



NAADAC 2004 EXHIBITOR REGISTRATION FORM

Please print or type all information requested and make a photocopy for your records.

Complete the **front and back** of the following registration form as it is to appear in the conference program and on the exhibit sign.

This information must be received by **August 1, 2004** to be included in the conference program.

Exhibiting Company Sign Information

Company Name (Exactly as it will appear on printed materials and booth signage).

Address _____ City, State, Zip _____

Telephone _____ Fax _____

Email _____ Web Address _____

Number of Booths and/or Table Top Exhibits Requested: _____

Please list the numbers of your top three booth choices in order (please refer to the Hayden Hall floor plan): #1 _____ #2 _____ #3 _____

Check here ? if you are interested in sponsoring any event(s) or in receiving more sponsorship information.

Contact Person

Contact Person/Title _____ Company/Organization _____

Address _____ City, State, Zip _____

Two Free Registrations:

Name #1 _____

Name #2 _____

Exhibitor Package

\$600 for full size, \$400 for table top booths

- 8' x 10' booth space with decorative pipe and drape
- Identification signage
- Two full conference registrations
- Listing in *Addiction Professional*, NAADAC's official magazine.
- Listing in the Conference Program (must be registered by August 1st)
- Listing on NAADAC's official website
- Countless networking opportunities

Optional Items

- Take-One Tables - **\$350 each**
- Conference Packet Inserts - **\$500 each**

Other sponsorship opportunities are still available.
For more information, call 800-548-0497 x119.

Method of Payment

Check enclosed, made payable to NAADAC

Send completed registration and Payment to:

NAADAC 2004 Exhibits
901 N. Washington Street, Suite 600
Alexandria, VA 22314
Or Fax to 800-377-1136

Master Card ? Visa ? American Express

Card number _____

Expiration Date _____

Signature _____

CONDITIONS AND REGULATIONS

AGREEMENT TO CONDITIONS

Each exhibitor, and employees of the exhibiting company or their representatives, agrees to abide by the terms of this contract, it being understood and agreed that the sole control of the exhibit hall rests with NAADAC, The Association for Addiction Professionals.

LIABILITY

NAADAC, The Association for Addiction Professionals (NAADAC) assumes no liability for any negligent act or omission of the exhibit, the service contractor, or others. Further, NAADAC will not be responsible for any loss, injury or damage, including that by fire and theft, which may occur to any exhibitor or his agents or employees, or to his property or wares, arising from any cause whatsoever prior, during or subsequent to the period of this exhibit. Each exhibitor, by signing this contract to exhibit, expressly understands that he/she releases NAADAC from, and agrees to indemnify it against, any and all claims for any such loss, injury or damage.

INSURANCE/SECURITY

NAADAC will provide security during the hours the exhibit area is closed. All exhibitors, however, are solely responsible for their own exhibit material and should insure their exhibits against loss or damage. All property of exhibitors is understood to remain in their care, custody, and control in transit to or from or within the confines of the exhibit area/hall.

EXHIBIT SPACE

ELIGIBILITY

NAADAC will determine eligibility of any company or product for exhibit. The Association may forbid installation or request removal or discontinuance of any exhibit or promotion, wholly or in part, that in its opinion is not in keeping with the character and purpose of the Association. The exhibitor waives any and all rights to any notice or hearing prior to the removal of his/her property from the hotel or convention for the reasons stated above.

ASSIGNMENT OF SPACE

Space will be assigned on a first-requested basis. Should conditions or situations warrant, NAADAC reserves the right to rearrange exhibits to the best interests of the industry, the exhibit and show visitors.

USE OF SPACE

Exhibitors must rent sufficient space to contain their exhibit completely within the confines of the booth lines. Equipment may not extend into the aisle or hang out over the aisles and across the exhibitor's purchased booth line. No part of the exhibit may project so as to obstruct the view of adjacent booths.

No exhibitor shall assign, sublet, or share space without the knowledge and consent of NAADAC. Organizations or firms not assigned exhibit space will not be permitted to solicit business within the exhibit area.

Any exhibitor failing to occupy space contracted for is not relieved of the obligation of paying for such space at the full rental price. NAADAC shall have the right to use such space as it sees fit if such space is not occupied one hour prior to the official opening of the exhibit hall.

Exhibits shall be shown only in the official exhibit area as established by NAADAC. Neither the exhibitors nor non-exhibitors shall be permitted to display articles, equipment, or information concerning services in private rooms or suites without prior written consent of NAADAC.

No part of any exhibit and no signs should be pasted, nailed, or otherwise affixed to walls, doors, etc. in a way that might cause defacement. Damage from failure to observe this notice is payable by the exhibitor.

Sound equipment and other noise must be kept at a level low enough not to disturb other exhibitors. Public address systems, radio broadcasts, or any other devices used to attract attention by sound are prohibited. Violators may be asked to leave the exhibit floor.

BOOTH EQUIPMENT

Standard booth includes one 8x10 ft. booth space, decorator pipe and drape, and identification sign.

CANCELLATION OR RELOCATION OF THE ANNUAL MEETING

Upon cancellation of the Annual Meeting, NAADAC's liability shall be limited to a refund of the booth deposit or full fee, whichever amount has already been collected.

CANCELLATION BY EXHIBITOR

All cancellations must be forwarded in writing to NAADAC 2004 Exhibits. A fee equal to 50% of the full booth price will be assessed if cancellation is postmarked sixty (60) days prior to the opening of the annual meeting; no refunds after this date.

CHANGES

The interpretation and application of these rules and regulations are the responsibility of NAADAC. Any violations by the exhibitor of any of the terms and conditions herein shall subject exhibitor to cancellations of his/her contract to occupy booth space and to forfeiture of any monies paid on the account thereof.

In the event that unforeseen events make it necessary, NAADAC will have the right to amend these rules or make additions hereto, and all such amendments or additions shall be made promptly to each exhibitor.

AGREEMENT

The Exhibitor Agrees to abide by all exhibit terms, conditions, and regulations contained on both sides of this contract.

Authorized Signature (required)

Title

Please return this completed contract with payment to:

NAADAC 2004 Exhibits

901 N. Washington St., Ste 600

Alexandria, VA 22314-1535

Questions?

Phone: 703-741-7686 Fax: 703-741-7698 Email: sbarnum@naadac.org