

Exhibit Space Terms & Conditions Agreement

Conference Management:

Association of
Otolaryngology
Administrators

1844 Ardmore Blvd
Pittsburgh, PA 15221
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Eligible Exhibits

The Conference Management reserves the right to determine the eligibility of any Company or Product to exhibit in the Conference and further reserves the right to reject any application and/or limit space assigned to any one Company.

Liability for Exhibits

Exhibitor assumes responsibility and agrees to indemnify and defend AOA and The Chicago Hilton, and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises.

The Exhibitor understand that neither Association of Otolaryngology Administrators nor The Chicago Hilton, maintains insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

The Exhibitor agrees to make no claim for any reason whatsoever against Conference Management and/or Conference Sponsor and the City and/or State wherein Conference is held, for loss, theft, damage or destruction of goods, nor for any injury to himself or employees while Conference is in progress, being set up or taken down. Exhibitor agrees to indemnify and hold harmless Conference Management and AOA.

Management, Conference Sponsor and the Hotel wherein the Conference is held, and their employees, are held harmless against any and all claims of any person, arising out of facts, omissions or negligence or Exhibitor, its agents, or employees.

Limitation of Exhibits

Conference Management reserves the right to stop or remove from the Conference any Exhibitor, or his

representative, performing an act or practice when in the opinion of Conference Management is objectionable or detracts from the dignity of the Conference or is unethical to the business purpose of the Conference. Conference Management reserves the right to refuse admittance of exhibits or materials to the Conference until all dues and fees are paid in full. No exhibitor shall hold any social event which Buyers are invited, or entice Buyers off the Conference floor during official Conference hours.

Cancellation or Withdrawal

Cancellation of space and refund is subject to the following conditions: Exhibitors shall give written notice of cancellation; if written notice is received on or before July 3, 2008 a refund of all monies minus a charge of \$300 will be refunded. **Cancellation for any reason after July 3, 2008 will not be eligible for any refund.**

Exhibit Restrictions

No Exhibitor or part of an exhibit will be admitted to any space until rental of that space has been paid in full. No Exhibitor may dismantle the exhibit except according to the guidelines set forth in the schedule unless prior written approval is given by Conference Management or AOA. The Exhibitor shall properly staff the exhibit during the Conference hours. Exhibitors are liable for any damages caused to building walls, floors or columns or other Exhibitors' property.

Boundaries

All parts of all exhibits must be exhibited within Exhibitor's assigned space boundaries. Aisle space is under control of Conference Management.

Fireproofing

All decorations must be fireproof in accordance to the Fire Marshall rules and regulations.

I have read and agree to the terms and conditions as outlined above.

Exhibitor Company Name

Company Representative Name (Please Print)

Company Rep Signature

Date

