

# SIMULATION SUITE APPLICATION

HVS Scientific Meeting • 11-13 April 2019 (Exhibits 11-12 April) • Melia Hotel • Sitges (Barcelona) Spain

Please complete all sections of this application and either type or print in each section. Sign and return both sides either with a check payable in USD to HVS or Heart Valve Society, 500 Cummings Center, Suite 4400, Beverly, MA 01915, USA or fax both sides with a credit card number to +1.978.524.0461. A 50% deposit of the total commitment due is due on **11 January 2019**. 100% of the total commitment due must be paid by **11 January 2019**. Applications submitted after **January 11<sup>th</sup>** must be accompanied by payment IN FULL.

## CONTACT INFORMATION

Contact Person: This person will receive all correspondence pertaining to this meeting.

Title

Telephone number

Fax number

Email address

Company Name

Street Address

City/State/Zip/Country

Web Address

Simulation Suite: Product simulation and hands-on training.

\$30,000.00 fee

## REMIT APPLICATION TO: HVS

EMAIL: industry@heartvalvesociety.org

MAIL: 500 Cummings Center, Suite 4400, Beverly, MA 01915

FAX: +1.978.524.0461

**PAYMENT METHOD** Please note that as part of our compliance we can no longer accept credit card numbers via e-mail. This policy is designed to increase data security for cardholders and merchants. Emails received containing credit card information will be blocked. Please use the following methods of payment:

Check amount enclosed: \$ \_\_\_\_\_ (US banks only)

**CREDIT CARD**  American Express  MasterCard  Visa Amount to be charged: \$ \_\_\_\_\_

Credit Card Number

Expiration Date

Security Code (3 digits on front or back of card)

Name as it appears on credit card

Cardholder's Signature

**Secure Fax: + 978.524.0461**

**This form must be faxed if credit card number is showing.**

**DO NOT EMAIL.**

Please check if credit card billing address is same as contact information at the top of the form.

If billing address is not the same please enter below.

Company Name

Street Address

City/State/Postal Code /Country

**WIRE TRANSFER – Please call our offices at +1.978.927.8330 for wiring information.**

WE AGREE TO ABIDE BY ALL RULES AND REGULATIONS SET FORTH IN THE PROSPECTUS AND THIS APPLICATION (FRONT AND BACK). ACCEPTANCE OF THIS APPLICATION BY SHOW MANAGEMENT CONSTITUTES A CONTRACT. CONFIRMATION WILL BE SENT IN DECEMBER 2017.

AUTHORIZED SIGNATURE

PRINT NAME

TITLE

## FOR HVS USE ONLY

Date received: \_\_\_\_\_ Total amt. due: \$ \_\_\_\_\_ Amt. received: \$ \_\_\_\_\_ Accepted by: \_\_\_\_\_ ID #: \_\_\_\_\_ 50% by Jan. 11, 2019 \$ \_\_\_\_\_ PIF by Jan. 11, 2019

ANNUAL SCIENTIFIC MEETING Simulation Suite APPLICATION (Page 2) \$ \_\_\_\_\_

# Simulation Suite Application (Page 2)

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The Heart Valve Society and its authorized representatives are hereinafter referred to as "Show Management."

**7. PAYMENT AND REFUNDS.** 50% of the total unit fee is due no later January 11, 2019. 100% of the total commitment due must be paid after January 11, 2019. Applications submitted after January 11<sup>th</sup> must be accompanied by payment IN FULL. Applications received without such payment will not be processed nor will space assignments be made.

If Show Management receives a written request for cancellation of space in whole or in part on or before December 28, 2018, the sponsor will be liable for a 25% processing fee. For cancellations in whole or in part received after December 28, 2018, no refunds will be issued. It is expressly agreed by the sponsor that in the event they fail to pay the space rental at the times specified, or fail to comply with any other provisions contained in these rules and regulations concerning the use of exhibit space, Show Management shall have the right to reassign the suite location shown on the face of the contract or to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper. In the event of a default by the sponsor, as set forth in the previous sentence, the sponsor shall forfeit as liquidated damages, the amount paid by him for his space reservation, regardless of whether or not the Show Management enters into a further lease for the space involved.

