

Vendor Registration Information

Interior Region EMS Symposium 2019

March 29 and 30, 2019
Wedgewood Resort, Fairbanks, Alaska

Please plan to be in Fairbanks on March 29th and 30th for the IREMSC Symposium 2019. Once again Fairbanks will become an even more exciting place to be when the symposium opens. Don't miss this opportunity to exhibit your supplies to EMTs, Firefighters, Paramedics, EMS Educators and other healthcare professionals at our annual EMS Symposium.

Outstanding educational programming, marketing and networking opportunities are hallmarks of this conference and contribute to its continued success. In the past, it has been attended by more than 100 people and we expect another great turnout this year. Please take the time to review the information in this exhibitor prospectus; then join us at what promises to be the best symposium yet.

Special room rates of \$70/night (plus tax) are available at the *Wedgewood Resort*. Reservations can be made by calling 1-800-528-4916 and using group code IEMS319. Please make reservations by March 15, 2019 to receive the special rate.

We sincerely hope you will be able to attend our conference. If you are unable to attend, we offer several sponsorship/advertising options. You can sponsor refreshments provided during breaks, donate a door prize or submit materials to be included in our registration packet. The packet inserts must be received by March 1, 2019 and may include brochures, pamphlets, pad, pencils/pens etc. There is a \$75 fee to use this packet insert option. Drawings for door prizes are held daily during breaks: winners and sponsors are posted in the exhibition room.

Please make sure to register by March 1, 2019 to ensure you make the printing deadline. Registration information is available on our website. Your support of Alaska's EMS system is appreciated and we look forward to seeing you at the Symposium.

Sincerely,

Jessica Harding
Training Assistant
Phone: (907) 456-3978
Fax: (907) 456-3970
E-mail: resources@interioremscouncil.org
www.iremsc.org

Vendor registration fee is \$275.00. Included in the Vendor registration:

- Two Vendor Information Packets
- Listing in our conference program
(Must be registered by 3/1/19)
- One 8' Table
- Two chairs

Vendor Registration Form

Interior Region EMS Symposium 2019

March 29 and 30, 2019
Wedgewood Resort, Fairbanks, Alaska

For vendor information: Call 907-456-3978
Symposium website: www.iremasc.org

If paying by credit card, you may fax your completed registration to: **907-456-3970**

(Information used for name badge and printed program *please* type or print)

Company Name _____

Contact Person _____

Address _____ City _____ State _____ Zip _____

Phone _____ Fax _____

Contact person's e-mail address _____

Type of business products _____

Last Name	First Name	Title
Two representatives per vendor space are included in the registration fee.		
1. _____	_____	_____
2. _____	_____	_____

	8-ft Table	
<i>Check box</i>	<i>Regular</i>	<i>Late</i>
<input type="checkbox"/> One table	\$275.00	\$325.00
<input type="checkbox"/> Two tables.....	\$400.00	\$450.00
<input type="checkbox"/> We will provide packet materials	\$75.00	
<input type="checkbox"/> <i>Thank you, but we will not attend</i>	<u>Accessories needed:</u>	
<input type="checkbox"/> <i>Please keep us on the mailing list</i>	___ Electric plug	
<input type="checkbox"/> <i>Please remove us from the mailing list.</i>	___ Projector/laptop	
<i>(Please fill in company name below.)</i>	___ Other	

Regular if received before or on 3/1/19
Late if received on or after 3/2/19
Packet materials due by 3/2/19

Make check payable to:
Interior Region EMS Council
Mail to:
Interior Region EMS Council
2503 18th Avenue
Fairbanks, AK 99709

If paying by credit card, you may fax your completed registration to:
907-456-3970

Office Use Only

Date Rec'd. _____

Type of Pmt. _____
(if check write #)

Amt. Rec'd. _____

Invoice # _____

MC Visa

Credit Card No: _____

Card Holder: _____

Card Exp.: _____ CVC Code (3 or 4 digit code on back of card): _____

Signature of Card Holder _____

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- One 8-ft table
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CONFERENCE HOTEL

Wedgewood Resort.....\$70.00*

Mention Group Code: IEMS318

1-800-528-4916

*does not include taxes (Rates are current as of printing date.)

Vendor Hall Schedule

Friday, March 29

Move in and Set Up

7:00 am to 8:00 am

Vendors open

8:00 am-4:40 pm

Saturday, March 30

Vendor open

8:00am-4:30pm

Vendor Tear down

4:30pm—5:00pm

An Exceptional Opportunity

- If you would like your logo or an ad to be used in your listing in the conference program, please include camera ready artwork or copy (word, jpg, MS Publisher, or PDF). You may also email your artwork to us at resources@interioremscouncil.org.
- The space designated for each vendor will be 4' x 8'.
- All refreshment breaks, lunches and prize drawings are held in the vendor room to ensure maximum visibility to attendees. Vendors are strongly encouraged to remain set up until after the afternoon break on Saturday.
- Please note, vendors wishing to attend symposium for continuing education credits (CE's) must pay the registration fee which applies to the type of CE's being sought.

