

FLORIDA CHAPTER AMERICAN ASSOCIATION OF PHYSICISTS IN MEDICINE

Phillip W Patton, PhD
Secretary

1414 Kuhl Ave MP 133,
Orlando, Florida 32806

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phillip.patton@orlandohealth.com

December 27, 2017

Dear AAPM Preferred Vendor,

The 2018 Spring Meeting of the Florida Chapter of the American Association of Physicists in Medicine will be held at the Sheraton Lake Buena Vista Resort. The address of the hotel is 12205 S Apopka Vineland Road Orlando Florida 32836. We have reserved rooms from Wednesday February 21st through Saturday February 24th, 2018. There will be a full day of presentation on Friday and a half day on Saturday.

Join your fellow FLAAPM members for food and drinks at the Thursday night reception and the Friday Night Night-In.

VENUE: Sheraton Lake Buena Vista Resort

12205 S. Apopka Vineland Road

Orlando, FL 32836

407-239-0444

[Hotel Registration Page](#)

Reservations at the group rate (\$179 per night plus Taxes) must be made by January 31, 2018. Please mention group Florida AAPM if registering over the phone.

You must register for the event at [Florida AAPM](#)

There is the opportunity for sponsoring a meal or break, as well as the Thursday night social event or The Friday Night Out. Space will be limited, so please don't delay your registration. Thank you for all of your support to our chapter, and I look forward to seeing all of you at the meeting,

Phillip W Patton, PhD CHP DABR DABSNM
Florida AAPM Chapter Secretary

Enclosures: Meeting Registration
Exhibit Rules and Regulations (can also be found on the website).

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FALL 2018 FLAAPM CHAPTER MEETING VENDOR REGISTRATION INFORMATION

All Registration must be completed on the Florida AAPM Website. Payment can be electronic or via check.

Make checks payable to: FL-AAPM

Mail to Kyle R. Padgett
6422 SW 55th Place
Davie, Florida 33314

Exhibit Fee \$900 Per table (2 reps)

(Prior to January 31, 2018)

Exhibit Fee \$1000 Per table (2 reps)

(After January 31, 2018)

Additional reps \$125 Per rep

Number of Vegetarian Meals

SPONSORSHIP

(If you are interested in being an event sponsor please email: phillip.patton@orlandohealth.com, or call 702-336-3004)

	Thursday social	\$1500
	Friday breakfast	\$ 750
	Friday a.m. break	\$ 500
	Friday lunch	\$1000
	Friday p.m. break	\$ 500
	Friday Night In	\$1500
	Saturday Breakfast	\$ 750
	Saturday a.m. break	\$ 500
	Student Awards	\$ 500
	Audio/Visual	\$ 500

Vendor sponsors for each break will be given a 5 min presentation during that break and sponsors for meals will be given a 15 min presentation during that meal. These will take place in the vendor area where the members will be served breaks/meals. You can choose any of the following during your registration.

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Exhibit Rules and Regulations

Purpose of the Display

The FLAAPM Board reserves the right to determine the eligibility of any company or product for inclusion in the exposition.

The Exhibit is an integral part of the FLAAPM's Annual Meeting program. Its purpose is to further the scientific, technical, and educational advancement of the theory and practice of medical physics and the related arts and sciences. As much as possible, the exhibits will supplement scientific and technical sessions.

To assure that the exhibit will further the above purpose, admission to the exhibit is limited to qualified persons with interest in medical physics or related equipment, products, and services. Companions and minors will be allowed in the Exhibit Hall but must be accompanied by a registered attendee/vendor at all times.

Products may not be sold for delivery on the exhibit floor with the exception of publishing companies who have been approved by the FLAAPM Board. All other Exhibitors will be permitted to take orders for the sale of their products or services at the show provided their products or services are substantially related to the science of medical physics.

Exhibitors will not actively solicit visitors for sales or orders, but only furnish visitors with a price list for their products or services and indicate on the list that visitors may purchase Exhibitor's products or services.

Exhibit Management Policy

The FLAAPM Board reserves the right to rearrange the floor plan at any time when such action is deemed to be in the best interest of the total exhibit effort. The FLAAPM Board reserves the right to relocate exhibitors should it become necessary for causes beyond the control of the FLAAPM, or advisable in the best judgment of the FLAAPM to transfer assignments.

Restrictions

The FLAAPM Board reserves the right to restrict exhibits which are objectionable because of noise, glaring or flashing lights, method of operation, or any other reason, and also to prohibit or evict any exhibit which in the opinion of the FLAAPM Board detracts from the general character of the exhibit. This reservation includes persons, things, conduct, printed matter or anything the FLAAPM Board judges to be objectionable. In the event of such restriction or eviction, the FLAAPM Board is not liable for any refund of any amount paid thereunder.

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Demonstrations must be located so that crowds collected will not block aisles or neighboring exhibits. Contests of any kind must first be approved in writing by the FLAAPM Board.

Signage and Graphics

Absolutely NO signs or graphics may be placed outside the area of the booth. No signs or graphics may be placed on posts or columns in, or adjacent to, standard booths occupied by exhibitors, or on carpeted areas beyond the confinement of the booth space. No materials may be placed on any surface of the facility including columns without the consent of the FLAAPM Board or Hotel Staff. Any damage caused by violation of this rule will be charged to the exhibitor whose material is found in violation.

