

## **Exhibitor Rules and Regulations**

These Rules and Regulations, including any amendments published on the AMP 2019 Annual Meeting Website, distributed to the Company Primary Contact, or communicated to the onsite contact, are a part of the Exhibitor Contract. Failure to abide by such Rules and Regulations, either by Company staff or contracted labor, including failure to have booth design pre-approved as required, may result in revocation of permission to exhibit in 2019, with forfeiture of all monies paid, loss of priority points and/or denial of permission to exhibit in future years.

### **GENERAL**

#### **REGULATIONS GOVERNING USE OF SPACE BY EXHIBITORS**

1. These Rules and Regulations form part of the Exhibitor Agreement made between the Association for Molecular Pathology (the "AMP") and the Exhibitor. The provisions of the lease or licensing agreement between AMP and the exhibit hall, which refer to or govern exhibitors also form part of these Regulations.
2. Neither the Exhibitor Agreement nor any booth or display space request or allocation will be binding on AMP unless and until the exhibitor accepts online to abide by the Exhibitor Rules & Regulations, issues payment in accordance with said agreement, and said agreement is executed by the exhibits staff on behalf of AMP.
3. AMP is hereby authorized to assign exhibit space based on availability and in accordance with the Exhibitor's choice whenever possible. AMP reserves the right to alter the location of exhibit spaces at its sole discretion and in the best interest of the exhibition.
4. If an exhibitor fails to abide by the regulations of the exhibition as set forth, then the contract between AMP and the Exhibitor will be terminated. The exhibition regulations constitute a portion of the contract between the AMP and the Exhibitor. Therefore, any failure on the part of the Exhibitor to comply with the regulations represents a default on, and termination, of the contract. Should the contract be terminated in this manner, the Exhibitor shall forfeit the amount paid for space rental regardless of whether or not AMP enters into a further lease of the space involved. Interpretation and application of the regulations are within the sole discretion of the AMP and decisions by AMP are final.
5. Any Exhibitor who does not abide by the Regulations Governing Use of Space by Exhibitors may be subject to ejection from the conference and/or forfeit the right to exhibit in the next conference. No disruption of the conference or any exhibitor's right to conduct business will be tolerated.

#### **ELIGIBLE EXHIBITORS**

All exhibits and related demonstrations and presentations shall serve the interests of AMP members and meeting attendees. AMP reserves the right to determine the eligibility of any company, product, or service for inclusion in the exhibition.

AMP reserves the right to remove or prohibit any exhibit in whole, in part, or any Exhibitor or representatives that in its opinion are not in keeping with the character and purpose of the trade show.

## **EXHIBITOR FEES/PAYMENT SCHEDULE/REFUND POLICY**

### **ADVANCE RATE**

2019 Advance rate applies to booth sold for the Advanced Placement online. Full payment must be received upon reservation of booth space. Credit card payment is required immediately; payment via check must be received within 5 business days or reserved booth will be released. Exhibitors may not occupy assigned space until all monies due to the AMP are paid-in-full.

Inline Booth \$42.00 per s/f Corner Booth \$49.90 per s/f

### **STANDARD RATE**

2019 Standard Rate goes into effect April 26, 2019. Full payment for exhibit space is due upon selecting your booth space in order to reserve exhibit space for AMP 2019. Payment via check must be received within 5 business days or reserved booth will be released.

\*Payments due January 31st for 2019 exhibitors participating in the booth draw opened December 2018.

Inline Booth \$46.20 per s/f Corner Booth \$54.95 per s/f

### **BOOTH CANCELLATION**

Cancellation of exhibit space is required in writing and the following cancellation fees apply. All notifications of exhibit space cancellations or reductions must be received in writing by Exhibit Management.

Cancellations received on or before April 25, 2019, 25% of the total booth cost is retained by AMP. Any company cancelling its booth space from April 26, 2019 through June 25, 2019, 50% of the total booth cost is retained by AMP. Any company cancelling on or after June 26, 2019, will forfeit full exhibit space payment. AMP may cancel exhibitor rooms and room blocks held by a company cancelling booth space.

