Correctional Health Care Leadership Institutes
THE WESTIN COLEY PLACE • BOSTON, MA

CONTRACT FOR TABLETOP EXHIBIT • JULY 15-16, 2016

EXHIBITOR INFORMATION  Exhibitor Rules and Regulations are outlined in this contract.

Exhibit-related correspondence to be sent to:

<table>
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<tr>
<th>CONTACT NAME</th>
<th>COMPANY NAME</th>
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<tbody>
<tr>
<td>TITLE</td>
<td>ADDRESS</td>
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<tr>
<td>PHONE</td>
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<td>STATE/PROVINCE</td>
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<td>EMAIL</td>
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PRINT your company name and address information exactly as they should appear in all program materials.

TABLETOP INCLUDES:
- One FREE full conference registration per tabletop display + one additional full conference registration 50% off
- FREE 25-word listing in the final program (deadline applies)
- FREE access to the attendee registration list for pre- and post-conference marketing and sales follow-up
- Discounts on advertising in conference program
- All exhibitors are welcome to attend and participate in all sessions and earn continuing education credit.

FEES
$1,000 per tabletop display $ _____________
$895 for a final program ad (4-color) $ _____________
Total Fees $ _____________

☐ Contact me about sponsorships.

CANCELLATION OF SPACE
All cancellations of space must be made in writing. An exhibitor that cancels all or part of reserved space prior to June 1, 2016, will forfeit 50% of the total contracted costs. No cancellation of space will be accepted or refunds made after June 1, 2016. Companies that cancel reserved space before payment is received retain responsibility for the full payment of original contracted cost. Cancellation of space also forfeits complimentary and discounted exhibitor registrations to conference activities and other exhibitor benefits.

METHOD OF PAYMENT
☐ Enclosed is check #______________________ made payable to NCCHC
☐ Charge to the following:
  - American Express  ☐ Visa  ☐ MasterCard  ☐ Discover Card

<table>
<thead>
<tr>
<th>CARD NUMBER</th>
<th>EXPIRATION DATE</th>
<th>CVV</th>
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<tr>
<th>CARDHOLDER'S NAME (PLEASE PRINT NAME AS IT APPEARS ON THE CARD)</th>
<th>CARDHOLDER'S SIGNATURE</th>
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<th>FOR NCCHC USE ONLY</th>
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<tr>
<td>Date Application Received ________________________________</td>
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<tr>
<td>Date/Amount Received ____________________________</td>
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<tr>
<td>Booth # __________ Date Assigned ____________________</td>
</tr>
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</table>

RETURN COMPLETED FORM TO:
Carmela Barhany, Exhibits and Advertising Sales Manager | NCCHC | 1145 W. Diversey Pkwy. | Chicago, Illinois 60614
Email: Sales@ncchc.org | Phone: (773) 880-1460 ext. 298 | Fax: (773) 880-2424

Tax ID # 36-3221830
RULES AND REGULATIONS

Exhibitors must adhere to the following rules and regulations and all other rules issued by NCCHC. This agreement pertains to all exhibitors, their agents and employees who shall use and occupy the exhibit space pursuant to all terms and conditions of the agreement between NCCHC and The Westin Copley Place regarding use and occupancy of the exhibition area and all reasonable rules and regulations prescribed by The Westin Copley Place. The exhibitor shall comply with all applicable federal, state and local statutes, ordinances, rules and regulations.

Please be sure all other personnel in your company who are involved in the arrangements for your exhibit have a copy of these rules and regulations. It is the exhibitor’s responsibility that all other personnel are aware of and adhere to these rules.

NCCHC reserves the right in its sole judgment to prohibit any booth set-up that results in obstruction of booth line-of-sight and/or access to a nearby exhibitor’s booth by either attendees or exhibitors.

ACTIVITIES
NCCHC reserves the right to approve all exhibits and activities related thereto. NCCHC may refuse to admit an exhibitor or may require an exhibit be curtailed if it is not in accordance with the policies set forth herein or reflects against the character of NCCHC or the conference, if it creates a disruption in business activities, or if it exceeds the bounds of good taste as interpreted by NCCHC. Exhibits must be staffed during all exhibit hours. An exhibiting company who fails to set up or properly staff the display during scheduled exhibit hours will forfeit all exhibit rights for this meeting. In the event of such incomplete setups or improper staffing, NCCHC reserves the right to reassign exhibit space without notice to the exhibitor and without obligation on the part of NCCHC for any refund whatsoever.

NCCHC does not in any manner encourage or authorize any of the participants or speakers related to the exhibits which have been accepted for display during the conference. Loitering near other exhibits to draw attendees is not permitted. Exhibitors may not occupy another exhibitor’s area or without obtaining permission. Distribution of literature outside of the rented exhibit space or through the convention hotel is permitted ONLY with approval from NCCHC. Exhibitors may not use NCCHC conference logos in connection with any product or advertising materials outside of promotion for this meeting.

NCCHC reserves the right to restrict and supervise any exhibitor whose exhibit, conduct or activities NCCHC deems objectionable. Such activities include, but are not limited to, distributing articles or other printed matter, samples or questionnaires, and conducting radio and/or television broadcasting interviews of conference attendees. Sales and order-taking are not permitted on the NCCHC exhibit hall floor.

EDUCATIONAL PROGRAMS, SEMINARS, & WORKSHOPS
NCCHC does not allow any organization or individual to hold a meeting or symposium before, during, or after NCCHC meeting hours; therefore, exhibitors may not participate in any unsanctioned programs from July 15-16, 2016. Exhibitors must advise NCCHC of their wish to participate the exhibits side of their allotted exhibit space during July 15-16, 2016. This includes, but is not limited to, social functions, product demonstrations, focus groups, lectures or seminars, including those organized by NCCHC. These activities may not be scheduled to conflict with NCCHC programs, activities or exhibit hours. Functions must be in good taste and conform to the purpose of the conference. All functions must be approved by NCCHC in writing.

