



Application for Exhibit Space

John Ascuaga's Nugget Casino resort
Reno/Sparks, Nevada
June 20-25, 2009

SIZE RENTALS & FEES

Size:

Tabletop exhibits include 6-foot draped table & 2 chairs.

Rental

- \$800 (1 table)
- \$1300 (2 tables)

FOR OFFICE USE ONLY

- Date Received:
- Table Assign. #:
- Cost of Table (s):
- Deposit Received:
- Balance Due:
- Received:

REMARKS:

Please make the check payable to **the College on Problems of Drug Dependence** and forward to:

Dr. Martin W. Adler
3400 North Broad Street
Philadelphia, PA 19140

Please read the rules and regulations before completing this form.

You are hereby authorized to reserve space for our use in John Ascuaga's Nugget Casino Resort for the CPDD meeting to be held June 20-25, 2009.

We wish to reserve ___ tabletop exhibits.

A 50- word description of products or services must be submitted for approval. Description along with this application for exhibit space must be e-mailed to ebgeller@temple.edu. Deadline for receipt is May 15, 2009.

IMPORTANT:

Upon approval of this application a deposit of U.S. \$300.00 for each table is requested. We agree to pay the balance of the cost of the space assigned on or before May 31, 2009. We agree we understand and will abide by the Rules and Regulations.

PLEASE PRINT COMPANY NAME & ADDRESS AS YOU WISH IT TO APPEAR IN THE PROGRAM & ON YOUR EXHIBITOR BADGES.

- **FIRM NAME:**
- **ADDRESS:**
- **CITY & STATE:**
- **PHONE & FAX:**
- **E-MAIL:**
- **WEB SITE:**
- **CONTACT NAME (PRINT):**
- **TITLE:**
- **AUTHORIZED SIGNATURE:**

Rules & Regulations for Exhibits

College on Problems of Drug Dependence
Seventy-first Annual Scientific Meeting • June 20-25, 2009
John Ascuaga's Nugget Casino Resort, Reno/Sparks, Nevada

General Information

It shall be understood by all parties that these RULES & REGULATIONS are part of every space agreement. CPDD reserves the right to interpret the RULES & REGULATIONS should questions arise, and to make final decisions on all points not covered herein. To apply for exhibit space, please complete the APPLICATION & CONTRACT FOR EXHIBIT SPACE and e-mail, US mail, or fax to:
Ellen B. Geller, Executive Assistant

CPDD

3400 North Broad Street
Philadelphia, PA 19140

Fax: 215-707-1904 • Phone: 215-707-5307

E-Mail: ebgeller@temple.edu

Space Assignment

Space assignment will be made on a first-received, first-assigned basis.

Booth Assignment

CPDD will furnish a 6' draped table and two chairs. Any additional costs for power and additional furniture will be made directly with John Ascuaga's Nugget Casino Resort and will be the responsibility of the Exhibitor.

Show Hours

Monday – Thursday, June 20-25:

Poster Sessions Monday and Wednesday - 12:00 – 2:00 PM

Poster Sessions Tuesday and Thursday - 8:00 - 10:00 AM

The room will be open on Monday - Thursday for those wishing to use it.

Installation & Dismantling

Tables will be accessible to Exhibitors for setting up displays on Sunday, June 21 at 1:00 PM. Packing and removal of equipment can begin no later than Thursday, June 25 and should be completed by noon.

Insurance

Exhibitors are urged to take out a portal-to-portal rider available at a nominal cost on their own insurance protecting them against loss through theft, fire, damage, etc.

Exhibitor Registration

Exhibitor registration can be done online by e-mailing the Application Form above or sending it by mail or fax. One exhibitor per table is permitted to attend any of the scientific sessions and the opening reception at no cost. The fee for each additional exhibitor is \$100.

Shipping and Receiving Instructions

Send all packages to:

John Ascuaga's Nugget Hotel
1100 Nugget Avenue
Sparks, NV 89431
Hold for Guest: (Your Name)
c/o (Gina Asueta)

Packages should be shipped early, 7-10 days prior to desired arrival date. (It is highly recommended that the exhibitors travel with their shipping information so that if boxes are misplaced, the hotel can track them.)

The Business Center, located on the second floor Convention Center, will gladly assist you in the handling/storing of all in-coming boxes and freight for Hotel Guests, business and social functions. Office hours are scheduled based on Convention needs.

The Business Center will not deliver to the Exhibit Floor. You can pick up your items at the Business Center. During non-business hours, please contact a service representative in the Gift Shop at Extension 3730.

Business Center Charges may be posted to your Room Account, Master Account, Credit Card, or paid by cash or check. For rates, please call (775) 356-3876.

Telephone and Special Services

Dedicated telephone lines for meeting rooms or exhibit booths are available. There is an installation fee of \$135.00 per phone line, plus and long distance charges incurred. Speaker phones are available upon request for an additional charge of \$25.00 per phone.

Your Convention Services contact will gladly assist you in making arrangements for phone lines, Internet connections, typewriters, office equipment, printing services, and any other special services you might require.

Costs & Deposit

- \$800 (1 table)/ \$1300 (2 tables)
- Deposit \$300 per table

Table Cancellation

Cancellations must be submitted in writing to Ellen B. Geller, Executive Assistant, CPDD. If a company cancels its space between 60 and 90 days prior to the opening date of the meeting, the company will be responsible for paying the amount of the deposit. When the cancellation occurs 30 days or less prior to the opening date of the meeting, it will be responsible for paying the full cost of the booth space.

Security

Security will not be provided in the poster/exhibit area except during the poster sessions. The room is open 24 hours and will NOT be locked at night. Neither CPDD nor John Ascuaga's Nugget Casino Resort will be responsible for items missing.

Travel Reservations

Hotel

To make reservations, fill out the form on the Web

(<https://www.conference.com/eventmanager/onlineregistration.asp?eventcode=mv>)

or create a hardcopy (([Meeting Registration and Hotel Reservation Form](#)) and fax the form to Sailair Travel at 615-297-6655. A credit card guarantee is required with all reservations. Confirmations will be sent by Sailair. Please read closely the cancellation and early departure policies published on the confirmation. The deadline for reservations is April 10, 2009.

Airlines

Special discounted rates off supersaver fares for air travel to the conference have been obtained through Sailair Travel, Inc and can be accessed by calling the group and meeting department:

Toll Free: 800-759-5800 or 615-297-9200

General Conduct of Exhibits

The following practices are prohibited:

- Noisy electrical or other mechanical apparatus interfering with other exhibitors.
- Operation of x-ray equipment canvassing or distributing any material outside the exhibitor's own space.
- Sub-leasing of exhibit space.
- The use of billboard advertisements and/or display signs outside the exhibit area.
- Soliciting participation in surveys or otherwise harassing registrants.
- Photographing or examining another exhibitor's table top display without permission.

Liability

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save the CPDD Meeting Management and John Ascuaga's Nugget Casino Resort and their respective employees and Agents harmless against all

claims, losses and damages to persons or property, governmental charges or fines, and attorney's fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of the parties referred to above. In addition, Exhibitor acknowledges that CPDD and John Ascuaga's Nugget Casino Resort do not maintain insurance covering Exhibitor's property and that is the sole responsibility of the Exhibitor to obtain business interruption and property damage insurance covering such losses by the Exhibitor.

Deadline Dates

April 10, 2009: Hotel reservations deadline

May 15, 2009: Application including deposit

May 15, 2009: 50-word product description

May 31, 2009: Balance Due