



American Academy of Oral and Maxillofacial Radiology  
61st Annual Session, November 17 - 20, 2010  
Kona Kai Resort, San Diego, California

## RULES AND REGULATIONS GOVERNING EXHIBITS

### **Exhibit Space**

The exhibit space will be in adjacent the main conference rooms where the general and scientific sessions take place. No booth dividers will be utilized. Signs or special displays may not extend above eight feet in height. No signs or articles may be posted, nailed or otherwise attached to any of the hotel premises. Gasoline, kerosene, acetylene or other flammable or explosive substances will not be permitted in the building.

### **Exhibit Quality**

Exhibits of informative, educational, professional, ethical and beneficial character are welcomed. The Exhibits Chairman reserves the right to decline or prohibit an exhibit or proposed exhibit for reasons of taste, professional quality, or ethics and to decline or prohibit persons of same, for purposes of exhibiting at the meeting. Public address systems and sound motion pictures may not be used, unless arranged for in an adjacent area. There may be additional costs for these types of exhibits.

### **Representatives**

Names of representatives of all exhibiting organizations must be submitted to the AAOMR on the on-line registration form. A maximum of four (4) representatives are allotted per exhibitor space. Customized name badges will be ready when the representatives arrive. These ID name badges permit access to the Exhibit area and complimentary attendance to the CE and Scientific Sessions. Representatives names submitted in the on-line registration receive customized name badges.

### **Insurance Protection**

If insurance protection is desired, each exhibitor will individually purchase same.

### **Allotment**

Exhibit space will be allotted according to the date of receipt of application with location assignment being determined by the AAOMR.

### **Application**

Application and payment for attendance at the meeting must be made by the on-line registration. However, signed hard copies of exhibitor contracts must be returned to the Exhibits Chairman. Fax or electronic documents are not accepted. This Academy reserves the right to extend invitations to exhibitors of its selection at all times. Applications received are on a space-available basis. The deadline for acceptance is November 3, 2010 (exhibitor reservations are accepted in order of priority received).

### **Contract**

Each exhibitor must execute a contract for the right to use the space allotted. Subletting space is not allowed. Exhibit space contracts will not be binding in the event of fire, strikes, riot, earthquake, civil disturbance, acts of God, war, or other unavoidable circumstances which would render the building housing exhibits unfit for use, or that may prevent the presentation of the meeting. Exhibitors will indemnify and hold harmless The American Academy of Oral and Maxillofacial Radiology from all liability which might ensue from any cause whatsoever. (See separate Agreement, Release from Liability and Indemnification Form)

### **Exhibit Fee**

The Exhibit Fee for a single booth is one thousand five hundred dollars (\$1,500.00) per 8' x 10' space. A double booth is two thousand five hundred dollars (\$2,500.00). Total payment for exhibit space(s) must be made via the on-line registration at the Annual Session page of the Academy website ([www.AAOMR.org](http://www.AAOMR.org)) (site to be activated ~August 2010). The signed contract is to be sent to the Exhibits Chairman by November 3, 2010. The cancellation refund policy is also detailed in the on-line registration.

### **Booth Size/Type**

The Exhibitor fee includes an 8' x 10' space, one 6' x 30' covered table, a chair, and the use of 110 volt electrical outlets, if so requested. A printed sign with your company name should be provided by you. Signs or special displays may not extend above 8' in height. If you have special needs, please contact the Exhibits Chairman prior to the meeting. No interference with light or space of any other exhibitor will be permitted.

### **Installation, Opening and Closing**

The exhibit area will be open for exhibits Thursday November 18<sup>th</sup> and Friday November 19<sup>th</sup>, 2010 from 7:00 AM to 4:45 PM. The exhibit area will be open for set up Wednesday afternoon from approximately 3:00 PM until 7:00 PM. Move out must be completed on Saturday, November 20<sup>th</sup>, 2010 however, a deadline hour has not yet been determined by the hotel.

### **Special Needs**

While we cannot make any guarantees, the AAOMR is committed to working with our exhibitors to accommodate any special needs. We will make every effort to honor reasonable requests. If any exhibitor requires special assistance or special accommodations under the ADA, please notify the Exhibits Chairman, Dr. Kenneth Abramovitch @ 713-500-4109 or at [Kenneth.Abramovitch@uth.tmc.edu](mailto:Kenneth.Abramovitch@uth.tmc.edu).