



Maine Neurological Society Annual Conference 2021

Join us on November 13, 2021 | Maple Hill Farm, Hallowell, ME

Don't miss this chance to help advance Neurological care in Maine!

The **Maine Neurological Society** is hosting a conference to promote scientific education and discourse on topics related to neurological care here in Maine. The agenda is determined by a committee of Maine neurological clinicians. This year the MNS Fall conference will be held on **November 13, 2021 at the Maple Hill Farm in Hallowell as well as virtually via Zoom.**

Why should your organization be part of this event?

- Network with Maine neurologists and advance practice providers.
- Showcase your organization as a recognized exhibitor/sponsor
- Promote your organization and services
- Become involved in improving neurological networking and education in Maine
- Learn about current and innovative work being done

On behalf of our partners and hosts, we invite you to join us!



The MNS Annual Conference has an expected attendance of 20-30 people. The audience profile includes physicians and APRN's who are looking to share insights and industry-proven solutions for improving neurological care and increasing physician well-being.

The MNS Exhibitor Showcase is designed to highlight products and services related to neurological practice. MNS reserves the right to refuse rental of display space to any company whose display of goods or services is not, in the opinion of MNS, likely to be compatible with the general character and objectives of the Exhibition. MNS does not guarantee that any space will be available to any applicant. If space is not available, a waiting list will be developed in the order of the date of receipt of each completed and paid-in-full Application and Agreement. MNS will refund all payments received with the Agreement on exhibit space to any applicant for whom space is not available within four weeks after the conference.

Exhibitor schedule:

(times are subject to change)

7:00 am – 8:00 am	Registration & Breakfast with Exhibitors
8:00 am – 8:45 am	Exhibitor Introductions (3-minute pitch)
8:45 am – 9:00 am	Member Introductions
9:00 am – 10:15 am	Continuing Education Program (agenda TBA)
10:15 am – 10:30 am	Break with Exhibitors
10:30 am – 12:00 noon	Continuing Education Program (agenda TBA)
12:00 noon – 12:45 pm	Lunch with Exhibitors
12:45 pm – 2:30 pm	Continuing Education Program (agenda TBA)
2:30 pm	Adjourn

EXHIBIT DESCRIPTION

Maple Hill Farm, Hallowell, Maine
Saturday, November 13, 2021

The benefits to all exhibitors include:

- Three (3) hours of dedicated exhibit time and opportunity to interact with 20-30 clinical attendees in person - Morning meet and greet, break and lunch with members
- 3-minute introduction/pitch (may be pre-recorded)
- Registration of two (2) representatives
- Exhibit Booth at the Maple Hill Farm (virtual exhibit space on the MNS website will also be included)
- Exhibitor acknowledgement in MNS communications, signage, and website.

Intent: It is the intent of this agreement to ensure that the CME activity will be independent, objective, balanced and scientifically rigorous, so that it will not be viewed as promotional and the listed company will not be viewed as responsible for its content. MNS will take all necessary steps to ensure that this objective is reached. MNS and the listed company agree to abide by the ACCME Standards of Commercial Support the ACS policy for Continuing Medical Education.

EXHIBIT SPACE RESERVATION

Exhibitor Name:	Association Name: <u>Maine Neurological Society</u>		
Title of Event:	2021 Maine Neurological Society Fall Meeting		
Event Location:	Maple Hill Farm, Hallowell, ME	Event Date:	November 13, 2021

1.	Main Exhibitor Contact:	Title:	
	Company Name:		
	Street Address:		
	City:	State:	Zip:
	Phone:	Email:	
	Cell Phone:	Website:	

2.	Logistics Contact (if different than above):	Title:	
	Phone:	Email:	

3. **Exhibit Space Fees:**

Exhibit Booth Space available on a first-come, first-serve basis. (\$1,995)

4. **Sponsorship Opportunities:**

Yes, I would like to be contacted about sponsorship opportunities.

No, I would not like to be contacted about sponsorship opportunities.

5. **Cancellation Policy**

Notification of cancellation of exhibit space must be received by MNS in writing. If this agreement is cancelled by the Exhibitor monies paid to MNS shall be retained as follows: For cancellations received more than 30 days out from the opening of the meetings, a refund less a \$250 administrative fee will be issued by MNS. If cancellation is received less than 30 days prior to the opening of the meetings, no refund will be issued.

EXHIBIT SPACE RESERVATION

6. Attestation

Because of the uncertainty of the COVID-19 Pandemic, The Maine Neurological Society is implementing safety protocols that will enable everyone to meet more safely.

- All attendees must attest to being vaccinated
- All attendees must be symptom free
- All attendees must wear a mask unless eating or drinking
- The room will be set up so attendees can be socially distant
- Attendees must participate remotely if they test positive for COVID-19 or have symptoms associated with COVID-19 (fever, etc.)

(1) Exhibitor Name:	I attest that I have been fully vaccinated against COVID-19 with either Pfizer, Moderna or J&J vaccine. (circle one) YES NO
(2) Exhibitor Name:	I attest that I have been fully vaccinated against COVID-19 with either Pfizer, Moderna or J&J vaccine. (circle one) YES NO

6. Payment Information

Full payment is due by October 1, 2021. Please see the “Rules and Regulations” for details. MNS will invoice following receipt of this application.