**8. SPACE RENTAL AND ASSIGNMENT OF LOCATION.** Whenever possible, space assignments will be made by Show Management in keeping with the preferences as to location requested by the sponsor. **SHOW MANAGEMENT, HOWEVER, RESERVES THE RIGHT TO MAKE THE FINAL DETERMINATION OF ALL SPACE ASSIGNMENTS IN THE BEST INTERESTS OF THE EXPOSITION.**

**9. USE OF SPACE, SUBLETTING OF SPACE.** No sponsor shall assign, sublet, or share the space allotted with another business or firm unless approval has been obtained in writing from Show Management. Sponsors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in the sponsor's display, parent or subsidiary companies excepted. Sponsors must show only goods manufactured or dealt by them in the regular course of business. Should an article of non-exhibiting firm be required for operation or demonstration in a sponsor's display, identification of such article shall be limited to the usual and regular nameplate, imprint or trademark under which same is sold in the general course of business. No firm or organization not assigned exhibit space will be permitted to solicit business within the Exhibit Areas.

**10. SPONSORS AUTHORIZED REPRESENTATIVE.** Each sponsor must name one person to be his representative in connection with installation, operation and removal of the firm's exhibit. Such representative shall be authorized to enter into such service contracts as may be necessary and for which the sponsor shall be responsible. The sponsor shall assume responsibility for such representative being in attendance throughout all exposition periods; and this representative shall be responsible for keeping the exhibit neat, manned and orderly at all times. For their own safety and protection, children sixteen (16) years of age and under will not be admitted to the exhibit halls at any time.

**11. INSTALLATION AND REMOVAL.** Show Management reserves the right to fix the time for the installation of a suite prior to the Show opening and for its removal after the conclusion of the Show. Installation of all exhibits must be fully completed by the opening time of the exposition. Any space not claimed and occupied three hours prior to opening, may be resold or reassigned without refund. No sponsor will be allowed to dismantle or repack any part of his exhibit until after the closing of the Show.

**12. ARRANGEMENT OF EXHIBITS.** Each sponsor is provided an Official Sponsor Kit. The Sponsor Kit describes the type and arrangement within the suite and the standard equipment provided by Show Management for suite construction. All suite space must be arranged and constructed in accordance with the guidelines, provisions and limitations contained in the Sponsor Kit. If, in the sole opinion of Show Management, any demonstration fails to conform to the Sponsor Kit guidelines, or the provisions set forth herein, such exhibit will be prohibited from functioning at any time during the exposition.

**Sponsor Plan Review.** Suite layout arrangements for first-time sponsors or involving other unusual construction features, must be submitted for approval at least sixty (60) days prior to the opening of the exposition.

**13. DEMONSTRATION & PUBLIC POLICY.** Each sponsor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire prevention and public safety, while participating in this exposition. Compliance with such laws is mandatory for all sponsors and the sole responsibility is that of the sponsor. Show Management and service contractors have no responsibility pertaining to the compliance with laws as to public policy as far as individual sponsor's space, materials and operation is concerned. Should a sponsor have any questions as to the application of such laws, ordinances and regulations to his exhibit or display, Show Management will endeavor to answer them. All suite decorations including carpeting must be flame-proofed and all hangings must clear the floor. Electrical wiring must conform to the regional Electrical Code Safety Rules. If inspection indicates any sponsor has neglected to comply with these regulations, or otherwise incurs fire hazard, the right is reserved to cancel all or such part of his exhibit as may be irregular, and effect the removal of same at sponsor's expense. Sponsors will not be permitted to store behind their suite background any excess material such as cardboard cartons, literature, etc. Excess supplies must be stored in areas which will be made available for such purpose. If unusual equipment or machinery is to be installed or if appliances that might come under fire codes are to be used the sponsor should communicate with Show Management for information concerning facilities or regulations. Sponsors must comply with regional fire regulations.

Independent contractors must conform to Monacan guidelines. All sponsor labor must comply with established labor jurisdictions.

**14. STORAGE OF PACKING CRATES AND BOXES.** Sponsors will not be permitted to store packing crates and boxes in their suites or onsite at the facility during the exhibit period, but these, when properly marked, will be stored and returned to the suite by a service contractor. It is the sponsor's responsibility to mark and identify his crates. Crates not properly marked or identified may be destroyed. Show Management assumes no responsibility for the contents of crates or boxes improperly labeled as "empty" because of the lack of storage facilities, it may be necessary to store empty crates and cartons outside the building. Every effort will be made to protect the crates from the elements, but neither Show Management nor its service contractors will assume any responsibility for damage to them. The removal and return of large crates that cannot be handled by hand trucks will be charged at prevailing rates. Crates, boxes or other exhibit materials unclaimed by the sponsor after the Show will be removed at the sponsor's expense. Sponsors will be billed by Show Contractors for removal time and materials at prevailing rates.

