



**Alliance of the American Dental Association  
Conference Sponsorship Information & Contract  
April 11-13, 2019  
The Cosmopolitan of Las Vegas  
3708 Las Vegas Blvd. South ♦ Las Vegas, NV 89109**

**TENTATIVE SCHEDULE OF EVENTS**

Thursday, April 11, 2019

11:00 a.m. Leadership Council Meeting  
6:30 p.m. Welcome Reception

Friday, April 12, 2019

8:00 a.m. Registration & Sponsor Meet & Greet  
9:00 a.m. – 1:00 p.m. Lecture Sessions  
3:00 p.m. Vegas Excursions

Saturday, April 13, 2019

8:00 a.m. Legislative Advocacy Breakfast  
9:00 a.m. – 1:00 p.m. Lecture Sessions  
2:00 p.m. Vegas Excursions  
6:00 p.m. Social & FDHE Auction  
7:00 p.m. Distinguished Service and Awards Gala

**CONTRACT AND INFORMATION**

Enclosed is a contract to reserve your partnership and exhibit table. Please complete and sign the form early to ensure your location request.

Exhibit space will be allocated on a first-come/first-served basis according to level of sponsorship.

**The association has secured a room block at The Cosmopolitan of Las Vegas, rooming information will be provided once sponsorship is confirmed.**

**RULES AND REGULATIONS**

**The rules and regulations, which govern exhibitors, are on reverse side.**

Total payment must accompany the contract unless other arrangements are made directly with the AADA office. It is further understood no money will be refunded within 60 days of the meeting.

**Rental cost includes:** If you choose to exhibit, one 6' skirted table, 2 chairs, wastebasket, an identification sign, indicating company name, city and state; and one electrical outlet. No exhibit shall exceed its designated area. Internet access and other accessories are the responsibility of the exhibitor and can be ordered through The Cosmopolitan Hotel.

**SPONSORSHIP LEVELS**

**Platinum Partnership: \$5,000**

- Two invitations to our Welcome Reception with Recognition.
- Two invitations to our Distinguished Service and Award Gala.
- First choice of booth position at the meeting
- Company advertisement insert in AADA's meeting amenity (received by each attendee).
- Company Logo included on meeting amenity.
- Company Logo with link on AADA website [allianceada.net](http://allianceada.net)
- Advertising space in 2 issues of the AADA newsletter.
- **Spotlighted** as our **Platinum** Partner AADA Newsletter.
- **Spotlighted** as our **Platinum** Partner on the AADA website.
- Public recognition for your level of commitment to the AADA meeting.
- Signage with level of commitment outside the lecture hall.
- Speaking time during one event 3-5 minutes.
- Co-sponsor of AADA Gala or organized excursion.

**Gold Partnership: \$3,000**

- Two invitations to our Welcome Reception with recognition.
- Company flyer insert in AADA meeting amenity (received by each attendee).
- Company Logo with link on AADA website [allianceada.net](http://allianceada.net)
- Recognition as Gold Partner in AADA Newsletter
- Recognition as Gold Partner on the AADA website
- Public recognition for your level of commitment to the AADA meeting.
- Signage with level of commitment outside the lecture hall

**Silver Sponsorship: \$1,500**

- Two invitations to Welcome Reception.
- Public recognition for your level of commitment to the AADA meeting.
- Recognition as our Silver Partner in AADA Newsletter.
- Company Logo with link on AADA website [allianceada.net](http://allianceada.net)
- Signage with level of commitment outside the lecture hall.

**A la Carte Sponsors:** We recognize that some supporters may not be able to attend the meeting itself. Sponsored items included on contract.

- Logo on website with link on AADA website [allianceada.net](http://allianceada.net)
- Logo and company name on meeting brochure and onsite program.
- Signage recognition at meeting

**APPLICATION FOR SPACE**

Complete the contract and mail to:  
Alliance of the American Dental Association  
Attn: Lissette Zuknick  
P.O. Box 1982  
Brandon, Florida 33509  
(813) 540-2154 ♦ Fax (813) 315-7132

## RULES and REGULATIONS

### *Governing Each Contract for Partnership and Exhibit Space*

1. **ELIGIBILITY** – Partnership and exhibitors participate by invitation only, and this Association reserves the right in these selections at all times. The Association reserves the right to (a) reject any application to exhibit products or services for any reason, with or without cause, or to (b) relocate booth assignments, with prior notice to the exhibitor, in order to develop balance against congestion, to avoid confusion in firms' names, to solve competition conditions or similar reasons.

2. **EXHIBITOR'S REPRESENTATIVES** - The executed contract must carry the names of the company authorized representatives. **Confirmation of partnership will be forwarded to your company's coordinator.** Nontransferable admission badges will be available to authorized representatives at the onsite registration area. Exhibitors desiring to change representatives must notify the Association in writing.

