO Box 1758, Ashburn, VA 20146-1758
- Wire Transfer (please contact ACCP for information)
- Credit Card (AMEX, MasterCard, VISA)

ACCP Tax ID number: 22-1950891

##### Credit Card Payment

AMEX VISA MasterCard

Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_ CSV \_\_\_\_\_

Billing Zip Code \_\_\_\_\_

Cardholder Name (print) \_\_\_\_\_

Authorized Signature \_\_\_\_\_

##### Cancellation Policy

Cancellations will be accepted until August 1, 2024 and are subject to a \$500 administrative fee. All cancellation notices must be received in writing.

\*Exhibit personnel passes and Full Meeting registrations associated with your Exhibit package may not be used for any Faculty Speakers. As an Accredited provider of CME and CPE, ACCP must ensure that education is separated from promotion and as such, Exhibitor registrations are considered promotional registrations. If Exhibitors wish to participate as Faculty Speakers in the educational program, they must register and attend the CE program as learners and pay the appropriate fees.

I acknowledge that as an authorized representative of the above stated Exhibitor, I have received, reviewed, and agree that Exhibitor will comply with the *Rules & Regulations*. Exhibitor agrees to receive all written and electronic correspondence from ACCP in reference to the ACCP Annual Meeting. This exhibit application will become a contract upon Exhibitor's authorized signature and ACCP's acceptance and approval.

Exhibitor Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_



# ACCP

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## Exhibitor & Sponsor Rules & Regulations

The Exhibitor & Sponsor Rules and Regulations set forth are provided as an attachment to the ACCP Annual Meeting Exhibitor & Sponsor Application and are incorporated into and made a part of that document. These Rules and Regulations and the requirements set forth are part of a contract between the Exhibitor & Sponsor and ACCP, and that submission of the Application and by signing below each agrees that it shall timely and diligently comply in full with all such requirements.

### **Americans with Disabilities Act (ADA)**

All Exhibiting companies are required to ensure that their respective Exhibit spaces are in compliance with the Americans with Disabilities Act (ADA) and are encouraged to be sensitive, and as reasonably accommodating as possible, to Attendees with disabilities. Information regarding ADA compliance is available online at <http://www.ada.gov>. ACCP accepts no responsibility for ensuring such ADA compliance.

### **Ancillary/Competing Event**

Any Exhibitor & Sponsor event taking place during the ACCP Annual Meeting (whether at the hotel or off-property) must be disclosed to and approved by ACCP in writing at least 60 days prior to the first date of the ACCP Annual Meeting by the ACCP Staff ([KPreiss@ACCP1.org](mailto:KPreiss@ACCP1.org)). Attendees, Sponsors, Exhibitors, vendors and service providers may not sponsor private or independent functions during published ACCP Annual Meeting hours, educational programs or other official ACCP food functions or events. Irrespective of Exhibitor & Sponsor status, ACCP reserves the right to restrict private functions to times that do not conflict with the official meeting program or officially sponsored evening functions or events.

### **Damage to Property**

Exhibitor & Sponsor is solely responsible for and liable for any and all damage to the hotel property or Exhibitor & Sponsor room location caused by Exhibitor & Sponsor, Exhibitor's & Sponsor's agents, employees, representatives, contractors or invitees. Such damage shall include but not be limited to the building floors, walls or columns, or to standard Exhibit space equipment, or to other Exhibitor & Sponsor property. Exhibitor & Sponsor may not apply paint, lacquer, adhesive or other coatings to building columns, floors or walls or to standard Exhibit space equipment or in any manner alter the facility without the prior written consent of the ACCP and the hotel's management. Each Exhibitor & Sponsor is required to carry commercially reasonable limits of property, casualty and commercial liability insurance in an amount not less than \$1,000,000, naming ACCP as an additional named insured on such policies.

### **Exhibitor Representative's Responsibility**

Neither ACCP nor its Officers, Regents, employees, agents, representatives or contractors associated with the ACCP Annual Meeting shall be responsible for any injury, loss or damage to property that may occur to Exhibitor or to Exhibitor's agents, employees, affiliated personnel, officers, directors or contractors, representatives, invitees or any of their property, businesses or other activities from any cause whatsoever, prior to, during or subsequent to the ACCP Annual Meeting.

### **Local Laws**

Each Exhibitor & Sponsor and their respective Exhibits must fully comply with local laws, fire ordinances and union regulations. This also includes local laws and hotel regulations related to appropriate behavior and the consumption of alcohol.

