

Exhibitor Prospectus
Special Operations Medical Association (SOMA)
Exhibitors Set-up Friday, December 11th, 2009
Dismantle Monday, December 14th, 2009
Tampa Marriott Waterside

There are:

Fifty two (8'x10') booths in the Florida Ballroom

Forty one 8 'tables in the Florida Ballroom and Room 1, 2, 3, 4, 5, 6

Three (8X10) Booths in Grand Ballroom Entrance

EXHIBITOR SCHEDULE

Friday	December 11, 2009	Exhibitor Setup 1600 - 2300
Saturday	December 12, 2009	Exhibits/ Attendee Breakfast 0700 - 0800
Saturday	December 12, 2009	Exhibits/Attendee Breaks 1010 and 1500
Saturday	December 12, 2009	Exhibitors/Attendee Reception - Florida Ballroom
Sunday	December 13, 2009	Exhibits/Attendee Breakfast 0700 - 0800
Sunday	December 13, 2009	Exhibits/Attendee Breaks 1010 and 1500
Monday	December 14, 2009	Exhibits/ Attendee Breakfast 0700 - 0800
Monday	December 14, 2009	Exhibits/Attendee Breaks 1010
Monday	December 14, 2009	Dismantle Exhibits 1030 - 1200

PURPOSE

TRUE Research Foundation is the Co-Sponsor of the 2009 Special Operations Medication Association Conference that will be held in Tampa Florida at the Tampa Waterside. The Attendees are United States Armed Forces medics, physicians, physician assistance, nurses and related health care professional. The purpose of the exhibits is to provide companies an opportunity to complement the education and scientific program with the latest development in equipment, and supplies that will impact the Operations of the Special Operations Forces.

MISCELLANEOUS INFORMATION

All morning and afternoon breaks will be held in the Exhibit Hall. Monday night "pizza and beer reception" will be held in the Exhibit Hall. Exhibitors are welcome to attend the education sessions.

BOOTH RENTAL

The floor plan, on the web-site, identifies the location of the exhibit booths with each booth space numbered by funding level. After referring to the floor plan, indicate preferred booth location, place on the application and e-mail to j.bordas@trueresearch.org Two booths or two tables may be combined for a single exhibit if a larger exhibit is desired.

BOOTH ASSIGNMENT

Booth assignments are made by the Exhibitors when the booth application has been completed and sent to TRUE. TRUE will reserve the space until **Wednesday October 30, 2009**. If the payment for the booth has not been received or payment arrangements made by **Wednesday October 30, 2009** the reserved exhibit booth space will be released.

The booth is available by sponsorship level, the Exhibitor's choice and is made on a first-come, first-served basis. The conference Department or TRUE employees will not assign booths. When

application is made, via the internet, a confirmation is received confirming the receipt of the application and a notice of the Company booth assignment. You may also go to www.somaonline.org to check the Company booth assignment.

PAYMENT

Payments may be made with a credit card when registering for a booth, or by check. The following credit cards are accepted by TRUE, Visa, MasterCard, American Express, and Discover.

ADDITIONAL INFORMATION

All exhibit materials must be unpacked and set up by **2300 hours Friday, December 11** to permit the removal of empty crates and cartons from the exhibit area. Any exhibit not unpacked by this time will be placed in storage. No refuse, such as empty cartons, may be placed in the aisles after the final sweeping of the aisles in the exhibit area. Exhibitors are urged not to litter the floor in the booths or aisles after the cleaning of the exhibit area. Time will not permit a sweeping of booths or aisles on opening day.

BOOTH CONSTRUCTION

Booth construction may not exceed 8 feet in height including signs, banners, and displays. Booths that exceed the height requirements will need a special permit in writing. Send request to a.bordas@trueresearch.org. Solid construction within the first 5 feet of the booth may not exceed 48 inches in depth. Exhibits cannot include or overflow into an aisle of another booth with ceiling or floor covering. Two story exhibits are not permitted.

CRATE STORAGE

Empty crates, boxes and cartons must be removed from the exhibit area by 2300 hours, December 11, 2009. These materials must be nested as much as possible. "EMPTY" stickers, which will be available at Exhibitor Services Desk, must be placed on all containers to be stored and returned at the close of the exhibition. Containers or skids without the "EMPTY" stickers will be considered refuse and discarded. Crates, boxes, and cartons may **not** be stored behind booth backgrounds. Do not store anything of value in crates that will be placed in storage.

OFFICIAL EXHIBIT SERVICE

Exhibit Services, Inc
Jenny Conn
1814 Tappan Blvd
Tampa Florida, 33619
E-mail info@exhibitservices.net
Phone: 813 623-1163
Fax: 813-623-5913
Mobile: 813 355-6786

SHIPPING INSTRUCTIONS & EXHIBITORS KITS

Exhibitor's contacts on the registration form will receive AN E-MAIL FROM Exhibits Services to tell them that the "Exhibitors' contact on the registration form will receive and email from Exhibit Services, Inc. with a website link to download all necessary information for shipping in advance and ordering additional services.

Ship your products/displays to the Exhibit Services at the advance warehouse address. **DO NOT** ship products/displays to the Marriott because of lack of storage facilities.

