



# PROSPECTUS 2020

September 14-17, 2020

Washington Marriott Wardman Park • Washington, DC





# NASP

**NATIONAL ASSOCIATION OF  
SPECIALTY PHARMACY**

On behalf of the National Association of Specialty Pharmacy (NASP), it is our pleasure to invite you to join us on September 14 - 17, 2020, for the 8th Annual NASP Meeting & Expo once again being held at the Washington Marriott Wardman Park. Becoming a sponsor or exhibitor demonstrates your commitment to partnering with us to provide education, share best practices, explore potential partnerships and synergies, and foster connectivity amongst all specialty pharmacy industry stakeholders. Over 1,200 specialty pharmacy professionals will convene in Washington, DC...and we need YOU there, too!

Attendees include senior executives, pharmacy directors, clinical pharmacists, consultants, and other management-level personnel from specialty pharmacy providers, infusion pharmacies, pharma/biotech manufacturers, institutional pharmacies, managed care organizations, data management and analytic organizations, group purchasing organizations, distributors, and suppliers to the industry.

Through diverse sponsorship and exhibitor opportunities, you are perfectly positioned to connect with thought leaders, decision makers, and key stakeholders throughout the industry. Exhibiting at the Annual Meeting & Expo provides you the opportunity to shine the spotlight on your organization, differentiating you from the competition. Creative sponsorship opportunities increase your visibility and maximize foot traffic to your exhibit where important introductions and connections happen! Our sponsorship levels are diverse and can accommodate all investment levels. If you don't find a sponsorship that meets your needs, please let us know and we will work with you to create one that does. The Exhibit Hall is strategically designed to provide 65 exhibitors ample opportunity to showcase their company's capabilities and service offerings. In addition to the extensive exhibit hour schedule, meet and greets, receptions, refreshments and meals, poster presentations, and networking activities take place in the Exhibit Hall throughout the conference – all strategically scheduled to drive booth traffic and increase exposure.

The NASP Board of Directors and our dedicated member volunteers are committed to promoting and elevating specialty pharmacy practice. We are confident the 2020 Annual Meeting and Expo will be a resounding success. Your generous support is very much appreciated and paramount to our ability to continue to develop and implement strategic initiatives that support the needs of our industry.

Additional information on sponsorship and exhibitor opportunities are available in this prospectus. We sincerely appreciate your support and look forward to partnering with you in 2020.



**Sheila M. Arquette, RPH**

Executive Director  
National Association of Specialty Pharmacy  
[www.NASPnet.org](http://www.NASPnet.org)



NASP University is the official continuing education (CE) resource of the National Association of Specialty Pharmacy (NASP). NASP University was developed by and is managed through a partnership with ProCE, a nationally recognized provider of continuing education for health professionals. NASP University is guided by an advisory board composed of individuals nominated by member companies of NASP.



## About

The National Association of Specialty Pharmacy (NASP) is a 501(c)(6) nonprofit trade association representing all stakeholders in the specialty pharmacy industry. Our members include the nation's leading specialty pharmacies, pharmaceutical and biotechnology manufacturers, group purchasing organizations (GPOs), distributors, and more. With more than 125 corporate members and more than 2,000 individuals, NASP is the unified voice of specialty pharmacy in the United States.

NASP provides educational programs through its Annual Meeting & Expo and NASP University, supports specialty pharmacy certification, and represents specialty pharmacy to Congress and federal regulatory agencies.

## Why exhibit and sponsor?

The Annual Meeting & Expo gives you access to decision-makers, executives, and owners involved in specialty and health-system pharmacy. The meeting provides maximum exposure for your company by positioning it as an industry leader and creating a platform to showcase your innovative products and services. With your support of this evolving market, you can expand your business with existing customers, establish strategic partnerships and network with industry leaders. The meeting is attended by CEOs, chief pharmacy officers, pharmacy directors, specialty pharmacy executives, health plans, pharmacy benefit managers, health systems, the pharmaceutical industry, GPOs, distributors, manufacturers, consulting firms, and vendors. NASP welcomes and encourages participation by all stakeholders in specialty pharmacy, such as:

- Pharmaceutical/biotech companies
- Health plans/reimbursement
- Pharmaceutical distribution services
- Pharmacy benefit management companies
- Specialty pharmacy
- Health-system pharmacy
- Patient support services
- GPOs/wholesalers
- Data management and analytics
- Technology vendors
- Pharmacogenomics organizations

## Exhibit Hall Hours:

<b>Monday, September 14</b>	4:00 p.m. - 7:00 p.m.
<b>Tuesday, September 15</b>	8:30 a.m. - 11:00 a.m. 11:30 a.m. - 1:00 p.m. 5:00 p.m. - 6:30 p.m.
<b>Wednesday, September 14</b>	10:00 a.m. - 10:30 a.m. 11:30 a.m. - 2:15 p.m.



## Schedule of Events

### MONDAY, SEPTEMBER 14

8:00 a.m. - 5:00 p.m.

#### Specialty Pharmacy Law Conference

8:00 a.m. - 3:00 p.m.

#### Home Infusion Workshop

8:00 a.m. - 4:00 p.m.

#### CSP Exam Prep Course

4:00 p.m. - 7:00 p.m.

#### Exhibit Hall Welcome Reception

### TUESDAY, SEPTEMBER 15

8:30 a.m. - 11:00 a.m.

#### Attendee Networking

9:00 a.m. - 5:00 p.m.

#### General Sessions

9:00 a.m. - 12:30 p.m.

#### CE Satellite Symposia

5:00 p.m. - 6:30 p.m.

#### Exhibit Hall Happy Hour

### WEDNESDAY, SEPTEMBER 16

7:00 a.m. - 8:00 a.m.

#### Wellness Initiative

7:00 a.m. - 8:00 a.m.

#### CE Satellite Symposium

8:00 a.m. - 5:45 p.m.

#### General Sessions

12:00 p.m. - 1:30 p.m.

#### Product Theater

12:00 p.m. - 2:00 p.m.

#### Women in Specialty Pharmacy Luncheon

### THURSDAY, SEPTEMBER 17

6:30 a.m. - 7:30 a.m.

#### Wellness Initiative

7:00 a.m. - 8:00 a.m.

#### CE Satellite Symposium

8:30 a.m. - 4:00 p.m.

#### General Sessions

\*Agenda is subject to change.

### NASP 2020 Hotel Information

Washington Marriott Wardman Park  
2660 Woodley Rd NW • Washington, DC 20008

Phone: (202) 328-2000

A limited block of rooms has been set aside at the Washington Marriott Wardman Park with a special NASP conference rate of \$269 per night, plus applicable state and local taxes. To reserve a room visit [www.naspmeeing.com/hotel-travel](http://www.naspmeeing.com/hotel-travel). Please note, you must register for the meeting prior to reserving a room.

## Thank You to Our 2019 Exhibitors

4THSOURCE  
THE POWER OF *N*



AdhereTech

asembia

AVENTICGROUP

BARCLAY  
DAMON LLP

Biologics  
By McKesson



CardinalHealth

CASSIAN  
SOLUTIONS

Chetu  
World-Class Software Solutions

CITUS  
HEALTH

COMPREHENSIVE  
PHARMACY SERVICES  
*How Hospital Pharmacy Leaders Drive Transformation*

CORNERSTONE  
Health Solutions

CSI  
SPECIALTY  
GROUP

CuraScriptSD  
CARING FOR THOSE WHO CARE™



DIPLOMAT

EVERSANA™

FIRST  
FINANCIAL  
BANK  
PHARMACY LENDING DIVISION  
www.fb1.com

FRAMEWORK  
Management Information

FRIER LEVITT  
ATTORNEYS AT LAW

GILEAD

HealthCrowd

HEALTHWELL  
FOUNDATION

Hercules  
Hercules Pharmaceuticals, Inc.

HOURBANDS

innovatix  
A PREMIER INC. COMPANY

inovalon  
healthcare empowered

keycentrix™

KeySource™

LicenseTrak™

MHA™  
Exceptional Service. Extraordinary People.

