



Exhibitor Rules and Regulations

General

All matters and questions not covered by these Rules and Regulations are subject to the decision of AUGS. In the event of any such decision being of general interest, written notice will be given by the Society to exhibitors that may be affected.

Exhibit Participation

The exhibition is for the express purpose of furthering AUGS' mission, which is to promote the highest quality patient care through excellence in education, research, and advocacy. Companies may exhibit commercially available gynecologic, urologic and/or related products, equipment and services approved, where applicable, by the Food and Drug Administration (FDA).

Displays or graphical depictions of drugs or devices that are investigational or not approved by the FDA must include prominent signage noting which product(s) are for viewing by non-U.S. attendees only and guide attendees accordingly. AUGS does not guarantee, warrant, endorse or otherwise approve of the companies exhibiting at PFD Week nor any of the products, equipment or services exhibited by companies. Each exhibitor is solely responsible for compliance with FDA Rules and Regulations which address the labeling of displayed products and for determining if a product may be promoted for a use that is generally accepted among urogynecologists or other medical professionals and for which FDA approval is required.

Compliance with all applicable laws and regulations is required of every organization that participates in PFD Week. Organizations that violate AUGS policies, applicable law, or the terms and conditions as set forth in the Exhibitor Application and Contract will be subject to disciplinary action that could include loss of priority points, termination of the Exhibitor Application and Contract or loss of the opportunity to participate in future AUGS meetings.

Booth Personnel Registration/On-site Responsibilities

All booth personnel must pre-register. An exhibitor registration link will be emailed to the main contact person. Additional exhibitor badges are available for \$295 and can be purchased at the time of exhibitor registration. Exhibitors are also encouraged to purchase tickets for any of our social events and the Foundation Fun Run.

Exhibitors are required to staff their booths at all times when the hall is open to attendees. Exhibitors may enter the hall one hour before the scheduled Exhibit Hall opening time and may remain in the hall 30 minutes after the close of the hall.

Exhibitor badges will be made available on-site only and Exhibitors must wear them at all times. Exhibitor badges include access to the Exhibit Hall, any meal functions served in the Exhibit Hall, as well as all educational sessions (does not include sessions with an extra fee). Exhibitor's badges are personal and are not transferable.

Exhibitor personnel may not enter the exhibit space of another Exhibitor without permission from the latter. At no time may anyone enter the unmanned booth of another Exhibitor.

Sales on Exhibit Floor

AUGS' exhibit program educates attendees by providing information, services and products and presenting industry trends pertinent to the physician's interest. Therefore, taking orders and selling exhibited products will be permitted. The sale of non-urogynecologic related products is strictly prohibited. At no time may the exhibit or product display be altered to fulfill a transaction. No signage or advertising of product pricing will be allowed. Exhibiting companies that sell taxable goods or services on-site are responsible for registering as a dealer with the respective state's/provinces' department of revenue.

Eligible Exhibits

Exhibits will be limited to the company and the product(s)/service(s) within the scope of urogynecology and are subject to approval by AUGS for accepted and acknowledged efficacy as well as commercial availability. Only the sign of company whose name appears on the application may be placed in the booth or appear on any printed list of Exhibitors. No exhibits or advertising will be allowed beyond the perimeters of the booth unless additional advertising has been purchased at the meeting.

No Subletting of Space

Exhibitors may not assign, sublet, or apportion the whole or any part of the space allotted to them and may not advertise or display goods or services other than those manufactured or sold by them in the normal course of business. False certification of individuals as Exhibitor's representatives, misuse of Exhibitor badges or any other method of assisting unauthorized persons access to the exhibit floor will be cause for expelling the violator from the exhibition, barring him/her from further entrance to the exhibit floor or removing his/her exhibit from the exhibit floor without obligation on the part of AUGS for refund of any fees. The demonstration of products, advertising and/or solicitation of business on behalf of non-exhibiting companies is strictly prohibited in any part of the convention center facilities (including but not limited to guest rooms, suites, and function space).

Exhibitor Services/Service Contractor Contact Information

AUGS' general contractor can provide all usual trade show services including labor, drayage services and furniture rental. GES is the appointed General Services Contractor for PFD Week 2021. An Exhibitor Service Kit will be sent out in June and will contain additional regulations, order forms and important deadlines. AUGS, on behalf of exhibitors, will arrange with responsible parties for various exhibitor services. Complete information regarding carpeting, drayage, furniture, electrical work, etc. will be furnished well in advance of the exhibit dates. A customs broker will be appointed for the event. This information will be included in the service kit. An outside exhibit house must notify AUGS at least three weeks prior to the meeting of the names of their clients, as well as the names of their permanent personnel who will be working at the show.

Booth Construction

AUGS arranges for the creation of the necessary draped backdrops of uniform style and name signs with booth numbers. All exhibits must be confined to the spatial limits of the booth as defined in the Exhibitor Service Kit.

Care of Exhibit Space

Exhibitors shall keep occupied space in good order. Special cleaning and dusting of booth, display, equipment, and material will be the Exhibitor's responsibility and shall be performed at the Exhibitor's expense.

Conduct of Exhibitors

Exhibitors shall always conduct themselves in an ethical and professional manner and in conformance with these regulations. Exhibitor badges must always be worn. AUGS reserves the right to deny the privileges of the floor to any and all exhibitors who do not comply. An exhibitor's booth, its products, staff, or visitors may not be photographed or videotaped by a third party without the permission of the exhibiting company.

