

The World of Aromatherapy VIII:

Beyond Aromatics -

Ancient Wisdom to Modern Science

University of Utah Conference Center & Botanical Garden

October 20-23, 2016



Building Strength through Community and Education!

EXHIBITOR INFORMATION

Conference web site: www.nahaconference.com

The National Association for Holistic Aromatherapy
www.naha.org

Exhibit at NAHA's World of Aromatherapy VIII Conference and Beyond Aromatics Wellness Show

This is an exceptional opportunity to promote your products and services to the aromatherapy and holistic healthcare community.

Benefits of Exhibiting:

- Develop new customers
- Maintain proactive relationships with existing customers
- Recruit new students
- Demonstrate products and services
- Increase name recognition
- Listing in Exhibit Directory
- Free link to your web site from NAHA official Conference website
- Additional sponsorship opportunities to boost marketing coverage and sales
- Free 1/4 page ad in Conference Proceedings

EXHIBITOR SCHEDULE

October 19, 2016 (Wednesday)

Set up 6:00 pm - 9:00 pm

October 20, 2016 (Thursday)

Set up 7:00 am to 8:00 am

Exhibits open 8:00 am to 8:30 pm

October 21, 2016 (Friday)

Exhibits open 8:00 am to 5:00 pm

October 22, 2016 (Saturday)

Exhibits open 8:00 am to 8:30 pm

October 23, 2016 (Sunday)

Exhibits open 8:00 am to 6:30 pm

Exhibitor Booths

The rental fee per exhibit space is \$450 for NAHA members or \$550 for Non-members. Sponsors are given priority space.

Exhibit fees include:

- All exhibit spaces include a 6 foot covered table, two chairs, power and wifi.
- A 100 word product/service description on the website and in conference proceedings.
- 1/4 page ad in the conference proceedings (need to submit by May 1, 2016)

Conference Exhibitor Application

CONTACT INFORMATION

Company name: (as you would like it to appear on promotional material)

Company website: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Contact name: _____

Title: _____

EXHIBITOR CATEGORY

- 1 table \$450. NAHA member
- 1 table \$550. Non-NAHA member

ATTENDANCE INFORMATION

- Yes, we will be attending.
- I would like to purchase a pass to the conference at the discounted rate of \$350.00 (meal ticket included).
- Additional staff passes needed @ \$350.00 each: _____

ADDITIONAL ITEMS TO BE SUBMITTED:

- Logo (at least 600 dpi, must be jpeg or pdf file)
- Conference proceedings ad (need to submit no later than May 1st, 2016) *All booths come with a 1/4 page ad in the conference proceedings.
- Company Description (75 words or less)

PAYMENT INFORMATION

Name*: _____
(*If using a credit card, please put name as it appears on credit card.)

Billing address (if different from address above):

City: _____ State: _____ Zip: _____

Telephone: _____

Payment:

Credit card #: _____ exp. _____

sec. code: _____

Check will be mailed.

Check is enclosed.

Agreement:

I, the undersigned, as authorized agent of the above named company, agree to adhere to the specified terms and conditions of this contract. I acknowledge that NAHA reserves the right to approve or disapprove this exhibitor application. I understand that should my application be denied, that all fees shall be refunded.

Exhibitor Signature: _____ Date: _____

Print Name: _____ Title: _____

Please submit your packet by e-mail to: info@naha.org

or by mail to:

NAHA

PO Box 27871

Raleigh, NC 27611-7871

Conference web site: www.nahaconference.com

Terms and Conditions

Payment: Payment is due in full upon application submission. Space will be allocated on a first come first serve basis with Gold leaf, Silver leaf and Bronze leaf sponsors being priority. The tradeshow's exhibition will take place in the University Guest House lobby, the Alpine, Bonneville and City Creek Rooms. The rooms will be locked at night. The lobby cannot be locked, so exhibitors located in the lobby should take valuables with them at night. NAHA and the University Guest House shall not be responsible for the loss of theft of exhibitor property.