### **DOWNSIZING BY EXHIBITOR**

An Exhibitor may be required to move to a new location if downsizing of exhibit space is requested. Exhibitors downsizing after June 25, 2019 will be financially liable for the original booth cost contracted.

### **RECONFIGURATION & BOOTH RELOCATION**

Generally, Exhibit Management does not reconfigure the Exhibit Hall but reserves the right to do so. AMP reserves the right to relocate booth space to areas other than that originally assigned. On rare occasions, relocation may occur onsite. Exhibitor will be notified of relocation as soon as possible, as will Annual Meeting attendees. Management strives for, but cannot guarantee booth placement as requested.

## **SUBLETTING OF SPACE**

AMP strictly prohibits the sharing or “co-opting” of exhibit space unless companies share the same parent company or one company is the subsidiary of the other (proof required). Contracted exhibitors shall not assign, sublet, or share any space allocated to them nor advertise or display goods other than those manufactured or sold by them in the regular course of their business. Space assigned to the Exhibitor is for their exclusive use.

## **MERGERS & ACQUISITIONS**

In the event that an exhibiting company merges with, is acquired by, or purchases another exhibiting company, Show Management must be notified in writing of such changes.

## **EXHIBITOR PRIMARY BOOTH CONTACT**

The Exhibitor will be responsible for designating an official authorized agent who will be the primary contact to work with AMP show management. This person will oversee and understand all contract issues, including those relating to registration, payment, housing, badging, materials handling, booth set-up and tear-down, operations and logistics, as well as ordering furniture, signage, utilities, etc. The Exhibitor Primary Booth Contact shall be authorized to enter into service contracts as may be necessary and for which the Exhibitor is responsible. This agent shall receive all official correspondence from AMP and be responsible for communicating all information to appropriate individuals.

## **EXHIBIT STAFF**

Exhibits shall be staffed by technical, qualified individuals who are bona fide company employees or legitimate representatives. Exhibitors must open their exhibit on time each morning and staff it throughout each day until show closing (including the Welcome Reception in the Exhibit Hall on November 7th). Exhibit personnel shall wear professional attire consistent with the conference decorum.

Likewise, any personnel hired by an Exhibitor, such as models, performers, musicians, or entertainers, must be properly attired and not dressed (or undressed) in a lewd, suggestive, offensive or obscene manner. We strongly encourage booth personnel to be registered in advance. Exhibit staff who register on-site will require a government picture ID and proof of employment. The following are the only acceptable proofs of employment: company business card, company ID, written letter on the exhibiting company’s letterhead, or an email from the exhibiting company’s Primary Booth Contact.

No person under 16 years of age will be permitted on the floor during move-in or dismantle.

All personnel who are representatives of the exhibiting company must register as an “Exhibitor”. Exhibitor badges will be allocated on the basis of square footage of the exhibit space: six exhibit hall only badges per 100 square feet (10’ x 10’ space) of exhibit space.

Exhibitors requiring or desiring additional badges for their personnel may obtain extra badges of either type by purchasing them for \$50.00 through the Exhibitor Service Center (ESC) or on-site. There is a \$50.00 fee to generate replacement badges a lost or forgotten badge.

## STANDARD BOOTH EQUIPMENT/BOOTH CONSTRUCTION

The Exhibitors shall have the rights, subject to the provisions herein contained, to arrange their exhibits within the space allotted to them in the manner best suited for displaying and demonstrating the goods manufactured by them. Exhibitors must allow a minimum of 2' in front of presentation and demonstration components inside the booth to accommodate attendees to enter the booth to participate in an activity or watch a demonstration. Attendees should not be forced to stand in the aisle to view exhibitor presentations. No part of an exhibit shall extend outside of the exhibit space boundary. All promotional materials, items, etc. must be contained within the space assigned to the Exhibitors as per the completed agreement and in accordance with the booth construction guidelines of the [International Association of Exhibitions and Events \(www.IAEE.com\)](http://www.IAEE.com). If there is a discrepancy between IAEE and AMP guide lines, the AMP guidelines will be used. To view the full booth construction guidelines and view booth renderings, visit: <https://amp19.amp.org/>.