### **Prizes/Raffles and Contests**

The operation of games of chance or lottery devices, or the actual or simulated pursuit of any recreational past time, must be in conformance with US Federal Trade Commission regulations and the applicable laws of the state in which the meeting is held as they apply to "games of chance. The responsibility for registration and payment of any fees for conducting a regulated game of chance is the sole responsibility of the Exhibitor & Sponsor. Further, all contests and the nature of each must be fully disclosed to and approved by ACCP Staff at least 30 days prior to the ACCP Annual Meeting.

Each Exhibitor & Sponsor agrees that any products or services to be shown at their respective Exhibit spaces shall properly and accurately represent the Exhibitor's or Sponsor's products or services.

Any signage to be used by the Exhibitor or Sponsor shall be fully compliant with hotel restrictions as to appearance and placement and shall be approved in advance by ACCP.

No Exhibitor or Sponsor may assign or share its Exhibit space with any other party without prior written disclosure to and approval by ACCP.

No Exhibitor or Sponsor may engage in conduct during the course of the ACCP Annual Meeting that is illegal, disruptive, excessively loud or which materially interferes with the ability of other Exhibitors or Sponsors to conduct their activities.

There shall be no cooking or service of alcohol at any Exhibitor or Sponsor space.

Each Exhibitor & Sponsor shall be solely responsible for the shipment of its Exhibit/Exhibit space materials to the hotel and for the appropriate storage of the same and any crates or boxes in compliance with hotel requirements.

Each Exhibitor & Sponsor agrees to comply in full with the pre disclosed schedule for the set up and tear down of their respective Exhibitor spaces. Any delay which incurs a penalty imposed by the hotel will be the sole responsibility of the Exhibitor & Sponsor.

The Exhibitor & Sponsor agrees to indemnify, defend and hold harmless the ACCP, its Officers, Regents, employees, volunteers, agents and authorized representatives and contractors from and against any and all third party claims, actions, causes of action, losses, liabilities, injuries or damages to persons or property, and expenses, including reasonable attorney's fees and court costs arising out of or resulting from the negligent acts, errors or omissions, breach of these Rules and Regulations or the requirements of the Prospectus, violation of hotel issued rules, regulations or policies, or intentional or willful misconduct on the part of the Exhibitor, Sponsor, or its officers, directors, employees, agents, representatives, contractors or invitees in the course of Exhibiting or Sponsoring at the ACCP Annual Meeting. This duty of indemnification shall survive the termination or expiration of this document or the ACCP Annual Meeting.

In the event that the ACCP Annual Meeting is cancelled or postponed due to any occurrence not occasioned by the conduct of ACCP or the Exhibitor & Sponsor, whether such occurrence be an Act of God, natural disaster, fire, flood, common enemy, result of war, civil disorder, labor dispute/strike, terrorist action, government action, curtailment of transportation facilities, biological hazard, pandemic, public health hazard or warning or any act or conduct of any person or persons not a party to this agreement, then performance of the parties hereto shall be excused for such period of time as is reasonably necessary after such occurrence to remedy effects thereof, and in any event for the duration of such postponement. In the event that such occurrence results in the cancellation of the ACCP Annual Meeting, the obligations of the parties under this agreement shall automatically be terminated and all rental payments made under this lease of space shall be refunded by ACCP, less a pro rata share of expenses actually incurred by ACCP in connection with the ACCP Annual Meeting.

Any dispute arising out of this document shall be governed by the laws of the Commonwealth of Virginia and shall be resolved by binding arbitration to be held in Northern Virginia pursuant to the Commercial Rules of Arbitration of the American Arbitration Association. The finding of the arbitration shall be binding and enforceable in a court of competent jurisdiction.

As an accredited provider of ACCME & ACPE Continuing Education, all commercial support Sponsorships must be given with the full knowledge of ACCP and no other payments may be given to the director of the educational program, planning committee members, teachers or authors, joint sponsors or any others involved in the Activity. More information [here](#).

I acknowledge that as an authorized representative of the above stated Exhibitor & Sponsor, I have received, reviewed, and agree that Exhibitor & Sponsor will comply with the above Policies for Exhibitors & Sponsors at the ACCP Annual Meeting and that Exhibitor & Sponsor will comply with all updates of such policies applicable to the ACCP Annual Meeting.

|              |            |
|--------------|------------|
| _____        | Date _____ |
| Signature    |            |
| _____        |            |
| Printed Name |            |
| _____        |            |
| Company      |            |