



2020 NESPS Workshop
Hot Topics in Breast

March 7, 2020

Lotte New York Palace Hotel

nesps.org/Workshop

EXHIBIT INFORMATION

FOOD FUNCTIONS IN EXHIBIT AREA

Continental Breakfast, as well as coffee breaks will be served in the exhibit area which is located in the Holmes Foyer just outside of the general session which is in the Holmes Ballroom I and II.

REFUNDS AND CANCELLATIONS

Cancellations received in writing by January 10, 2020 will be subject to a 25% administrative fee. There will be no refunds for cancellations received after January 10, 2020.

INSTALLATION OF EXHIBITS

The exhibit area will be available for set-up from 6:00 am – 7:00 am on Saturday, March 7, 2020. Breakfast will be available for attendees beginning at 7:00 am.

SERVICE KIT

The Service Kit will be available online approximately 3 months before the meeting. You will be notified when it is available. It will include:

- Shipping instructions
- Electrical Order Form
- Updated Exhibitor Information
- Any other needs you may have to prepare for the meeting

EXHIBIT PERSONNEL

All exhibit personnel must be registered. Each person will be issued an exhibitor badge and must be employed by the Exhibitor or have a direct business affiliation. Additional badges are available for \$100 per badge. An exhibitor badge allows access to the sessions.

SPECIAL NEEDS



If you require special accommodations in order to fully participate in the meeting, please contact the Northeastern Society of Plastic Surgeons administrative office.

FIRE PROTECTION

All materials used in the exhibit area must be flameproof and fire-resistant in order to conform to the local fire ordinances and in accordance with regulations established by the local fire department. Crepe paper or corrugated paper, flameproof or otherwise, will not be permitted. Excelsior or other paper is not to be used in crating merchandise. Display racks, signs, spotlights and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau. Any exhibits or parts thereof found not to be fire-proof may be dismantled. All aisles and exhibits must be kept clear at all times, and fire stations and fire extinguisher equipment are not to be covered or obstructed.

PROTECTION OF THE BUILDING

Exhibitors will be held liable for any damage caused to the convention center property. No material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts or portions of the buildings or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the exhibitor.

HAZARDOUS WASTE

Exhibitor assumes responsibility and any liability for removal or disposal of any material considered to be hazardous waste material. Exhibitor also agrees to conform to any local ordinances and regulations concerning the disposal of any and all hazardous waste.

Any and all costs incurred in the removal of hazardous waste from the exhibit facility will be the sole responsibility of the exhibitor.

INDEMNIFICATION

The Hotel and NESPS shall indemnify, defend and hold harmless the exhibitor and its officers, directors, partners, agents, members, managers and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the exhibitor's negligence in connection with use of the Hotel facilities, except to the extent and percentage attributable to the exhibitor or its personnel's, or agents' negligence. The Hotel shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

The exhibitor shall indemnify, defend and hold harmless the NESPS, Hotel and its officers, directors, partners, agents, members, managers and employees (collectively, the "Hotel indemnified parties") from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the hotel's negligence and/or its personnel, agents' negligence in connection with the use of the Hotel facilities, except to the extent and percentage attributable to the Hotel's negligence. The exhibitor shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

INSURANCE

The Hotel, NESPS and the exhibitor each agree to carry, maintain and provide, upon request, evidence of liability and other insurance in amounts sufficient to provide coverage against any claims arising from any activities arising out of or resulting from the respective obligations pursuant to or associated with this contract; and not less than the amounts set forth in the preceding section. A certificate of insurance shall be submitted to the NESPS prior to the meeting showing that the exhibitor's Insurance policy names the Hotel and NESPS as additional insureds.

Damage to the Hotel premises by the exhibitor or appointed contractors will be the exhibitor's responsibility. They will accept full responsibility for any damages resulting from any action or omission of their Individual personnel in conjunction with exhibit activities. The Hotel and NESPS are not responsible for any loss or damage no matter how caused, to any samples, displays, properties, or personal effects brought into the Hotel, and/or for the loss of equipment, exhibits or other materials left in meeting rooms.

The Hotel and NESPS reserve the right to approve all appointed contractors hired for use by the exhibitor. NESPS must be notified in advance of any appointed contractors.

Exhibitors must provide proof of worker's compensation Insurance for employees who will work on Hotel premises and proof of adequate general liability coverage for the exhibitor and/or outside contractors' activities while on Hotel's premises, and must comply with all other similar requirements the Hotel deems appropriate, in its sole discretion, regarding use of function space, facilities and use of Hotel services.