**INLINE/LINEAR BOOTHS:** 10'x 10' consisting of drape assembled on aluminum stanchions and crossbars; 8' high back drape, 3' high side drape; and 7" x 44" booth identification sign. All other equipment, furnishings or services other than those provided as indicated must be arranged for with the decorator and/or the convention center at the exhibitor's expense.

### Use of Space:

- A. Regardless of the number of Inline Booths utilized, e.g. 10' x 20', 10' x 30', 10' x 40', etc. display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. The maximum height of 8' is allowed only in the rear half of the booth space with a 4' height restriction imposed on all materials in the remaining space forward to the aisle.
- B. All displays, booth elements, signage, and other exhibit materials including floor covering, must be contained within the confines and plane of the booth dimensions. No exhibit may span or extend into an aisle.
- C. Boxes and equipment cannot be stored behind booth space.

**CORNER BOOTH:** an inline booth at the end of a series of inline booths with exposure to intersecting aisles on two sides. Corner booths do not include 36" draped side rails on the open corner(s). To request side drape, please order through the Exhibitor Service Manual, available in August 2019. All other guidelines for inline booths apply.

**ISLAND BOOTHS:** Typically 20' x 20' or larger and exposed to aisles on all four sides. There is no pipe and drape construction provided.

### Use of Space:

- A. Height maximum for booth structure and hanging signs is 20'. The entire cubic content of the space may be used; however, booth structure and/or presentations must not be placed so that attendees must stand in the aisle to observe.
- B. All island booth exhibitors must submit a booth layout drawing, including signage for AMP approval. No later than July 31, 2019. The booth rendering should be a sketch/diagram detailing

the proposed booth space layout and include booth heights and dimensions as well as orientation of the front entrance.

- C. Hanging signs can be hung to a height of 20' to the top of the sign.

**PERIMETER BOOTHS** are booths backed directly to the facility perimeter walls. 10' x 10' consisting of drape assembled on aluminum stanchions and crossbars; 8' high back drape, 3' high side drape; and 7" x 44" booth identification sign. All other equipment, furnishings or services other than those provided as indicated must be arranged for with the decorator and/or the convention center at the exhibitor's expense.

Use of Space:

- A. Regardless of the number of Perimeter Booths utilized, e.g. 10' x 20', 10' x 30', 10' x 40', etc. display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors.
- B. The maximum height of 15' is allowed only in the rear half of the booth space with a 4' height restriction imposed on all materials in the remaining space forward to the aisle.

End-Cap and Peninsula Booth types are not permitted.

## **CARPET**

All exhibitors are required to have carpet or flooring in their booth.

## **MULTI-STORY EXHIBITS**

Please notify AMP show management if your exhibit is more than one level. A multi-storied exhibit requires submission of the architectural approved structural plans to AMP, The Expo Group and

San Antonio Fire Marshal for review. All such plans must bear the stamp of a registered structural engineer and/or certified architect and be accompanied by a letter from the engineer and/or architect stating that the exhibit conforms to the current Baltimore Building Code.

Any covered exhibit space of 100 square feet or more (including tents and canopies) requires a smoke detector and 2A10BC fire extinguisher. Other facility fire regulations may apply. Please check with show management if any portion of your exhibit will be covered.

Nothing shall be posted, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts of the building or furniture. Fees for damages will be charged to the Exhibitor and must be paid before an Exhibitor will be allowed to select space for future AMP shows. The Exhibitor shall not place in the exhibit area any material or equipment whose presence, appearance or operation produces noise, vibration, odor or other irritant that is objectionable to AMP, the Center, or other exhibitors or visitors. Exhibits that defame the products or integrity of another Exhibitor are also prohibited.

## **INSTALLATION & DISMANTLING OF EXHIBITS**

All goods shall be consigned in accordance with instructions in the online Exhibitor Service Manual.

If you know that your booth will require more than your allotted time to set up, a written request to AMP Show Management and The Expo Group is required to coordinate booth materials.