Rules & Regulations

1. Assignment of Booth Space: IREMSC reserves the right to preferential space selection. IREMSC reserves the right to alter locations of booths as shown on the official floor plan.
2. Vendors wishing to avoid assignment of space adjacent to that of a particular company should indicate so on their registration form to exhibit.
3. Limitation of Liability:
Indemnification- The vendor, for itself, its successors and assigns, hereby release IREMSC from any and all claims of every sort it may have against IREMSC based upon, arising out of, or in connection with vendor's occupancy and use of the trade show premises, or any action or inaction of nature of IREMSC in connection with or related to the trade show, including, but not limited to loss, theft, damage, destruction, or delay or non-delivery of goods, display material and other effect; any injury to vendor, its employees, agents, representative or guests while on the trade show premises; any damage to vendor's business by reason of failure to provide space for the exhibit or removal of exhibit; and failure to hold the trade show as scheduled. Vendor agrees to indemnify and hold forever harmless IREMSC from any and all damage, loss, liability, claim, or expense (including legal fees) based upon, arising out of or in connection with (1) the violation of any law or ordinance by the vendor, its employees, agents, representatives, guest, or other holding under the vendor; (2) failure by vendor or any such persons to comply with all applicable terms and conditions contained in these rules, or in the agreement between the meeting facility and IREMSC regarding the trade show.
4. All fire, safety and building regulations must be strictly adhered to.
5. Security - High security items must be protected by the vendor.
6. Damage to Property - No items may be posted on, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Any cost incurred in protecting the building, equipment, or furniture from damage will be at the expense of the vendor. Vendors are liable for any damage caused to the building, floors, walls, columns, and standard booth equipment or to other vendor's property. Paint, lacquer, adhesives, or any other coating may not be applied to building floors, or to the standard booth
7. Decorations - IREMSC retains absolute discretion and authority in the appearance of all trade show displays. No liability shall be attached to IREMSC for costs that a vendor may incur in complying with such conference objectives.
8. Rejected Displays - IREMSC reserves the right to reject, eject, or prohibit any exhibit in whole or part, or any vendor or his/her representatives, with or without giving cause. If cause is not given, liability shall not exceed the return to the vendor of the amount of rental unearned at the time of the ejection. If an exhibit or a vendor is ejected for violation of these rules or for any other stated reasons, no return of rental shall be made.
9. Right to Privacy - This is an 'open' trade show. Vendors are permitted to visit other displays, however vendors are expected to conduct themselves in a courteous manner and respect the rights of fellow vendors. Permission of the vendor is expected before handling display samples, picking up literature or taking photographs.
10. Taxes - Vendors will pay or reimburse IREMSC if IREMSC has to pay any or all taxes resulting from the vendors rental or occupancy or vendor space, display of merchandise, taking of orders, or related trade show activities, no matter how the taxes are designed or levied.
11. Vendors are responsible for the removal of all materials at the conclusion of the show. Material left on the exhibit floor after 5:00 PM on Saturday, March 30, 2019 will be considered trash and will not be stored.
12. Subletting of Space - Vendors may not assign, sublet or apportion the whole or any part of the space allotted to them to others. Advertisement or display of goods and services other than those manufactured or sold by the assigned vendor is not permitted.
13. Audiovisual Components of Exhibits - Audiovisual equipment is acceptable as part of the display. Sound equipment must be regulated so as not to disturb neighboring vendors. Equipment is not permitted that obstructs aisles or interferes with access to other exhibits. IREMSC reserves the right to determine when sound levels from audiovisual or sound equipment interferes with others or becomes unacceptable. In such cases, sound levels will be reduced or the equipment will be removed at the vendor's expense.
14. Vendors Fee-The standard fee will apply to all vendors except that of any government funded agency or educational facility whose table represents EMS related or injury prevention programs; these agencies will be charged a reduced rate of one half the stated vendor fee.
15. CME Policy- In exchange for their vendor fees the vendors will receive: a listing in our conference program, 2 vendor packets, one 8-ft table and two chairs. Vendors wishing to attend symposium for continuing education credits (CE's) must pay the registration fee which applies to the type of CE's being sought.
16. Space Assignment- In limited space cases, the vendors that have registered and paid their vendors fees will receive their booths first. Space assignments will be first paid/first served with special considerations for returning vendors. Full fee vendors will be given priority over reduced fee vendors. If there isn't enough room for all vendors in the designated vendors rooms, space in those rooms will be assigned according to the above priorities and some vendors may be assigned space outside that area.
17. Cancellation Policy - If space is cancelled before March 1, 2019 a 17% administration fee can be charged. For cancellations after that time, the IREMSC reserves the right to charge the entire vendor fee.