FDA REGULATIONS
Exhibitors are expected to abide by all applicable Food and Drug Administration (FDA) regulations. Exhibitors shall provide a letter from the FDA which describes the allowable use status of a product. Exhibitors are reminded of FDA restrictions on investigational, clinical and preapproved drugs and devices, and the prohibition on promoting approved drugs and devices for unapproved uses. All products which are not FDA approved, or a particular use in humans or which are not commercially available in the United States will be permitted to be exhibited only when accompanied by the appropriate documentation/signs indicating their status. These signs must be clearly visible, easily readable and placed near the product itself or any graphics depicting the product.

INDEMNIFICATION
Exhibitor shall indemnify, defend, and hold harmless NCCHC, The Westin Copley Place, and their respective directors, officers, employees, agents, licensees and representatives (collectively “Indemnified Parties”) from and against any and all losses, costs, liens, damages, liabilities and expenses of any kind (including reasonable attorneys’ fees) on account of any injury (including death) or damage to the person or property of Exhibitor, NCCHC, and/or their respective agents, employees, representatives and business invitees in connection with Exhibitor’s use and occupancy of any portion of the convention and exhibition facilities or due to Exhibitor’s violation of applicable laws and regulations, except for damages resulting from the sole negligence of the Indemnified Parties.

FORCE MAJEURE
In the event the convention facility or any part of the event is unavailable, whether due to a failure on the part of the conference, or a portion of the conference, as a result of fire, flood, inclement weather, governmental restriction, malicious damage, acts or threats of war or terrorism, strike, lock-out, labor dispute, riot or other cause over which NCCHC has no control, or should NCCHC decide that because of any such cause that it is necessary to cancel, postpone, or re-site the conference, or reduce the move-in and installation time, show time, time, move-out time, NCCHC shall not, and shall not be obligated to, indemnify or reimburse the Exhibitor in respect of any damage or loss, direct or indirect, arising as a result thereof.

LIABILITY
NCCHC shall not, in any manner or for any cause, be liable for any injury to the exhibitor or to the exhibitor’s directors, officers, employees, agents, licensees or guests for any loss or injury to the goods or property of Exhibitor, or for any item or property which may be caused by or result from any injury (including death) or damage to the person or property of Exhibitor, NCCHC, and/or their respective directors, officers, employees, agents, licensees or guests. Any and all claims for such injuries are hereby waived. The exhibitor is responsible for providing and maintaining insurance coverage adequate to protect NCCHC and NCCHC shall not be required to carry such insurance.

NCCHC in writing. Exhibitors must receive written permission from NCCHC to hold drawings or raffles. A form will be included in the Exhibitor Information Kit to request permission to distribute premium or novelty items.

SUBLETTING OF SPACE
Exhibitors may display only those products or goods which they manufacture or regularly distribute. Sharing of exhibit space is permitted only for divisions of the same company. All space is approved by NCCHC in writing. Exhibitors may not assign, sublet, or share allotted space at any time.

FIRE ORDINANCES
Local fire codes and ordinances require the aisles be clear at all times. Demonstration areas shall not be placed on the aisle line of an exhibit. Sufficient space within an exhibit area must be left to absorb the crowd. Should spectators interfere with the normal flow of traffic in the aisle or with other exhibits, NCCHC may, in its sole discretion, require the demonstration to be limited or canceled.

INSURANCE
The exhibitor acknowledges neither NCCHC, its agents, nor The Westin Copley Place, shall be obligated to maintain property, liability or business interruption insurance covering exhibitors and that obtaining this type of insurance is the sole responsibility of the exhibitor company. The exhibitor shall secure and maintain, at its expense, comprehensive liability insurance in the amount of $50,000 per occurrence for the entire term of the exhibit lease, NCCHC, its agents, and The Westin Copley Place shall have no liability whatsoever to the Exhibitor or its employees resulting from any cause.

BADGE POLICY
Admission to the Exhibit Hall will be by badge only. Exhibitor badges will be available for pickup during exhibitor registration hours and will be held under the company name. All exhibit booth personnel and attendees are required to wear their official badge at all times during the event. Only registered Exhibitors and attendees will be admitted to the exhibit hall. No unregistered guests are allowed in the hall at any time.

MUSIC LICENSING
Exhibitor represents and warrants that it will not violate any copyright, trademark, or other similar intellectual property laws and that it will comply with all copy and music use rules and requirements of copyright and表演和表演者, that it will obtain any and all licenses or grants of authority required of Exhibitor under the copyright laws, and, upon NCCHC’s request, present NCCHC with a copy of such license or grant.

VIOLATIONS OF RULES AND REGULATIONS
Each exhibitor shall agree to comply with all policies, rules and regulations set forth by NCCHC. The action taken against an exhibitor for violation of rules and regulations will be determined on the basis of the particular circumstances of each case, but in cases involving violations of applicable laws and regulations, including immediate closing of an exhibit without a refund to the exhibitor or exclusion from future exhibit programs. Minor violations will be enforced as in the delivery of a warning notice to the exhibitor. If the warning notice is not addressed, the next violation may result in the company being ineligible to exhibit at future conventions.

NCCHC has the full authority to interpret or amend these rules, and this decision is final. Exhibitors agree to abide by any rules and regulations that may hereafter be enacted. Any issues not addressed in these rules are subject to the decision of NCCHC. The exhibitor waives any rights or claims of damages arising out of enforcement of any rules contained herein.

*“I have read and agree to the terms of this contract. INITIAL: _______________________”