Exhibits are to be set up during assigned times and be completed by 11:30 am on Thursday, November 7, 2019. Exhibit space left empty as of 11:30 am may be resold or reassigned by AMP without obligation on the part of AMP for any refund whatsoever. Exhibits not set-up by 11:30 am will be assigned labor to install or be removed from the hall. Labor expense for booths not installed by this time will be borne by the Exhibitor. AMP is not responsible for any damage to the Exhibitor's product due to set up or removal of the Exhibitor's booth. If an exhibitor's booth has to be "lounched" as a result non-attendance/compliance, there will be an additional \$500 fee.

The Exhibitor will not dismantle their display prior to the stated closing of the show. No exhibit or any part thereof may be removed during the period of such exhibition without the written consent of the AMP. Penalty for early dismantling will be loss of exhibitor priority points for the current exhibit year, and a penalty fee of up to \$2,500. Exhibitors should make travel and staffing arrangements accordingly. Exhibitors shall remove all exhibits and any goods or property brought into the exposition hall and leave said space both clean and free from all rubbish by 12:00 midnight the day of closure of the show.

#### **CHARACTER OF EXHIBIT**

AMP reserves the right to decline an exhibitor permission to conduct, maintain and exhibit if, in the sole judgment of the AMP Show Management, said exhibitor shall in any respect be deemed unsuitable or offensive to other individuals. This reservation includes, but is not limited to, personnel attire and conduct, articles of merchandise, printed matter, souvenirs, catalogs, and any other items, without limitation, which affect the character of the Exhibition or AMP.

#### **ADA COMPLIANCE**

The representatives of each exhibiting company will be responsible for making their exhibits accessible to persons with disabilities as required by the Americans with Disabilities Act. It is understood that AMP will be held harmless by the exhibiting company for the failure of its representatives to comply with the requirements as stated in the Americans with Disabilities Act.

#### **LIABILITY & INSURANCE**

Exhibiting companies agree to indemnify, protect, save and keep AMP forever harmless from any damage or charges or claims imposed due to the following acts or omissions by the exhibiting company, its agents, employees, invitees, persons acting on its behalf, or authorized representatives at any time during the meeting in the Exhibit Hall and all other AMP meeting locations:

Negligent or intentional acts or omissions; Violation of any person's or entity's property rights; Violation of any law or ordinance; and Use and occupancy of the exhibition or official meeting premises or any part thereof.

In addition, the Exhibiting Company agrees to secure and maintain comprehensive commercial general liability insurance with limits not less than \$1,000,000 each occurrence combined single limit for bodily injury and property damage. Insurance will cover the period through the term of this agreement, including move-in and move-out days and will name Association for Molecular Pathology (AMP) as an additional insured party.

Exhibiting Companies with booths measuring taller than 8' MUST submit a certificate of insurance to Exhibit Management no later than 30 days prior to move-in day. All Exhibiting Companies will provide a certificate of insurance upon request by Exhibit Management.

## **SECURITY**

AMP will provide 24-hour guard service in and around the exhibit hall from installation through dismantling and will exercise reasonable care for the protection of Exhibitors' materials and displays. The furnishing of such service is in no case to be understood or interpreted by Exhibitors as a guarantee to them against loss, theft, and/or damage of any kind. AMP or any officer, its agents, staff members, the venue, or the official general service contractor, will not be liable for the safety of the Exhibitors' property, agents, or employees from theft and/or damage by fire, accident, or any other causes. Exhibitors wishing to insure their exhibit materials, goods, and/or wares of exhibits against theft, damage by fire, accident, or loss of any kind must do so at their own expense.

## **EXHIBITOR ASSIGNED CONTRACTORS (EACS)**

Exhibitors wishing to utilize an independent service contractor must submit written notification to Show Management no later than August 15, 2019 with the name of the contractor, address and supervisor in attendance. Independent contractors must submit a certificate of insurance to Show Management and The Expo Group prior to September 15, 2019. Neglecting to do so will result in the contractor being prohibited from setting up. While onsite, EAC's will be required to check-in with show management and receive a wristband to gain access to the Hall during move-in/move-out.

Independent contractors providing services at the AMP 2019 Annual Meeting are subject to the AMP Rules and Regulations and any additional rules imposed by the Convention Center.