Maxor  
SPECIALTY SOLUTIONS

MICRO  
Merchant Systems  
*Software Without Limits!*

NABP  
National Association of  
Boards of Pharmacy



NHIA  
National Home Infusion Association

Onco360  
ONCOLOGY PHARMACY

CareMed  
SPECIALTY PHARMACY

PAN Foundation

Pepper Hamilton LLP  
Attorneys at Law

pharmacists  
mutual  
TOMORROW. IMAGINE THAT.

PioneerRx  
Pharmacy Software

ProMetrics  
A Concerto HealthAI Company

REALVALUE<sub>Rx</sub>

ReCept  
pharmacy  
*We make people feel better*

Relay

SHIELDS  
HEALTH SOLUTIONS

Specialty  
Pharmacy  
Times

STACK  
for pharmacy

SullivanLuallin  
Group  
*A Better Care Experience*

surescripts

Temptime  
Improving Global Health

CPPA  
CENTER FOR  
PHARMACY  
PRACTICE  
ACCREDITATION

therigy

Trellis<sub>Rx</sub>

PHARMACY<sub>iQ</sub>  
A TROISE SOLUTION

urac

US Bioservices  
AmerisourceBergen

WellDyne<sub>Rx</sub>

WellSky

## Space Assignment and Exhibit Fees

**Exhibit date: September 14 -16, 2020**

**Closing Date: July 15, 2020**

**10' x 20' space**     \$11,500 (for profit)     \$3,500 (nonprofit)

Includes 3 registrations

**10' x 10' space**     \$5,750 (for profit)     \$1,750 (nonprofit)

Includes 2 registrations

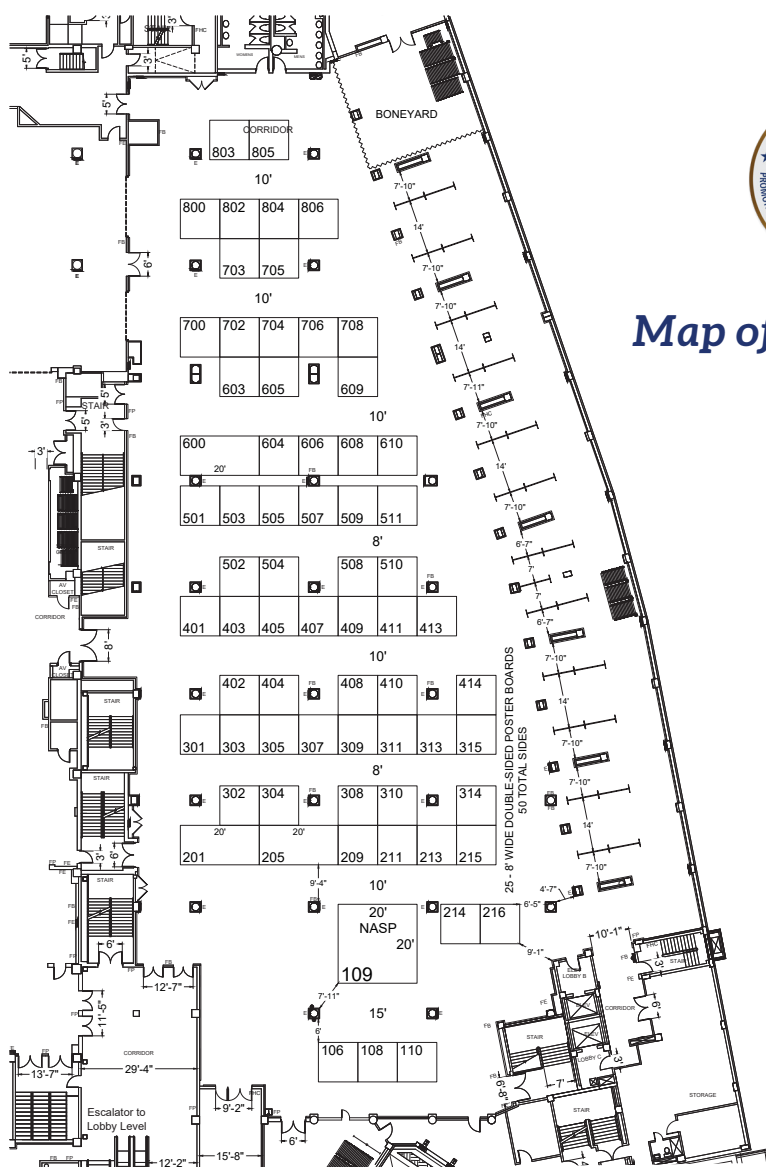
Space will be assigned according to the date by which the contract and deposit are received.