Marketing of Products and Services Outside of the Exhibit Hall

The only appropriate and acceptable venue for the distribution or display of advertising or marketing materials is the Exhibit Hall. Commercial firms may not, for example, engage in marketing activities through the use of hotel television channels, guestroom voicemail, individual company distribution of marketing materials in hotels or the branding of beverage napkins, hotel keys, etc. unless pre-approved in writing by AUGS.

CME Activities

No accredited continuing education activity (in other words for which CME or CEU certification is awarded) may be conducted in the exhibit booth.

Insurance and Liability

Exhibitors who desire insurance on their exhibits must place the same at their own expense. AUGS does not carry insurance of any sort on the exhibit or other property of Exhibitors, and as set forth in this contract; AUGS assumes no liability for loss or damage thereto from any cause. All Exhibitors and their contractors must have insurance to protect themselves against bodily injury and property damage claims arising from Exhibitor's participation in the Meeting, including but not limited to worker's compensation and commercial general liability insurance in such amounts as are adequate, but in no event less than \$1 million (U.S.) combined single limit for both bodily injury and property damage, per occurrence.

Said insurance shall name AUGS and Arizona Grand Resort and Spa and their officials, officers, agents, representatives, and employees as additional insured. This insurance shall not be cancelled prior to the termination date of insured's contract with AUGS or until after thirty (30) days prior written notice has been given to AUGS. It is agreed that any insurance maintained by AUGS and the Arizona Grand Resort and Spa shall apply in excess of, and not contribute with coverage provided by the Exhibitor or any of its agents, contractors, or representatives.

Certificates of insurance must be procured by the exhibiting company and their contractors no later than 60 days prior to the Show. Certificates of insurance for the Exhibitor must be provided on demand to AUGS by the exhibiting company while the Exhibitor is at the Meeting. Certificates of insurance for Exhibitor's contractors must be delivered to AUGS no later than July 18, 2021. Exhibitor's contractors failing to provide proof of insurance coverage to AUGS by July 19, 2021 will be excluded from participation at the Meeting.

The Exhibitor agrees to indemnify, defend and hold harmless AUGS and the Arizona Grand Resort and Spa, and their officials, officers, agents, representatives, and employees (also referred to as

“INDEMNIFIED PARTIES”) from and against any and all claims, demands, suits, liability, damages, loss, costs, attorneys’ fees and expenses of whatever kind or nature, which result from, arise out of, or are connected with any acts, or failures to act, or negligence of the Exhibitor, or any of its officers, agents, employees, invitees or other representatives, including, but not limited to, claims of damage or loss resulting from the breach of these Terms, Conditions and Rules, or damage of any kind or nature arising out of or in connection with the Exhibitor’s use and /or occupancy of Exhibit Space, and claims of damage or loss to any third party resulting from any infringement of a copyright or patent or the unauthorized use of a registered trademark. The INDEMNIFIED PARTIES shall not be held liable for, and are hereby released from liability for, any damage, loss, harm or injury to the person or property of the Exhibitor or any of its officers, agents, employees, or other representatives, resulting from theft, fire, water, accident or any other cause. The Exhibitor is responsible and accountable for the actions of its staff and any appointed contractor or vendor.

Security

AUGS will provide overall security services for PFD Week, but neither AUGS or the hotel will guarantee exhibitors against loss and will not be responsible for loss of any material by or for any cause. Exhibitors must make provisions for safeguarding of their goods, materials, equipment and always display, and exhibitors are urged to carry their own insurance through their own sources at their own expense.

Safety and Fire Laws

All applicable safety and fire laws and regulations must be strictly observed by all exhibitors. Cloth decorations must be flameproof. Wiring must comply with local fire department and conference center rules. Aisles and fire exits must not be blocked by exhibits. No combustible decoration, such as crepe paper, cardboard, or corrugated paper, shall be used at any time. All packing containers, wrapping material, etc. are to be removed from the exhibit floor and may not be stored under tables or behind the exhibit. Open flames, butane gas and oxygen tanks are not permitted.

Hazardous/Medical Waste

No hazardous or medical waste is allowed in the exhibit hall at any time without written permission from AUGS or designated contact.

Raffles and Drawings

Raffles and drawings are not allowed in the exhibit hall or anywhere else at PFD Week.

Social Functions and Activities

Social functions and other activities sponsored by exhibitors cannot be held during exhibit hours or in conflict with any scheduled meetings or activities sponsored by AUGS. Requests for social functions and other activities must be submitted in writing and are subject to approval by AUGS.

Competitors

It is the responsibility of the exhibiting company to notify AUGS staff of any competition they wish to avoid sharing neighboring space with.

Cancellation

Submission of the exhibit application, payment of fee and assignment of space shall constitute a contract with AUGS. Cancellations of exhibit space must be submitted in writing to AUGS and shall be effective upon receipt of notice by AUGS. There will be no refunds for cancellation of exhibit space after September 3, 2021.

AUGS management reserves the right to treat an Exhibitors downsizing of booth space as cancellation of the original space and purchase of new booth space. Exhibitors may be required to move locations if they request a downsizing of space. If, for any reason beyond the control of AUGS, the exhibit has to be cancelled, shortened, delayed, or otherwise altered or changed, the Exhibitor understands and agrees that losses and damages, which it may suffer as a consequence thereof, are its responsibility and not that of AUGS, its directors, officers, employees, or agents. The exhibitor understands that it may lose all monies it has paid to AUGS for space in the show, as well as other costs and expenses it has incurred, including travel to PFD Week, setup, lodging, freight, etc.