

# NCP S

NORTHERN CALIFORNIA  
PSYCHIATRIC SOCIETY

## 64th Annual Meeting & Scientific Program



# Exhibitor Prospectus

**March 14-16, 2025**

**Hyatt Regency Sonoma Wine Country**



# Exhibitor/Sponsor Agreement

Please return the form completed and signed to the Northern California Psychiatric Society together with your check made payable to NCPS or complete the credit card information below. The **NCPS Federal Tax ID is #94-6079052**. Since space is limited, your participation is not guaranteed until payment or purchase order is received and will be allocated on a first come, first served basis.

Deadline to submit completed form and payment is **February 21, 2025**.

<input type="checkbox"/>	<p><b>Early Bird - Exhibitor Booth</b> Includes two (2) Comp'd Reps, one (1) 6' table, two (2) chairs, and recognition in our marketing materials and event signage. Space may be limited to room capacity. <i>*Early Bird Registration pricing ends December 5, 2024.</i></p>	\$2,750
<input type="checkbox"/>	<p><b>Regular - Exhibitor Booth</b> Includes two (2) Comp'd Reps, one (1) 6' table, two (2) chairs, and recognition in our marketing materials and event signage. Space may be limited to room capacity. <i>*Regular Registration pricing begins December 6, 2024.</i></p>	\$3,250

## EXHIBITOR/SPONSOR INFORMATION

COMPANY NAME \_\_\_\_\_ PHONE \_\_\_\_\_

PRIMARY CONTACT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

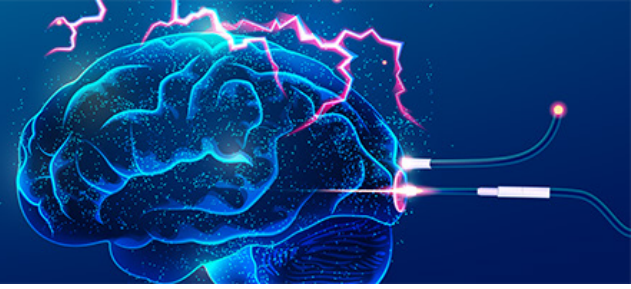
REPRESENTATIVE NAME (*exhibit staff*) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

REPRESENTATIVE NAME (*exhibit staff*) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

**ELECTRICAL REQUIREMENTS:** Please indicate if you require electricity at your booth. A fee may be associated with this request and we will contact you with more information.  YES  NO



### **Exhibit Information**

- Exhibit staff must be employees of the exhibitor company, or directly hired by the exhibitor as company representatives for this event.
- Exhibitors must comply with conference and location management rules and regulations.
- Amplified sound systems will not be permitted.
- Animals will not be allowed in the exhibit area.
- Each exhibitor is responsible to the service contractor and/or facility.
- Arrangements and payment for any A/V or electrical needs of exhibitor to be handled directly with hotel.

### **Terms and Conditions**

**1. Exhibitor/partnership fees:** 100% of the exhibitor fees (and any additional partnership fees) are due and payable in full no later than February 21, 2025 for inclusion in printed materials. All Exhibitor and/or partnership fees paid are non-refundable without exception. If the Exhibitor fails to make any payment described in this Agreement on or before the due date, the Exhibitor's right to participate may be cancelled without further notice and without refund of monies paid. In the event of cancellation by the exhibitor on or after the date of execution of contract, the exhibitor will be obligated for 100% of the contracted fees, plus any legal fees (including attorney's fees) resulting from collection efforts.

**2. Exhibit hours:** The NCPS will establish exhibition hours and reserves the right to make schedule changes, as it deems appropriate. Exhibition hours will be determined based on the conference program schedule.

**3. Installation and dismantling:** Exhibit space is assigned by exhibitor level on a first-come, first-served basis. The Exhibitor expressly agrees that in the event that the Exhibitor fails to install products in its assigned space or fails to remit payment for required space rental at times specified. The NCPS shall have the right to take possession of said space and lease same to parties and upon such terms and conditions it may deem proper. In addition, the Exhibitor may not dismantle the display until the exhibition is finally closed to the public, at the date and time so indicated by The NCPS.

**4. Use of exhibition space:** The Exhibitor shall not assign to a third party its rights to the exhibition space or any portion thereof without the prior written consent of The NCPS, which The NCPS may grant or withhold at its sole discretion. Any firm or organization that is not assigned exhibit space will not be permitted to solicit business within the exhibit area.