The following services will be provided to exhibitors at no additional charge:

- Standard identification sign displaying the exhibitor's name and booth number
- Complimentary exhibitor listing in the NASP Conference Guide
- Booth includes table, chair, and wastebasket

**Note:** Each additional exhibitor badge is \$500 (limit 2). Payment for space must be received by **July 15, 2020**. Staff names must be submitted to NASP no later than **July 15, 2020**.

**Contracts received before July 15, 2020:** A deposit equal to 50% of the total amount due is required upon receipt of contract. The remaining balance will become due July 15, 2020. **Contracts received on/after July 15, 2020:** Payment in full is due at the time the contract is submitted. Cancellation fees will be incurred beginning April 2, 2020.



**Map of Exhibit Hall**

## Sponsorship Packages\*

### PLATINUM



**\$45,000**

- 12 Full conference registrations
- Acknowledgment on NASP website and association materials for 1 year
- 10' x 20' Exhibit space
- Acknowledgment on all conference signage and meeting materials
- Break sponsorship
- Tote bag insert
- Conference guide ad
- Welcome reception
- Cocktail reception
- Meeting room
- Table top

### GOLD



**\$35,000**

- 9 Full conference registrations
- Acknowledgment on NASP website and association materials for 1 year
- 10' x 20' Exhibit space
- Acknowledgment on all conference signage and meeting materials
- Break sponsorship
- Tote bag insert
- Conference guide ad
- Cocktail reception
- Meeting room

### SILVER



**\$25,000**

- 6 Full conference registrations
- Acknowledgment on NASP website and association materials for 1 year
- 10' x 10' Exhibit booth
- Acknowledgment on all conference signage and meeting materials
- Break sponsorship
- Welcome reception
- Conference guide ad
- Tote bag insert
- Floor decal

### PREMIUM



**\$15,000**

- 4 Full conference registrations
- Acknowledgment on NASP website and association materials for 1 year
- 10' x 10' Exhibit booth
- Acknowledgment on all conference signage and meeting materials
- Break sponsorship
- Welcome reception
- Tote bag insert

\*Sponsors will be listed in meeting program book.

Palladium, Platinum, Gold and Silver NASP Corporate members receive discounted sponsorship and exhibitor rates.



## Sponsorship Opportunities\*



### Keynote Speaker & Photo Booth \$45,000

Align your company with the most popular speakers of the conference. Keynote speakers focus on patient advocacy and health care policy.



### Charging Stations (2) \$12,500

Power the meeting! Your company logo will appear on up to 3 charging stations throughout the conference.



### Non-CE Symposium (Product Theater) \$30,000

Host a one-hour symposium to educate your target audience regarding a specific brand or therapeutic class. \*Average attendance: 40-50



### Wi-Fi \$12,500

Your company name is the password for the meeting Wi-Fi, providing you with maximum visibility and name recognition.



### Women in Pharmacy Luncheon \$30,000

Demonstrate your support of the advancement of women in pharmacy.



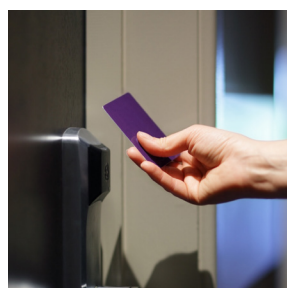
### Column Wraps (set of 3) \$10,000

Your message will be front-and-center throughout the main lobby of the conference for 3 full days of brand visibility.