Payment Amount:

\$ 1,995.00

- Check payable to Maine Neurological Society for full amount indicated is enclosed. (mail check to PO Box 190, Manchester, ME 04351, and email a copy of your application to Cathy Stratton at cstratton@mainemed.com.
- Check if paying by credit card and return application to Cathy Stratton at cstratton@mainemed.com. Your confirmation will contain an invoice with a secure link for processing your credit card payment.

7. Signature

By signing below, I warrant that I have read, understand and agree to all the terms of this contract, including the Rules and Regulations for exhibitors included below (the “Agreement”). Additionally, I certify that I am authorized to execute this Agreement and legally bind and obligate the company that is identified above to the obligations and duties set forth in this Agreement.

To be completed by MNS:

Company:	Date Received:
Print Full Name:	Exhibitor #:
Title:	Received by:
Please Sign Here:	

Exhibitor Rules and Regulations:

8. The MNS welcomes exhibitors because they constitute an important means of keeping neurologists informed of new and better products and services for their practices. However, exhibits, products, booth backdrops and promotional materials must be factual, dignified and tasteful, and provide useful product and service information. These standards similarly apply to all product specific promotional material submitted to MNS programs. That a company has exhibited at the MNS annual meeting must not be referred to in any advertising or promotion, nor is exhibiting to be construed as an endorsement or approval of the company or any of its products or services by the Association or any of its subsidiaries, councils, commissions, or agencies. The MNS may accept or reject any application to exhibit in its sole discretion, and has full and final authority to interpret, amend or supplement these Guidelines, Rules and Regulations. Exhibitors, by applying for and accepting exhibit space, agree to abide by these Guidelines, Rules and Regulations and any that may hereafter be adopted.

Eligibility to Exhibit & Sponsor: MNS reserves the right to determine the eligibility of all exhibitor and sponsorship applicants. MNS acceptance of exhibitor/sponsor does not constitute an endorsement of the firm's products or services. Applications deemed ineligible by MNS will be returned with a complete refund for exhibit space and/or sponsorship fees.

Assignment of Exhibit Space: MNS will assign exhibit space on a first come, first-served basis. The location preferences indicated by exhibitors are for guidance only and are not guaranteed. MNS reserves the right to reassign booth space and/or rearrange the floor plan at any time before or during the meetings. Exhibitors may not assign or sublet to others the whole or any part of the space allotted.

Exhibit Space & Sponsorship Payment Schedule: Fees are in U.S. dollars and may be paid by check or credit card. Full payment must accompany the Application and Contract for Exhibit Space. Application/contracts received without full payment are deemed to be incomplete.

PROTECTION OF THE BUILDING—Signs or displays may not be taped, posted, thumbtacked, nailed or otherwise affixed to any part of the venue outside of each exhibitor's rented exhibit space.

LIABILITY—The Exhibitor, including its employees, personnel, agents, guests or visitors, hereby releases, relinquishes, discharges and agrees to indemnify, protect and hold harmless the American Medical Association (MNS) and its representatives, trustees, employees and agents from any and all claims, demands, liabilities, costs and expenses for injury, including death to persons, and any loss of or damage to property caused by growing out of, or happening in connection with the use of or enjoyment by: the exhibiting company, its management, personnel, agents, guests or visitors of the hotel and convention center facilities or equipment and booth.

Cancellation of Contract: Notification of cancellation of or reduction of exhibit space and/or sponsorship must be received by MNS in writing. If this agreement is cancelled by the Exhibitor or Sponsor for any reason or by MNS because of the Exhibitor's or Sponsor's default or violation of this agreement, monies paid to MNS shall be retained as follows: For cancellations received no less than 45 days out from the opening of the meetings, a refund less a 25% administrative fee will be issued by MNS. If cancellation is received less than 45 days prior to the opening of the meetings, no refund will be issued.

Termination of Meetings: MNS shall not be liable for any damage or expenses incurred to Exhibitor and or Sponsor in the event the meetings are delayed, interrupted or not held as scheduled; and, if for any reason beyond the control of MNS the meetings are not held, MNS may credit the amount paid by Exhibitor and/or Sponsor to a similar event scheduled for the following year. Exhibit Space not claimed or occupied prior to the opening of the meetings, for which no special arrangements have been made with MNS, may be resold or reassigned by MNS without obligation on the part of MNS for any refund whatsoever, or assign the exhibitor other space.

Official Contact: The Company Contact listed on the Application and Contract for Exhibit Space shall act on behalf of the exhibitor and/or sponsor in all negotiations. The contact listed as on-site contact shall be responsible for all exhibit/sponsorship material, equipment, and personal items.

AMENDMENTS—These Rules and Regulations may be amended and are to be forced as interpreted by the MNS. Any situation not covered by these rules and regulations is subject to determination of the MNS.

Signature: This Contract constitutes the entire agreement between the parties, supersedes all other written and oral agreements between the parties concerning its subject matter. Oral modifications to this written Contract, even if allowed by local law, will not be considered binding. I understand that violations of any of these regulations by my company are subject to such penalties as may be recommended by the MNS, including possible exclusion from future MNS event.

RETURN FORM TO:

Retain a copy of this form for your files. Return the original with your payment to:

Maine Neurological Society
PO Box 190
Manchester, ME 04351