## **NON-CONTRACTED EXHIBIT SPACE**

Persons, companies or organizations that have not contracted with AMP to occupy space in the Exhibit Hall will not be permitted to display or demonstrate products, processes, or services, solicit orders, or distribute advertising materials in the official meeting spaces, exhibit areas, parking lots or in any space in an AMP contracted hotels.

## **SOLICITATION**

Soliciting of attendees is NOT permitted in the aisles, at other exhibitors' booths, at the hotels, or in any other area of the meeting and exhibit facility. No distribution of literature or other promotional items at hotel guestrooms, or in any other public or private area of the hotels or convention center is permitted.

## **GIVEAWAYS AND DRAWINGS BOOTH ACTIVITIES**

Exhibiting companies are permitted to distribute promotional materials (giveaways) and other items at their assigned Exhibit Booth location only. All items distributed must be useful to the professional activities of the meeting attendees, have a value of \$10.00 or less per item and be made available to all meeting attendees as long as supplies last. Exhibiting companies wishing to conduct contests or drawings should contact the Show Management by email at [exhibits@amp.org](mailto:exhibits@amp.org) or by phone at 301- 634-7934 for guidelines and permission.

## **BOOTH ACTIVITIES**

Exhibiting companies wishing to conduct activities within their booths should contact the Show Management by email at [exhibits@amp.org](mailto:exhibits@amp.org) or by phone at 301-634-7934 for guidelines and permission.

## **FOOD & BEVERAGE AND BOOTH ACTIVITIES**

Exhibitors are able to offer F&B during the show. Contact Show Management ([exhibits@amp.org](mailto:exhibits@amp.org)) for more information and approval. In addition, the following rules apply:

- The specific request(s) need to be approved by AMP.
- The specific request(s) must adhere to all rules and regulations outlined by the venue.
- All F&B orders and payment will be coordinated with the venue (exclusive provider) directly.
- If serving alcohol, AMP requires having a venue-recommended bartender and security to be present (all at the exhibitors' expense).
- Distribution of F&B should not create a fire hazard or crowd outside of your booth space. Additional rules may apply.
- F&B cannot be directly promoted to meeting attendees other than signage onsite within your booth space.
- F&B should not disrupt neighboring or other exhibitors.
- AMP reserves the right to discontinue F&B service at any time.

## **ANCILLARY & SATELLITE EVENTS**

Exhibiting companies may only hold hospitality or off-site events during non-exhibit and non-meeting program hours with AMP's approval. No Exhibitor events may take place while the Exhibit Hall is open and while meeting programming is held. Entertainment, meetings, or similar activities will not be permitted in hotel rooms or other private or public facilities during hours that conflict with AMP Program or sponsored events. Contracted hotels will not reserve meeting rooms or function space for anyone during the meeting dates without prior approval from AMP. Check the AMP website for additional information on the application and approval process. All Exhibiting Companies hosting ancillary & satellite events must adhere to the policies outlined on the ancillary application, which will be available in the Spring/Summer of 2019.

## **SUITCASING/OUTBOARDING**

Please note that while all meeting attendees and registered guests are invited to visit the Exhibit Hall, any attendee or invited guest who is observed to be soliciting business in the aisles or other public spaces, in another company's booth, or in violation of any portion of the Exhibition Rules & Regulations, will be asked to leave immediately. Additional penalties may be applied. Please report any violations you may observe to Show Management.

Outboarding refers to non-supporting companies who set up exhibits or events at off-site locations, such as hotel hospitality suites or nearby restaurants, and encourages attendees to leave the show floor and spend time with them. For the good of the show and the exhibitors supporting the show, the only legitimate place to conduct business during show hours is within a contracted exhibit space on the show floor. Only official Exhibitors and sponsors are allowed to conduct other hospitality events during non-show hours. All violations will be directed to the AMP Board for penalties and sanctions against the



violating company. Exhibiting companies are encouraged to protect their investment and report any violations to Show Management.

### **AUDIO RESTRICTIONS/MUSIC LICENSING**

AMP is a professional show. In general, Exhibitors may use sound equipment in their booths so long as the noise level does not disrupt the activities of neighboring exhibitors. Speakers and other sound devices should be positioned so as to direct sound into the booth rather than into the aisle. Sound and noise should not exceed 85 decibels. The noise level and content of exhibits will be monitored by AMP staff. Profanity of any sort is not permitted as part of displays, simulators, video or presentations. Failure to comply with these regulations may result in the loss of ability to display audio features in the violating booth or expulsion from the show.