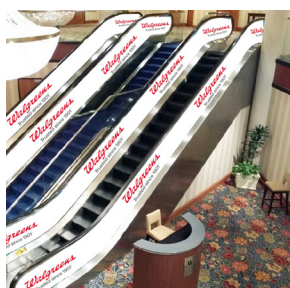
### Photo Booth \$12,500

Your company logo placed on signage at the interactive photo booth area during the welcome and cocktail reception.



### Hotel Key Cards \$10,000

Be seen first as guests check into the Marriott Wardman Park for their week with NASP.



### Escalator Clings (set of 2) \$12,500

Take over the escalators leading to the highly trafficked exhibit hall. NASP will handle print and display.



### Conference Tote Bags \$10,000

Upon registration, all attendees receive a custom tote bag showcasing your brand logo.

## Sponsorship Opportunities\*continued



### Abstract Sponsor \$10,000

Align your brand with research and the future of specialty pharmacy. Your logo will appear alongside the abstracts portion of the Conference Guide and on signage at the event.



### Promo Cubes (set of 3) \$5,000

Placed prominently in and around the exhibit hall, these illuminated stacked cubes provide 12 visible surfaces to display your company logo and message.



### Glass Clings (set of 2) \$7,500

Vinyl decals with a logo, graphic or message of your choice mounted to the railings in the main conference area.



### Wellness Initiative (mornings of 9/15 & 9/16) \$5,000

Be the advocate for wellness at the meeting with your company name in the Conference Guide and logo on the water bottles and yoga mats given to wellness initiative attendees.



### Break Sponsorship \$5,000

Your company name and logo will be displayed in the exhibit hall during a conference break.



### Lanyards \$5,000

Your logo will be incorporated on the attendee lanyards worn by everyone at the conference.



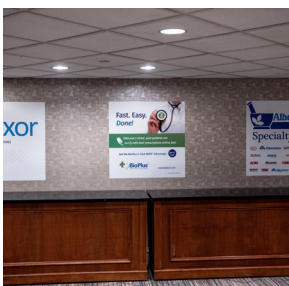
### Floor Clings (set of 3) \$5,000

Vinyl graphic with your logo or message adhered to the floor in the main conference lobby.



### Water Bottles \$5,000

Upon conference check-in, attendees will receive a water bottle with custom labels including your company logo.



### Wall Clings (set of 4) \$5,000

Display your company logo or message along the hallways in the most highly trafficked areas of the conference.



### CE Session \$5,000

Hold your slot for a continuing education breakfast, lunch or dinner.





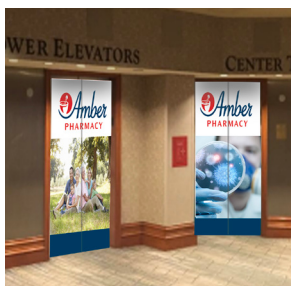
**Student Luncheon**  
**\$4,000**

Introduce your brand to and support future specialty pharmacists.



**Meeting Room**  
**\$2,500**

Rent a private room to host customer meetings, internal staff meetings, or simply have an office space for when you or team members need to catch up on emails during the conference.



**Elevator Cling** (1 elevator)  
**\$3,500**

Communicate a custom message attendees will see each time they come and go from their Washington Marriott Wardman Park hotel room.



**Conference Bag Insert**  
**\$2,500**

Add a flier, brochure or any marketing material of your choice to the tote bag received by all attendees upon check-in. Maximum size: 8.5" x 11"



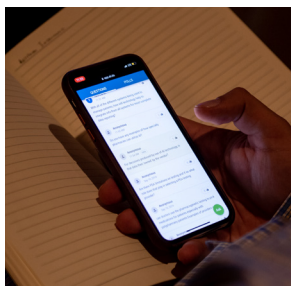
**Table Top Decals** (set of 3)  
**\$3,000**

Your branding and message set atop tables throughout the main conference hallways and exhibit floor.



**Conference Guide Ad** (limit 3)  
**\$2,500**

Highlight a message of your choice, or drive traffic to your booth with an ad in the conference guide provided to all attendees.



**Meeting App Push Notification**  
**\$3,000**

Target meeting attendees with a custom push notification to drive traffic to your exhibit booth.