Cancellation: Deposits for space are non-refundable after allocation of space by NAHA. If Exhibitor cancels this agreement in writing prior to sixty (60) days before Exhibitor move-in date, Exhibitor will be entitled to a 75% refund of exhibitor fees paid, if Exhibitor cancels booth space within sixty (60) days prior to the opening date of the show the Exhibitor will NOT receive any refund.

Cancellation by NAHA: NAHA may cancel this contract without liability if, for reasons beyond the control of NAHA, NAHA is unable to comply with the terms of the Contract or hold the Meeting as scheduled. In the event of cancellation by NAHA, Exhibitor shall be entitled to a refund of all Exhibitor fees paid.

Restrictions, Rejections and Penalties: NAHA reserves the right to prohibit the display of any article that, in its opinion, is not in keeping with the nature and character of the Show or not in harmony with the other exhibits. NAHA reserves the right in its sole discretion to provide the best atmosphere for conducting business to restrict, reject, prohibit or eject any exhibit, in whole or in part, which because of noise, safety hazards, or other prudent reasons becomes objectionable. If Exhibitor is ejected from the Show for violation of these rules and regulations, no return of space rental fee shall be made.

Exhibit Restrictions: All display structures and materials must be placed within the confines of your rented exhibit space. Exhibitors must take caution not to impair the line-of-sight of adjacent booths. Any sound or music must be at a level that does not interfere with adjacent exhibit spaces. Banners must be free standing or attached to the table. Banners may be hung on walls ONLY if they can be affixed with painter's tape. NAHA reserves the right to make the final determination about any necessary adjustment to correct infractions. The exhibitor will be responsible for any costs incurred for these adjustments.

No alcohol may be served from exhibit booths.

NAHA reserves the right to reject or terminate exhibit privileges of any exhibitor due to conduct of personnel, method of operation or materials deemed by NAHA to be objectionable or detrimental to the show.

Sharing of Exhibit Space: Exhibitors may not share, sublet or lease exhibit space to another entity.

Schedule: The exhibitor agrees to adhere to the published Expo Hall schedule and to any variations in the schedule that may be required during the event at NAHA's sole discretion.

Private Functions & Classes: Sponsors, exhibitors, and speakers shall not schedule private functions, cocktail receptions, special events, hospitality functions, classes, or lectures that conflict or compete with any part of the NAHA conference in any way.

Marketing Materials Distribution: Mass distribution of invitations, handbills, stickers, etc. outside of your booth or table space either by hired staff or your own personnel is strictly prohibited.

Compliance with Laws and ADA: All exhibitors must comply with all federal, state and local laws and rules and regulations of the event facility. Exhibitors must ensure that all exhibits and information comply with the regulations and guidelines of the Americans with Disabilities Act.

Copyright: Exhibitors are responsible for all applicable ASCAP/BMI music licensing fees and for obtaining licenses required for any video, software or other licensed items and agree to indemnify NAHA if the exhibitor fails to obtain requisite licenses.

Liability: Exhibiting companies hereby release, relinquish, discharge and agree to indemnify, protect and hold harmless NAHA and its agents for any and all claims, demands, liabilities, costs and expense for injury, including death to persons, and any loss of or damage to property caused by or happening in connection with the use of or enjoyment by the exhibiting company, its management, personnel, guests or visitors of the hotel facilities or equipment.

Exhibitor shall be fully responsible to pay for any and all damages to property owned by the event hotel which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless the event facility, its subsidiaries, affiliates & their directors, officers and employees, from any damages or charges resulting from Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from, out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of the Exhibitor's occupancy and use of the exhibition premises, the event hotel or any part thereof.

Insurance: Exhibiting companies are responsible for insuring their own displays/materials/personnel and associated equipment. Neither NAHA, its representatives, nor event facility, its subsidiaries, affiliates & their directors, officers and employees, may be held responsible for damage to or loss/destruction of displays/materials. All claims for any such loss, damage or personal injury are hereby waived by the exhibiting companies.

Violation of Rules: Any violations of this contract will, at NAHA's option, constitute cause to terminate the contract, remove the exhibitor from the show and require exhibitor to forfeit all fees paid to NAHA.

Please submit your packet by e-mail to: info@naha.org
or by mail to: NAHA, PO Box 27871, Raleigh, NC 27611-7871

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