Photography

Picture taking, other than by the FLAAPM official photographer, is prohibited, with the exception of an Exhibitor photographing his or her own display area. Each Exhibitor has control over the space it has rented and may prevent those considered its competitors from gaining access to, photographing, video taping or otherwise mechanically recording its exhibit or presentations. Exhibitors are encouraged to report any violations of this rule to the FLAAPM Board. No Exhibitor will deny any reasonable request from the FLAAPM Board to photograph the exhibit from outside the perimeter of the booth.

Distribution of Printed Materials

Distribution of printed materials by an Exhibitor is limited to their rented space in the exhibit hall and meeting areas. This restriction also applies to the placement of signs in any hotel used by the FLAAPM to house registrants of the meeting. No Exhibitor printed or promotional items are allowed in the Attendee registration packet.

Distribution of Novelty Items

Distribution of small novelty items by an Exhibitor is limited to their rented space in the exhibit hall and meeting areas. FLAAPM reserves the right to remove all items deemed unacceptable from the show floor.

Raffles/Drawings

If an Exhibitor wishes to conduct a raffle or drawing for the give away of a novelty item, the event must be held within the confines of their rented booth space. The Exhibitor must contact Show Management for permission. If the concept is approved, Exhibitors are responsible for all logistics involved with organizing the raffle or drawing, including the distribution of announcements and follow up with winners.

Distribution of Food

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Distribution of food and/or beverages is not permitted unless it is a product that the company promotes. Cooking or food preparation is not permitted. Products such as individually wrapped candy or mints for consumption are acceptable.

Entertainment

The use of music (live or recorded), dancer, mimes or other entertainment similar to this is only permitted in the exhibit hall with written permission from the FLAAPM Board.

Booth Equipment and Services

Items included in the rental fee are:

- 6' table with drape
- two chairs
- electrical, if requested

Installation & Display Removal

It is explicitly agreed by the Exhibitor that in the event he or she fails to install his or her products in his or her exhibit space at the time specified, the FLAAPM Board will have the right to take possession of said space and lease the same or any part thereof to such parties and upon such terms and conditions as it may deem proper. The FLAAPM Board is not responsible for any refund.

Installation Hours

Exhibit set-up typically occurs from 2-6pm on Thursday of the meeting. Exhibit breakdown typically occurs after the last break on the last day of the meeting. The meeting program agenda may be consulted for any updates to installation hours.

List of Exhibitors / Attendees

The list of FLAAPM Exhibitors will be furnished upon written request. The list of FLAAPM Attendees will be furnished upon written request.

Responsibility

If the Exhibitor fails to comply in any respect with the terms of this agreement, the FLAAPM Board will have the right, without notice to the Exhibitor, to offer said space to another Exhibitor, or to use said space in any other manner, but this will not be construed as affecting the responsibility of the Exhibitor to pay the full amount specified by the contract.

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Compliance

The Exhibitor assumes all responsibility for compliance with all ordinances, regulations and codes of authorized Federal, State, and City governing bodies concerning fire, safety, and health, together with the rules and regulations of the operators/ owners of the property wherein the exhibit is held. Federal, State, and City laws must be observed. Wiring must comply with Fire Department and UL rules.

Liability

The FLAAPM and Hotel Convention Center, its agents or employees will not be responsible for any loss, theft or damage to the property of the Exhibitor, their employees or representatives. Further, the FLAAPM Board will not be liable for damage or injury to persons or property during the term of this agreement from any cause whatsoever by reason of the use of occupancy of the exhibit space by the Exhibitor or their assigns, and the Exhibitor will indemnify and hold harmless the FLAAPM Board and the Hotel Convention Center from all liability which might ensue from any cause whatsoever. If the Exhibitor's material fails to arrive, the Exhibitor is nevertheless responsible for all amounts due thereunder. Exhibitors are advised to carry special insurance to cover exhibit material against damage and loss, and public liability insurance against injury to the persons and property of others.

Cancellation or Termination of Exposition

In the event that the premises where the exposition is to be held will, in the sole determination of the FLAAPM Board, become unfit or unavailable for occupancy, or will be substantially interfered with, by reason of picketing, strike, embargo, injunction, act of war, act of God, fire, or state of emergency declared by any government agency or by reason of any municipal, state, or federal law or regulation or by reason of any other occurrence beyond the control of the FLAAPM Board, the FLAAPM Board may cancel or terminate the exposition. In the event of such cancellation, the Exhibitor waives any and all claims the Exhibitor might have against the FLAAPM Board for damages or expenses and agrees to accept incomplete settlement and discharge of claims against the FLAAPM Board the Exhibitor's pro rata share of the total amount paid by all Exhibitors less all costs and expenses incurred by the FLAAPM Board in connection with the exposition including a reserve for future claims and expenses in connection therewith.

Management

The FLAAPM Board reserves the right to interpret, amend, and enforce these regulations as it deems proper to assure the success of the exposition.