**Hydration Station**  
**\$2,750**

Your brand logo will be displayed on a water station in a conference session room.

For more information about exhibit and sponsorship opportunities, please contact  
**NASP Exhibit Team** at [exhibit@naspmeeting.com](mailto:exhibit@naspmeeting.com)  
or 609-325-4758.

# NASP Annual Meeting & Expo

Washington Marriott Wardman Park, Washington, DC

Meeting Dates: September 14-17, 2020

Complete company name, address, etc. exactly as it should appear in NASP publications and website.

# EXHIBIT & SPONSORSHIP AGREEMENT

**Company Name** \_\_\_\_\_ **Website** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**Company Phone** \_\_\_\_\_ **Company Fax** \_\_\_\_\_

Briefly list the type of business/product/service your company provides: \_\_\_\_\_

Include your company website address as a free link on NASP's website exhibitor list?  Yes  No

**Contact:** All information will be sent to the person listed below. It is this person's responsibility to share all information with the representatives, including third-party companies, involved with the meeting.

**Name** \_\_\_\_\_ **Title** \_\_\_\_\_

**Address (if different)** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**Contact Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_ **E-mail (required)** \_\_\_\_\_

**AGREEMENT**

I agree to comply with the rules and regulations as outlined on page 11. This completed form is considered binding on both the exhibitor/sponsor and NASP.

**Company-Authorized Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Submit completed agreement to:** NASP Exhibit Team  
(E-mail: exhibit@naspmeeting.com)  
2 Clarke Drive, Suite 100, Cranbury, NJ 08512 (609-325-4758)

**Sponsorship Packages**

\$45,000 Platinum Sponsorship	\$	_____
\$35,000 Gold Sponsorship	\$	_____
\$25,000 Silver Sponsorship	\$	_____
\$15,000 Premium Sponsorship	\$	_____

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

**Exhibit space**

<b>\$11,500</b>	10' X 20' exhibit booth space Includes 3 registrations (Nonprofit: \$3,500)	\$	_____
<b>\$5,750</b>	10' X 10' exhibit booth space Includes 2 registrations (Nonprofit: \$1,750)	\$	_____
<b>\$500</b>	Additional exhibitor badge per person (limit 2)	\$	_____
<b>Total Amount for Exhibit Space</b>		\$	_____

**Additional Sponsorship Opportunities**

\$45,000	Keynote Speaker & Photo Booth	\$	_____
\$30,000	Non-CE Symposium (Product Theater)	\$	_____
\$30,000	Women in Pharmacy Luncheon	\$	_____
\$12,500	Photo Booth	\$	_____
\$12,500	Escalator Clings (set of 2)	\$	_____
\$12,500	Charging Stations (2)	\$	_____
\$12,500	Wi-Fi	\$	_____
\$10,000	Column Wraps (set of 3)	\$	_____
\$10,000	Hotel Key Cards	\$	_____
\$10,000	Conference Tote Bags	\$	_____
\$10,000	Abstract Sponsor	\$	_____
\$7,500	Glass Clings (set of 2)	\$	_____
\$5,000	Break Sponsorship	\$	_____
\$5,000	Floor Clings (set of 3)	\$	_____
\$5,000	Wall Clings (set of 4)	\$	_____
\$5,000	Promo Cubes (set of 3)	\$	_____
\$5,000	Wellness Initiative	\$	_____
\$5,000	Lanyards	\$	_____
\$5,000	Water Bottles	\$	_____
\$5,000	CE Session	\$	_____
\$4,000	Student Luncheon	\$	_____
\$3,500	Elevator Cling (1 Elevator)	\$	_____
\$3,000	Table Top Decals (set of 3)	\$	_____
\$3,000	Meeting App Push Notification	\$	_____
\$2,750	Hydration Station	\$	_____
\$2,500	Meeting Room	\$	_____
\$2,500	Conference Bag Insert	\$	_____
\$2,500	Conference Guide Ad	\$	_____

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

Are there specific organizations you do not wish to adjoin?

No  Yes (If yes, please list below)

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

Exhibit space will be used solely by the company listed above.