3. **EQUIPMENT AND SERVICES** – The Cosmopolitan of Las Vegas has been retained by the Alliance of the American Dental Association as the official service contractor.

**Accessories:** Internet service, and electricity should be ordered 2 weeks prior to the meeting date.

4. **SHIPPING INSTRUCTIONS** – Supplies may be shipped 3 days prior to the meeting date. Boxes must be clearly addressed to The Cosmopolitan of Las Vegas, 3708 Las Vegas Blvd. South, Las Vegas, NV 89109. Attn: AADA Conference April 11-13, 2019. All shipments must be prepaid. **Shipments should be made in time to arrive on/or by Thursday, April 11, 2019.**

5. **LIABILITY AND SECURITY** - It is agreed that exhibitors shall indemnify and save harmless the Alliance of the American Dental Association and The Cosmopolitan Las Vegas from all liability which might ensue from any cause whatsoever. The Alliance of the American Dental Association will not guarantee exhibitors against loss of any kind.

6. **CHARACTER OF EXHIBITS** - Exhibits will be limited to equipment, merchandise or services which would advance the art and science of dentistry by allowing the individual dentist to educate himself/herself on the latest items available so as to allow him/her to practice the best dentistry. They must be of special interest to the dentist, educational or informative with respect to his/her practice. The Committee reserves the right to decline and prohibit any exhibit or any part of a proposed exhibit which, in its opinion is not proper. This reservation concerns persons conduct, printed matter, souvenirs, or any other thing which, in the sole discretion of the Exhibits Committee, may affect the character of the Exhibit. Noise producing exhibits are strictly prohibited.

#### 7. CONDUCT OF EXHIBITS

- a. Exhibits should be so installed that they will not project beyond the space allowed or at a height to be objectionable to adjacent booth or display areas.
- b. No exhibit may exceed eight feet in height. This eight feet in height shall not extend over one-third (1/3) the depth of the booth.
- c. No part of any exhibit or signs relating thereto shall be stapled, pasted or nailed, or otherwise attached to the walls, doors, etc., in any way as to deface the same. **Damage from failure to observe these rules shall be paid by the exhibitor.** The Cosmopolitan should be consulted as to the proper methods of affixing any item or material to the areas in question.
- d. No canvassing or soliciting for business shall be permitted in the aisles or in other exhibitors' booths. No signs showing prices may be displayed. The taking of orders for future delivery is of course, acceptable. Any other exhibitor shall not infringe upon the rights and privileges of another exhibitor. Interviews, demonstrations, distribution of literature, etc., must be made within the confines of their own booths. Canvassing outside the booth is forbidden. Absolutely no price signs are permitted anywhere.
- e. Samples of approved products, catalogs, pamphlets, publications and souvenirs may be distributed provided it is done in a dignified manner, does not create a nuisance and does not interfere with adjoining exhibits.
- f. No exhibitor shall sponsor any type of contest; conduct any prize drawing, awards for signing of names and addresses, or other extreme promotional stunt without first obtaining written permission from the Exhibits Committee.
- g. Exhibitors with noisy electrical devices, sound-producing movies or videos, or other devices that prove objectionable to other exhibitors because of noise, odor or other disagreeable features, will not be permitted, or they must agree to accept booth assignments which will not cause objections.

h. Exhibits requiring use of water, air or flammable material to operate are not acceptable unless these items are self contained and approved by the Renaissance Hotel management.

i. Advertising material or signs of firms other than those who have engaged space are prohibited.

j. Canvassing, solicitation of business or conferences in the interest of business except by exhibiting firms is prohibited.

k. Unethical conduct or infraction of rules on the part of any exhibitor or his representatives or both will subject the exhibitor or his representatives to dismissal from the Exhibit Hall, in which cases, it is agreed that no refund shall be made by The Alliance of the American Dental Association, and further, that no demand for redress will be made by the exhibitor or his representative.

l. No exhibitor will assign, sublet, or apportion the whole or any part of the space allowed therein to permit any other party to exhibit therein any goods other than those manufactured or handled by the contracting exhibitor in the regular course of his business, nor permit any representative of any firm or company not exhibiting to solicit business or take orders in his space.

m. The Alliance of the American Dental Association reserves the right to relocate booth assignments in order to develop a compact, well-knit show, if necessary.

n. All packing containers, excelsior and similar material are to be removed from the exhibition area upon completion of the booth arrangement.

o. No exhibit may be dismantled before the specified time, nor may any part of the exhibit or equipment be removed, once it has been set up, except with the permission of the Exhibits Chairman, or exhibitor will automatically lose all seniority for prime booth space the following year. The Exhibits Committee reserves the right to recommend withdrawing invitation to exhibit.