**5. Indemnity and limitation of liability:** The NCPS, nor any of their contractors or affiliated organizations, their officers, agents, employees, facilities, other representatives, or assigns shall be held liable for, and they are hereby released from, any damage, loss, harm, or injury to the person or property of the Exhibitor or any of its visitors, officers, agents, employees, or other representatives, resulting from theft, fire, earthquake, water, unavailability of the exhibition facility or intermediate staging facilities (including any damage, loss, harm, or injury in connection with the Conference, exhibits, or staging), accident, or any other cause, except to the extent caused by the negligent acts or omissions of The NCPS or any of its or their employees or contractors. The Exhibitor shall indemnify, defend, and protect The NCPS and hold The NCPS harmless from any and all claims, demands, suits, liability damages, losses, costs, attorneys' fees, and expenses that might result or arise due to negligence on the part of the Exhibitor, its officers, agents, employees, or representatives. The AMP and the hotel shall not be responsible for the security of Exhibitor's equipment or its proprietary software or hardware information. This limitation of liability applies to equipment for use in the exhibit area, general session, conference sessions, and any other conference rooms or facilities. It is the responsibility of the Exhibitor to maintain proper insurance coverage for its property and liability.

**6. Exhibitor Signage requirements:** All 1) Medical devices of any type, including those designed for the treatment of pain AND 2) Pharmaceutical exhibitors are required to display signage disclosing whether or not they are FDA registered in the NCPS Annual Meeting Exhibit Hall. Exhibitors who fail to have required signage will forfeit their right to exhibit at the event.

**7. Observance of laws:** Exhibitors shall abide by and observe all laws, rules and regulations, and ordinances of any applicable government authority and all rules of the Venue.



**8. Cancellation or termination by the NCPS:** Cancellation or termination by The NCPS: If, because of war, fire, strike, hotel construction or renovation project, government regulation, public catastrophe, Act of God, or the public enemy, the conference or any part thereof is prevented from being held or is canceled by The NCPS, or the space becomes unavailable, The NCPS in its sole discretion shall determine and refund to the Exhibitor its proportionate share of the balance of the aggregate display fees received that remains after deducting expenses incurred by The NCPS and reasonable compensation to The NCPS. In no case shall the amount of the refund to the Exhibitor exceed the amount of the fee paid. The NCPS reserves the right to change or cancel any portion of the exhibit schedule, as it deems necessary and appropriate. All changes and/or cancellations will be communicated to Exhibitors in writing.

**9. Governing Law:** All terms and conditions in this Agreement are subject to and governed by the laws of the state of California. Any legal action arising under this Agreement will be brought exclusively in the federal or state courts located in the Northern District of California and Exhibitor and the NCPS consent to personal jurisdiction and venue in such courts.

**10. Meetings and entertainment:** All activities marketed to attendees of the conference must be coordinated and approved by The NCPS. No educational, social, hospitality, or other type of meeting or event may be held during any session or activity appearing on the schedule of events. Any other social functions must be scheduled at a time or place where they will not interfere with any activities scheduled by The NCPS or with the conference itself.

**11. Exhibitor conduct:** All Exhibitor company staff members must conduct themselves in a professional manner according to The NCPS and hotel guidelines. Acceptable conduct would include but not be limited to the following:

1. Exhibitor Company representatives should conduct all marketing and demo activity via emphasis on positive aspects of their own products and services and should refrain from making negative statements about other Exhibitors and partners, or about their products and services.
2. All show floor staff should be attired in a manner consistent for the event. No exhibit space should be left unattended during show hours - i.e. all show floor staff should be present in each company area during all hours that the show floor is open to attendees.

# Exhibitor/Sponsor Agreement

NAME & TITLE OF AUTHORIZED REP. \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE OF AUTHORIZED REP. \_\_\_\_\_ EMAIL \_\_\_\_\_

Please select your preferred payment method:

NAME \_\_\_\_\_ COMPANY \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

CHECK # \_\_\_\_\_ (Payable to "NCPS")     VISA     MasterCard     American Express

CARD NUMBER \_\_\_\_\_

EXPIRATION DATE \_\_\_\_\_ CVV \_\_\_\_\_

SIGNATURE \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

You may email or mail this completed form and payment to NCPS | 77 Van Ness, Suite 101, #2022, San Francisco, CA 94102

Questions? Call: (415) 334-2418 or email: [info@ncps.org](mailto:info@ncps.org)