EXHIBITOR APPROVED CONTRACTOR (EAC)

All Exhibitors using an EAC must submit to TRUE and the exhibit company, in writing, on the exhibiting company's letterhead (letter from contractors will not be accepted) the name of the contracted company and address, a contact person, and business telephone number. TRUE Conference Department must receive this letter no later than November 21, 2009. Letters received after November 21 will not be approved, and EAC's will not be allowed to provide their services.

All EAC's must submit to TRUE and the exhibit company an **original certificate of insurance**, that provides for not less than \$1,000,000 of general liability insurance including property damage and workman's compensation. This certificate must name TRUE as the certificate holder or as additionally insured, and must be valid over the dates of exhibition including installation and dismantling. TRUE must receive all original certificates by **Friday, November 20, 2009**. An EAC that fails to send in an official insurance certificate by **Friday, November 20, 2009**, will not be allowed to provide their services **(NO EXCEPTIONS)**.

CANCELLATION - REFUNDS

Notification of an Exhibitor's decision to cancel an exhibit must be submitted in writing to the Conference Manager a.bordas@trueresearch.org. Cancellation policy is as follows:

No refund will be made to the Exhibitor when cancelled after November 14, 2009

50% Exhibit fee will be refunded when a written cancellation has been received before midnight November 13, 2009

75% of Exhibit fee will be refunded when a written cancellation has been received before October 09, 2009

100% of the Exhibit fee will be refunded when a written cancellation has been received before September 11, 2009

LIABILITY

TRUE, the Special Operations Medical Association, and the Tampa Marriott Waterside will not be responsible for loss or damage to displays while being brought in or out of the hotel. In all cases, the Exhibitor will assume responsibility for damage to property accidents, and injuries to exhibitors, employees, contractors, or meeting participants.

SECURITY

TRUE, Special Operations Medical Association nor the Tampa Marriott Riverside will be responsible for the safety of the property of the occupant of the booth, officers, agents or employees from theft, damage by fire, accident or other causes. The doors to the Exhibit Hall will be locked after exhibit hours and Security additional security will not be in the Exhibit Hall and rooms.

FIRE REGULATIONS

All display material is subject to inspection by the local Fire Marshall. No flammable fluids or substances may be used or shown in the exhibit area.

EXHIBITOR RESPONSIBILITY

Exhibitor assumes responsibility and agrees to indemnify and defend TRUE Research Foundation, the Special Operations Medical Association or the Tampa Marriott Waterside and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises.

The Exhibitor understands that neither TRUE Research Foundation, the Special Operations Medical Association or the Tampa Marriott Riverside maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

The Exhibitor is responsible for any damage to the hotel by company representatives, EAC or exhibit. No signs or other articles can be affixed, nailed or otherwise attached to walls, doors, etc. in such a manner to deface or destroy them. Likewise, no attachments can be made to the floors by nails, screws or any other devices that would damage them. All space is leased subject to these restrictions.

By applying for exhibit space, an Exhibitor agrees to adhere to all conditions and regulations outlined in the Exhibitors' Prospectus, the rules of Tampa Marriott Waterside and all local and federal laws as well as any addendums hereto.

All audio equipment must be regulated so that it does not disturb neighboring exhibits. TRUE reserves the right to determine what is appropriate as it pertains to audio equipment while in the exhibit hall or any other functions. No monetary adjustment will be made for exhibit shutdown.

All Exhibitor Representatives must maintain a professional appearance while in the exhibit hall or while at any other TRUE Tampa Marriott Waterside functions.

The sharing or subleasing of booth area is not permitted.

The granting of Continuing Education Credits, in any category, from an exhibit booth is prohibited.

In order to receive a printed badge, all representatives must pre-register for SOMA 08, and present a business card at the Exhibitor Registration Counter. Badges must be worn in the Exhibit area all the hours the exhibit is open and at all functions. Security will be at each door to check badges prior to entering the Exhibit Site or the Conference Area.

Exhibitor agrees to and indemnifies, hold harmless, TRUE Research Foundation, the Special Operations Medical Association and the Tampa Marriott Waterside from and against any and all liability, responsibility, loss, damage, cost, or expense of any kind whatsoever (including, but not limited to cost, interest, and attorney's fees) which TRUE Research Foundation, or the Special Operations Medical Association or the Tampa Marriott Waterside may incur, suffer, be put to, pay, or be required to pay, incident to or arising directly or indirectly from any intentional or negligent act or omission by Exhibitor or any of its employees or contractors. TRUE Research Foundation, the Special Operations Medical Association, and the Tampa Marriott Waterside shall not be responsible in any way for (1) damage, loss, or destruction of any property of Exhibitor or (2) injury to exhibitor licensee or invitees.

DATES TO REMEMBER

Set Up exhibits	Friday December 11, 1600 -2300 hours
Dismantling of Exhibits	Monday December 14, 1030 hours
Last day TRUE will hold unpaid exhibit space	Wednesday October 30, 2009
Exhibitors Packet available from Exhibitors Services, Inc	Starting July 1, 2009
Certificate of Insurance	Friday, November 20, 2009
Cancellations and Refunds	See Cancellations/Refunds above