\_\_\_\_\_ (Initial)

**PAYMENT**

- Check: # \_\_\_\_\_
- Purchase Order: # \_\_\_\_\_

**Credit Card**

- Visa  MasterCard  American Express

\_\_\_\_\_  
**Credit Card Number**

\_\_\_\_\_/\_\_\_\_\_  
**Expiration Date**      **CSC Code**

\_\_\_\_\_  
**Name on Credit Card**

**Payment Information**

Make check(s) payable to:  
National Association of Specialty Pharmacy  
c/o Tate & Tryon, LLC  
2021 L St NW #400 - Washington, DC 20036  
Full payment must be received by July 15, 2020

## TERMS AND CONDITIONS

1. **ALLOCATION OF EXHIBIT SPACE:** Exhibit booth locations will be assigned on a first-come, first-served basis. Space will be reserved only after receipt of a completed application and the payment of the appropriate exhibit fee. Otherwise, NASP has the right to refuse or revoke contract. If preferred space has been assigned, NASP reserves the right to assign alternative space. No exhibitor shall share, transfer, assign, sell, or barter assigned space without the expressed written permission of NASP. Any relationships between companies exhibiting in the same booth or adjoining booths must be submitted for approval by NASP with the submission of the contract or no later than July 15, 2020. NASP reserves the right to make changes to the floor plan.
2. **PAYMENT:** Exhibitors shall make the payments via check or credit card, payable in full to **National Association of Specialty Pharmacy**.

### Make check(s) payable to:

National Association of Specialty Pharmacy  
c/o Tate & Tryon, LLC  
2021 L St NW #400  
Washington, DC 20036

**Contracts received before July 15, 2020:** A deposit equal to 50% of the total amount due is required upon receipt of contract. The remaining balance will become due July 15, 2020.

**Contracts received on/after July 15, 2020:** Payment in full is due at time of invoice.

NASP reserves the right to cancel space rental if payment is not received.