- A. Exhibitor should be aware that music played in their booths, whether live or recorded, may be subject to laws governing the use of copyrighted compositions. ASCAP, BMI and SESAC are three authorized licensing organizations that collect copyright fees on behalf of composers and publishers of music.
- B. Exhibitor will defend, indemnify and hold harmless AMP against any claim or suit for copyright infringement or violation of intellectual property rights (e.g. trademark) that arises from Exhibitor's violation of copyright or intellectual property law.

### **PHOTOGRAPHY/VIDEOTAPING/AUDIOTAPING**

Only the official photographer and audiovisual vendor for the AMP Annual Meeting may take photographs, videotapes, or audio tapes of and in the exhibit hall. Exhibitors may photograph or videotape from the confines of their own booth during non-exhibit hours. Photographing or recording any exhibit or presentation other than one's own is strictly prohibited. Also prohibited is the photographing/recording slides of oral presentations and posters without the express permission of the presenter/author.

### **LIGHTING**

All island booths may utilize special lighting. Lighting must be directly over or in the exhibitor's booth (including gobos) and may not extend into the aisles or neighboring booths. Exhibitor lighting cannot affect other exhibitors or aisles. The use of special lighting effects, such as strobes, flashers, etc., is prohibited unless lighting features are expressly the product(s) on display. Overhead lighting may be dimmed or turned off at the exhibitor's expense with onsite approval from AMP. Requests may be made onsite at the Exhibitor Service Desk. It is the responsibility of the exhibiting company's contact person to notify their contractors and agents of the height restrictions for hanging signs and lighting.

### **VEHICLES IN THE EXHIBIT HALL**

All requests to have a vehicle on the exhibit floor must be approved before the booth space is assigned. The exhibiting company must conform to all convention center rules for vehicles, which may include, but are not limited to the following: full disconnection of the battery, limit the amount and types of fuel in the vehicle, and may require fire watch personnel.

Special move-in and move-out arrangements must be made in advance. Contact AMP for details.

#### **ELECTRICAL SAFETY**

All wiring on booths or display fixtures within an exhibitor's booth must meet underwriter's rules and standard fire department inspection applicable under all appropriate state, county, city and venue electrical and fire codes and regulations. This applies to construction not pre-wired equipment.

#### **FIRE REGULATIONS**

All materials used in the exhibit hall must be flameproof and fire resistant in order to conform to local fire ordinances. Corrugated paper, flameproof or otherwise, will not be permitted. All aisles and exhibits must be kept clear at all times, and fire stations and fire extinguishers must not be covered or obstructed. To minimize fire hazard, no storage of any kind will be permitted behind an exhibit booth.

#### **SALE OF GOODS**

The sale of goods or services of any kind in the Exhibit Hall in connection with the Annual Meeting is prohibited. Order taking is permitted.

#### **USE OF AMP LOGO**

The AMP logo may not be used by entities or organizations other than AMP. AMP will provide an approved logo to all exhibitors to use in advertising their presence at the show.

#### **OFFICIAL NAME, DATES, LOCATION & TAG OF EVENT**

The official name of the event is the AMP 2019 Annual Meeting and Expo or AMP 2019 for short. The meeting and exhibit dates are November 7-9, 2019. The location is the Baltimore Convention Center in Baltimore, MD. The hashtag is #AMP2019. Exhibitors should adhere to this terminology.

#### **CANCELLATION OF EXHIBITION**

Neither AMP, San Antonio Convention Center, their employees, nor their agents shall have any liability or obligation to the Exhibitor for cancellation or deferral of the Meeting. In the event that the premises in which the exhibition is to be held are destroyed or damaged by fire or the elements or any other cause, so that the exhibition cannot be held, the Exhibitor shall have no cause of action or claim for damages or compensation against AMP except for the return of any amount previously paid, and in such an event, this agreement shall be terminated.