**15. OPERATION OF DISPLAYS.** Show Management reserves the right to restrict the operation of, or evict completely, any exhibit which, in its sole opinion, detracts from the general character of the exposition as a whole. This includes, but is not limited to, an exhibit which, because of noise, flashing lights, method of operation, display of unsuitable material, are determined by Show Management to be objectionable to the successful conduct of the exposition as a whole. Use of so-called "barkers" or "pitchmen" is strictly prohibited. All demonstrations or other promotional activities must be confined to the limits of the exhibit space. Sufficient space must be provided within the exhibit space for the comfort and safety of persons watching demonstrations and other promotional activities. Each sponsor is responsible for keeping the aisles near its exhibit space free of congestion caused by demonstrations or other promotions.

**Direct Sales.** No retail sales are permitted within the exhibit area at any time, but orders may be taken for future delivery.

**Contests, Drawings & Lotteries.** All unusual promotional activities must be approved in writing by Show Management no later than 60 days prior to the opening of the exposition.

**Literature Distribution.** All demonstrations or other activities must be confined to the limits of the sponsor's suite space. Distribution of circulars may be made only within the space assigned to the sponsor distributing such materials. No advertising circulars, catalogs, folders, or devices shall be distributed by sponsors in the aisles, meeting rooms, registration areas, lounges, or grounds of the host facility. Trade publishers are prohibited from soliciting advertising during the Show. Trade publications may be distributed from their suite, but automatic distribution is prohibited.

**Gaseous and Cryogenic Materials.** Sponsor must work directly with the Hotel on proper delivery and storage of drawers or other containers and proper transfer of gases for cryogenic and/or other purposes. HVS must also be notified of such materials before January 4, 2019.

**Live Animals.** Live animals are prohibited.

**Models.** Suite representatives, including models or demonstrators, must be properly and modestly clothed. Excessively revealing attire is prohibited.

**Sound.** Exhibits which include the operation of musical instruments, radios, sound projection equipment, public address systems or any noisemaking machines must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent sponsors and their patrons, nor cause the aisles to be blocked. Operators of noisemaking exhibits must secure approval of operating methods before the exhibit opens.

**16. SOCIAL ACTIVITIES.** Sponsor agrees to withhold sponsoring hospitality suites/rooms or other functions during official show activities, including exhibit hours, social functions, educational seminars and any other related activity scheduled by Show Management.

**17. INSURANCE:** Sponsor, HVS and Hotel shall each maintain sufficient insurance to insure their obligations set forth in the Section of this Agreement titled "Indemnification and Hold Harmless," and each shall provide evidence of such insurance upon request.

**18. LIABILITY AND INDEMNIFICATION** Sponsor shall be fully responsible to pay for any and all damages to property owned by The Melia Hotel, its owners or managers that result from any act or omission of Sponsor. Sponsor agrees to defend, indemnify and hold harmless, HVS, Melia Hotel its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates, from or out of or by reason of any accident or bodily injury or other occurrences to any persons, including the injury or other occurrences to any person or persons, including the Sponsor, its agents, employees, and business invitees which arise from or out of the Sponsors occupancy and use of the exhibition premises, the Hotel or any part thereof, unless the damage or loss is the result of an act, error, or omission of a Hotel employee, representative or subcontractor.

**19. CARE OF BUILDING AND EQUIPMENT.** Sponsors or their agents shall not injure or deface any part of the exhibit building, the suites, or suite contents or show equipment and décor. When such damage appears, the sponsor is liable to the owner of the property so damaged.

**20. OTHER REGULATIONS.** Any and all matters not specifically covered by the preceding rules and regulations shall be subject solely to the decision of Show Management.

**SHOW MANAGEMENT SHALL HAVE FULL POWER TO INTERPRET, AMEND, AND ENFORCE THESE RULES AND REGULATION, PROVIDED SPONSORS RECEIVE NOTICE OF ANY AMENDMENTS WHEN MADE. EACH SPONSOR AND ITS EMPLOYEES AGREES TO ABIDE BY THE FOREGOING RULES AND REGULATIONS AND BY ANY AMENDMENTS OR ADDITIONS THERETO IN CONFORMANCE WITH THE PRECEDING SENTENCE. SPONSORS OR THEIR REPRESENTATIVES WHO FAIL TO OBSERVE THESE CONDITIONS OF CONTRACT OR WHO, IN THE OPINION OF SHOW MANAGEMENT, CONDUCT THEMSELVES UNETHICALLY MAY IMMEDIATELY BE DISMISSED FROM THE EXHIBIT AREA WITHOUT REFUND OR OTHER APPEAL.**

DATE

AUTHORIZED SIGNATURE

TITLE