3. **CANCELLATION OF CONTRACT:** All cancellations must be made in writing to NASP. No telephone cancellations will be accepted. There will be no cancellations fees for cancellations made on or before April 1, 2020. If cancellation is received on or after April 2, 2020, a 25% fee will be incurred; cancellations on or after June 3, 2020 incur 50% fee. Cancellations after July 15, 2020 will incur the full exhibit amount. **In the event of fire, strike, or other uncontrollable circumstances rendering the exhibit space unfit or unavailable, or causing the exhibit show to be canceled 10 days or more prior to the exhibit date, the contract will not be binding and payment will be refunded.** If cancellation occurs within 10 days of the opening date, 50% of the rental fee will be refunded.
  4. **ELIGIBLE EXHIBITS:** NASP reserves the right to determine eligibility of any company or product to participate in the exhibit. NASP can refuse or revoke rental of exhibitor booth space to any company whose display of goods or services is not, in the opinion of NASP, compatible with the character and objectives of the exhibit. In such event, this agreement shall terminate and NASP shall refund all funds paid to it.
  5. **LIABILITY:** The exhibitor hereby assumes the entire responsibility and hereby agrees to protect, defend, indemnify, and save NASP and the Hotel, its owners, its operator, and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses, or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy, or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the Hotel and its employees and agents. The exhibitor shall obtain and keep in force during the term of the installation and use of the exhibit premises policies of Comprehensive General Liability Insurance and Contractual Liability Insurance, insuring and specifically referring to the Contractual Liability set forth in this Exhibit Agreement, in an amount not less than \$2,000,000 Combined Single Limit for personal injury and property damage. NASP and the Hotel, its owners, and its operator shall be included in such policies and additional named insured. In addition, the exhibitor acknowledges that neither NASP nor the Hotel, its owners, or its operator maintain insurance covering exhibitor's property and that it is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance insuring any losses by the exhibitor.
  6. **INSTALLATION AND DISMANTLING:** Each exhibitor must name one person to be his or her representative in connection with installation, operation, and removal of the firm's exhibit. Exhibit installation and dismantling for the exhibit booths shall be provided exclusively by the designated exhibition shipping agent. Exhibitor move-in and move-out dates are listed on the "Description of Exhibition Services" which will be included in your Show Kit (to be sent separately). No exhibits should arrive at, or depart from, the exhibit facility on dates other than the dates scheduled. Materials not removed by the exhibitor or the designated exhibition shipping agent by the move-out date and move-out times specified on the "Description of Exhibit Services" will be considered abandoned by the exhibitor and may be immediately disposed of by NASP in any manner NASP chooses.
  7. **DELIVERY AND REMOVAL DURING EXHIBIT:** Delivery or removal of any portion of an exhibit will not be permitted during the exhibit without written permission from NASP. No deliveries may be made during exhibit hours.
  8. **BADGES:** Exhibit fees entitle two or three staff members, dependent on the space purchased, to exhibit and attend conference sessions and functions at no additional charge. Additional staff is welcome to attend conference sessions and functions, but registration fees are required to do so. The company name appearing on the exhibit badges must be the same company name that appears on the contract for space. Badges will be required for entry into the exhibit hall at all times. Business cards are not to be used in exhibit badge holders. All exhibitors must register for the conference prior to reserving hotel rooms.
  9. **SPACE RENTAL:** Rental fee includes the use of marked space, one identification sign, two or three exhibitor badges that include registrations to the conference depending on exhibit space purchased, and all food functions. Furniture and other requests must be ordered through the show's Service Contractor. **Any costs for these additional services will be billed directly to the exhibitor.**
  10. **EXHIBIT REGULATIONS:** NASP has developed these rules to protect the rights of all exhibitors and to consider the general appearance of the show as a whole, which must take precedence over that of any individual exhibitor. The rules adopted by NASP require the cooperation of all exhibitors in maintaining due respect for adjoining exhibitors.
    - a. All exhibitors are responsible for informing their personnel and their authorized representatives of these rules.
    - b. Tabletop and custom freestanding displays will be allowed as long as they fit within the confines of your booth. Units and display materials may not obstruct exhibit space to the right or left of the booth. All exhibitors must limit their booth heights to 10'.
    - c. Nothing may be glued, pasted, tacked, nailed, screwed, or otherwise permanently attached to columns, walls, floors, or other parts of the building or furniture. It is recommended that an easel be used for signage. Exhibitors violating this regulation are expressly bound, at their expense, to repair any such damage that they may cause.
    - d. Exhibitors wishing to use props or to display items that do not directly pertain to their product or business must have prior approval from NASP. Any special equipment must fit in your booth. This approval must be sought in writing at least 45 days in advance of the show. All correspondence should be addressed to Colin Fishbein, in care of NASP, who will respond within 15 days.
    - e. All demonstrations, discussions, or other activities such as distribution of descriptive literature of any kind must be confined to the exhibitor's booth. All giveaway items must be distributed within the exhibitor's booth. Items that cannot be stored in sufficient quantities within this space are not appropriate. Due to local liquor law regulations, alcoholic beverages must be purchased from the hotel.
    - g. No exhibitor shall hold or sponsor any type of contest, raffle, or drawing for prizes either in the exhibit hall or in connection with the meeting without advance approval by NASP.
  11. **SECURITY:** Exhibitors are responsible for the security of their exhibit. NASP will provide crowd-control admittance security. Exhibitors are solely responsible for securing all sensitive or valuable items. If insurance to cover the above is desired, it must be placed and paid for by the individual exhibitor.
  12. **ACCEPTANCE:** This agreement shall be deemed accepted by NASP when received by an authorized representative of NASP, either in person or upon receipt by US Mail or other delivery method confirmed by NASP with an Exhibitor Space Agreement acceptance form specifying booth assignment.
  13. **ATTENDEE LIST:** NASP reserves the right to share the NASP Annual Meeting & Expo attendee list.
  14. **OTHER REGULATIONS:** Any and all matters not specifically covered by preceding rules and regulations shall be subject solely to the decision of show management.
- ENTIRE AGREEMENT:** The provisions contained herein constitute the entire agreement and supersede all previous communications, representations, and agreements either verbal or written, between the parties hereto with respect to the subject matter hereof.