#### **LIABILITY**

AMP shall not in any manner or for any cause be liable or responsible to any exhibitor or any other person for any injury or damage to any person, business or property in any way related to or arising in connection with the exhibition; even if it is alleged or proved that such injury or damage was caused by the active or passive negligence of AMP; any and all claims for such injuries or damages are hereby waived and each Exhibitor agrees to defend, indemnify and hold harmless the AMP and its directors, officers, employees and agents (the "Indemnified Parties") against any and all claims, liabilities, losses and expenses, including reasonable attorney's fees, imposed on, incurred by or asserted against the indemnified parties caused by any act or omission of that exhibitor, or occurring within the exhibit space leased by that exhibitor or arising in connection with the activities conducted by that exhibitor in

connection with the exhibition. Without limiting the generality of the foregoing, the Exhibitor agrees to defend, indemnify and hold harmless AMP to the same extent, and on the same terms, that AMP is required to indemnify the Convention Center. Notwithstanding the foregoing, nothing in this Clause shall be read to claim that AMP is attempting to indemnify itself from its own fraud, willful injury to the person or property of another or a willful or negligent violation of law.

The Exhibitor acknowledges that AMP and the Convention Center do not maintain insurance covering the Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain business interruption and property damage insurance covering such losses by the Exhibitor.

#### **AMENDMENT OF RULES/OTHER**

AMP reserves the right to make changes, amendments and additions to the rules at any time, and all changes, amendments and additions so made shall be binding on the Exhibitor with the provision that all exhibitors will be advised of any such changes.

All matters and questions not specifically covered by these rules and regulations and the Exhibitor Agreement are subject to the decision of the AMP show management, whose decisions will be final.

#### **PRIORITY POINT SYSTEM**

The priority point system is utilized by AMP to allow exhibitors the opportunity to select their booth space based on the greatest number of points. Points are accumulated based on relevant activity over the prior three years.

#### **EARNING PRIORITY POINTS EXHIBITS:**

2 points for each 10' x 10' space

#### **CORPORATE PARTNERSHIPS:**

Diamond Level Partners earn 2,000 points per year of Partnership

Platinum Level Partners earn 1,500 points per year of Partnership

Gold Level Partners earn 1,200 points per year of Partnership

Silver Level Partners earn 500 points per year of Partnership

#### **SPONSORSHIPS (including program book ads):**

2 points for every \$5,000 of support

#### **AWARDS SUPPORT:**

2 point for each \$2,500 of support

#### **CORPORATE WORKSHOPS:**

1 point for each workshop hosted

#### **THE FOLLOWING DO NOT CONTRIBUTE TOWARDS PRIORITY POINTS:**

- Advertisements in *The Journal of Molecular Diagnostics (JMD)*

- Rental of the AMP Member mailing list
- Rental of the AMP Annual Meeting pre-registrant mailing list
- Inserts in the AMP Annual Meeting attendee bag
- Any other items not noted above as determined by AMP

#### **LOSING PRIORITY POINTS**

- Exhibiting companies that do not adhere to the AMP Exhibitor Rules and Regulations will lose all or a portion of their priority points as determined by AMP on a case-by-case basis.
- Points will be forfeited entirely after missing three consecutive years of exhibiting.
- Returning companies that have not exhibited for three or more years will begin with a point balance of zero.
- Points will be reduced by 50% after missing two years of exhibiting.
- Cancellation of exhibit space and/or any item of point value will result in loss of related points.

#### **ADDITIONAL INFORMATION:**

- New exhibitors will begin with a point balance of zero.
- In the case of a tie, the companies will be assigned space according to the date of contract and payment received by AMP.
- If the dates are the same for the tied companies, a drawing will take place to determine the winner.
- In the case of a merger or acquisition, newly formed company will retain the highest point value of the merged or acquired companies (not a sum of the values).
- Scenarios not noted above will be addressed and resolved solely at the discretion of AMP.
- Failure to adhere to the AMP 2019 Annual Meeting & Expo Exhibitor Rules and Regulations will result in loss of Priority Points as determined by AMP. These Rules and Regulations are updated regularly.

Visit <https://amp19.amp.org> to view the current floorplan.