



NORTHWEST SAFETY & HEALTH SUMMIT

*The 2017 Northwest Safety & Health Summit is brought to you by the
Region X Voluntary Protection Program Participants' Association (VPPPA)*

We invite you to exhibit at the 2017 Northwest Safety & Health Summit. The conference is being held **May 16-18, at The Davenport Grand Hotel, Spokane, Washington**. There are educational sessions designed for managers and supervisors, consultants, safety committee members, safety directors, and workers – those who can institute change in their company's safety and health policies and procedures.

This conference draws representatives from companies within Region X – Alaska, Idaho, Oregon, and Washington. Exhibits are open at the conference center on Wednesday and Thursday (May 17 and 18) of the Summit. The exhibit area is in the Grand Ballroom of The Davenport Grand Hotel where the lunches/breaks are held; maximizing your exposure to attendees at the event. We also provide an attendee contact list that is distributed via e-mail after the conference.

The cost for each **8' x 10' pipe and drape booth space** is **\$450**. Each space includes one 8-foot draped and skirted table (exhibit area floor surface is carpeted), booth identification sign, and two chairs. If you need electrical power, one 500-watt electrical outlet is complimentary. Breakfast on Thursday and lunch both days are included with your exhibit booth registration.

Space assignment will be on a first-come, first-served basis. To reserve one or more spaces, complete the enclosed exhibit application form and return it with payment. Space cannot be confirmed until full payment is received. Exhibitor retail sales during the Safety Summit in Spokane, Washington, will not be allowed. Exhibitors may continue to demonstrate their products to the attendees and collect names of those interested for future communication and product sales.

Exhibit hours are:

Tuesday, May 16

Set-up time 12:30-4:30 p.m.

Wednesday, May 17

Exhibit hours 7:30 a.m.-3:30 p.m.

Reception 6-9 p.m. (you may chose to be open or not during the Reception)

Thursday, May 18

Exhibit hours 7:30 a.m.-12:30 p.m.

Meet the Exhibitors 7:30-8:30 a.m. (breakfast and prize drawing)

Tear down 12:30-3:30 p.m.

If you have questions about exhibiting, please contact the Conference Section at 503-947-7411 or send an e-mail to oregon.conferences@oregon.gov.

Sincerely,

Northwest Safety & Health Summit (Region X VPPPA) Planning Committee

APPLICATION/CONTRACT FOR EXHIBIT SPACE

Northwest Safety & Health Summit

May 16-18, 2017 • The Davenport Grand Hotel • Spokane, Washington



Register online at safetyseries.cvent.com/exhibitvpp17

10'x 8' exhibit booth(s) – one 8' table, and one 500 watt electrical outlet are complimentary with each booth (tables are draped and skirted).

Booth preference (placement not guaranteed).

To register online, you will need to provide the following information:

*(The information below will be included in the conference mobile app, except for *starred items.)*

- Company
- Contact person, Position/title
- E-mail
- Web site
- Address
- Phone
- * Provide a description of the service/product(s) you will be displaying at this conference
- * List any vendors you wish (or do not wish) to be adjacent to

Upon receipt of registration and payment, you will be sent a confirmation letter. Assignment of exhibit space is on a first-come, first-served basis. The conference planning committee assigns exhibit space and attempts to provide physical separation of competitors who do not wish to be near each other.

You will be asked to read and agree to the terms and conditions. (See Exhibit Information & Rules.)

If you are a non-profit, please call the conference section at **503-947-7411**.

Cost of each exhibit space

1 Booth \$450.00

Credit card and check payments are accepted. *Exhibit Fee is Non-Refundable.*

Mail checks to:

Region X VPPA Conference
PO Box 5640
Salem, OR 97304-0640
(Federal tax ID #93-0058188)

Questions? Call the Conference Section at **503-947-7411**; e-mail: oregon.conferences@oregon.gov

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EXHIBIT INFORMATION AND RULES

Set-Up Time

Tuesday, May 16 12:30-4:30 p.m.

Wednesday, May 17

Exhibit hours..... 7:30 a.m.-3:30 p.m.
(and during evening reception if desired, 6-9 p.m.)

Thursday, May 18

Exhibit hours..... 7:30 a.m.-12:30 p.m.

Meet the Exhibitors 7:30-8:30 a.m.

(hot buffet breakfast provided and prize drawing)

Tear down.....after 12:30 p.m. until 3:30 p.m.

Assignment of Space

The Planning Committee will assign space based on days exhibiting, date full payment is received, registration of multiple booths, and if possible, consideration of potential conflicts with competing like-market exhibitors.

Use of Space

The space contracted for is to be used solely for the exhibitor whose name appears on the Application/Contract for Exhibit Space, and it is agreed the exhibitor will not sublet or assign any portion of their space without the consent of the Conference Planning Committee.

Exhibitors must rent sufficient conference space to contain their exhibit completely within the confines of booth lines. Equipment may not extend into the aisles, over the aisles, across the exhibitor's purchased booth line, or otherwise obstruct the view of or negatively affect the display of any other exhibitor. Any materials extending above 12 feet must have prior approval of the Conference Planning Committee.

All measurements shown on the floor plan are approximate and the Conference Planning Committee reserves the right to make such modifications as may be deemed necessary to meet the needs of the show and conference.

Special Equipment Restrictions

Unusual or objectionable lighting, noises, or odors will not be permitted. The use of loud speakers and public address equipment is prohibited. Exhibits which include the operation of any noise making equipment (including TVs and computers) must be conducted so that the noise resulting from demonstrations will not disturb adjacent exhibitors.

The operation of oil, alcohol, or gasoline engines is prohibited during the show, and all such engines must be free of all such fuels and fuel tank caps must be taped closed. All battery cables must be disconnected and cable ends must be taped. If vehicles or motorized equipment is displayed show personal must approve prior to exhibiting. All decorative materials must be flame retardant. **All exhibits must comply with City of Spokane ordinances, regulations, and Fire Marshal regulations.**

Liability

The VPP, Oregon OSHA, and The Davenport Grand Hotel assume no liability for property loss from your booth or equipment due to robbery, fire, accident, or any other hazard, without limitation.

Sale of Merchandise

Exhibitor retail sales during the Safety Summit in Spokane, Washington, will not be allowed. Exhibitors may continue to demonstrate their products to the attendees and collect names of those interested for future communication and product sales.

Exhibitor Personnel

Each exhibiting firm is to furnish the names of those who will staff the booth on the Booth Representative Form, which will be sent to all exhibitors in advance of the conference.

Exhibitor's representatives staffing the booth will be owners, employees, or agents of exhibiting companies, and such representatives will wear proper badge identification furnished by the conference.

Dismantling of Exhibits/Move-Out

No material may be removed from the show floor prior to move-out time without prior written approval of the Conference Planning Committee.

Endorsements

The conference does not approve, endorse, or recommend the use of any specific commercial products or services. The exhibitors may not, therefore, state or imply either verbally or in printed literature that their products or services are approved, endorsed, or recommended by the conference or its representatives.

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2017 Exhibit Floor Plan

Grand Ballroom