8. **CANCELLATION OR REDUCTION OF SPACE** - Cancellation or reduction of booth space must be made in writing to the Exhibits Committee and postmarked on or before (60 days before meeting) to receive a full refund. If the request is post marked after 60 days the AADA shall retain 100% of the rental fee; provided that if the Association resells the canceled or reduced space, The Alliance of the American Dental Association shall refund the full amount less an administrative charge not to exceed 20% of the total booth rental fee.

9. **CANCELLATION OF EXHIBITION** - In the event that the exhibition must be canceled, postponed or relocated on account of fire, strike, government regulations, casualties, act of god, or other causes beyond the reasonable control of The Alliance of the American Dental Association, the exhibitor waives any and all damages and claim for damages, and agrees that the sole liability of the Association will be to return to each exhibitor the exhibitor's rental payment.

10. **DEPARTMENT OF REVENUE REGISTRATION** - Exhibitors who sell non-exempt tangible personal property must register with the Florida Department of Revenue. It is the responsibility of each individual exhibitor to determine if they must register with the department. The Taxpayer Assistance Section of the department should be contacted at (800) 352-3671. Applications for registration are available, without cost, by writing to the Florida Department of Revenue, Supply Section, Tallahassee, FL 32399-0100.

11. **AMENDMENT TO RULES:** Any and all matter or questions not specifically covered by the preceding rules and regulations shall be subject to the decision of the Exhibits Committee and The Alliance of the American Dental Association.

**The foregoing regulations have been formulated in the best interest of all partnership. The cooperation of partners is requested.**

# The Alliance of the American Dental Association

Exhibit/Partnership Application and Contract

## CONFERENCE ♦ April 11-13, 2019

Partner's Company Name \_\_\_\_\_ Federal ID# \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Authorized by (name and title) \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Signature of applicant: \_\_\_\_\_ Date \_\_\_\_\_

If you would like for your company website link to appear on the AADA's website please print below:

Company Website \_\_\_\_\_

Our company is a subsidiary of \_\_\_\_\_

**Partnership Opportunities/Exhibit Space please check one:**

Platinum Partner \$5,000     Gold Partner \$3,000     Silver Partner \$1,500

**Al La Carte Add On:**  Social Media Ad \$100     Company Promo for Amenity \$250     Lanyard Sponsor \$250     Swag Co-Sponsor \$500  
 Coffee Break Sponsor \$500     Photo Booth     Buffet or Dessert Station \$1,000     Event Co-sponsor \$1,000 (speaker, AV, dinner, excursion)  
 Badge Sponsor w/Logo \$500     Interested in Hotel Check-in Gift     Interested in Sponsoring Charging Station

**Payment Method:**  Check: *Made payable to AADA*  Credit Card No. \_\_\_\_\_

Signature: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CCV Code: \_\_\_\_\_ Zip Code of the card: \_\_\_\_\_

**Accessories needed for exhibit area:**  Electricity  Internet

(Check all that apply)

Contact Person for Sponsorship: \_\_\_\_\_ Phone: \_\_\_\_\_

**Partnership identification sign, (Please print):**

(Two lines of lettering only)

(Company name) \_\_\_\_\_

(City, State) \_\_\_\_\_

**Names to appear on badges: (Please print)**

Designated by contact person

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**Following is a general description of the equipment, supplies, processes or services to be featured:**


Exhibit space will be allocated on a first-come/first-served basis according to the date on which the signed contract is received by the association. Whenever possible, space will be allocated according to the exhibitor's choice, but the final arrangement will be determined by the Exhibits Committee in such a way as to produce the most advantageous grouping of exhibits. Exhibitor participation is subject to the Rules and Regulations on the reverse side of this form.

We also agree to pay \$ \_\_\_\_\_ (in U.S. dollars) representing the total rental cost of the exhibit space in order to guarantee its availability. It is further understood no money will be refunded within 60 days of the meeting.

**A copy of this contract, authorized by a AADA representative, will be returned to you upon acceptance, as official confirmation of assigned exhibit space.**

(Office Use Only)

Accepted by \_\_\_\_\_

The Alliance of the American Dental Association

Date \_\_\_\_\_

Amount \_\_\_\_\_

Booth(s) assigned \_\_\_\_\_

Signature \_\_\_\_\_

**Make check payable to AADA & Mail to:**  
**The Alliance of the American Dental Association**  
P.O. Box 1982  
Brandon, Florida 33509  
(813) 540-2154 - FAX (813) 315-7132  
Website: [allianceada.net](http://allianceada.net)  
e-mail: [lissette@zubusolutions.org](mailto:lissette@zubusolutions.org)

