Arizona Naturopathic Medical Association (AzNMA) is an association of dedicated, proactive and committed Naturopathic Physicians who are catalysts for change in healthcare. We serve our members and the public through education, legislative lobbying and the promotion of naturopathic medicine in Arizona. We work to sustain the viability of the profession in order to provide quality naturopathic medical care not only for today, but for future generations.

The 2016 AzNMA Fall CME Conference will be held on November 12 & 13, 2016 at the:
Hilton Scottsdale Resort & Villas, 6333 N. Scottsdale Rd., Scottsdale, AZ 85250

Exhibitor Opportunities
The AzNMA provides an opportunity for your company to exhibit at this event. The purpose of the Exhibitor portion of the AzNMA Fall Conference is to supplement the continuing medical education program and to further enlighten the attendees on the most recent developments in healthcare related products, services & equipment and to provide an opportunity for networking among the Physicians and Exhibitors.

Attached is the Fall 2016 AzNMA Exhibitor packet with information for your review. Table Top Exhibits and additional marketing opportunities are available. Please contact me with any questions you may have.

Thank you for your consideration and we look forward to your participation!

Cathy Stuart  
Executive Director  
Arizona Naturopathic Medical Association  
480-921-3088  
events@aznma.org
Purpose: The purpose of the Exhibitor portion of the AzNMA Fall Conference is to supplement the continuing medical education program and to further enlighten the attendees on the most recent developments in healthcare related products, services and equipment and to provide an opportunity for networking among the Physicians and Exhibitors.

Target Audience: Licensed Naturopathic Physicians
Anticipated Attendance: 100—120 Naturopathic Physicians

Venue: Hilton Scottsdale Resort & Villas, 6333 N. Scottsdale Rd., Scottsdale, AZ 85250
Exhibitor Spaces Available: Limited to 36 Exhibitors.

Contact: Cathy Stuart, Executive Director—480.921.3088. events@aznma.org

Exhibit and Promotion Opportunities

Table Top Exhibit Fees
The Exhibits are considered “Table Top” Exhibits and are not suitable for Full Exhibit Displays.
30” wide x 8’ long table and 2 chairs provided; table is draped with linen.

Exhibitor’s company name and/or logo will be listed on AzNMA’s website with link to company website; company name and/or logo will be listed in email blasts promoting the conference to potential attendees and in the conference program. Electric and Wi-Fi are available for an additional charge through the conference venue.

Table Top Exhibit Fee: $1,400
Exhibit Fee for an AzNMA Corporate Partner Sponsor Member: $1,250
(An AzNMA Corporate Partner Sponsor Member is a company that pays an annual sponsorship fee. Discounts on exhibit fees at AzNMA conferences is one of the benefits of an AzNMA Corporate Partner Sponsor Member at the Turquoise level and up.)

Electric and Wi-Fi for your exhibit are available for an additional charge through the conference venue. Please mark on your application form that you need Electric and / or Wi-Fi and the appropriate form will be forwarded to you.

Additional Promotion Opportunities at the Conference:

Attendee Giveaways for Conference Attendee Bags — $500
• Have a great promotional product to giveaway? We’ll put it in the Conference Attendee bag!
• Literature and/or Product Samples distributed in the Conference attendee bags.
  If materials include literature, they must be stapled or packaged – ready to be inserted into the packet.
  Please note that we cannot promote your company’s events.

Sponsor Breakfast at the conference for One Day — $1,000
• Signage with your company name and / or logo as Breakfast Sponsor
• Breakfast Sponsor may also provide an insert to go into the conference attendee tote bag. Literature and/or product samples. If materials include literature, they must be stapled or packaged – ready to be inserted into the packet.
  Please note that we cannot promote your company’s events.

NOTE:
Exhibit space or attendance to conference for CME credit is not included in any Sponsorship or with Attendee Giveaway promotion.
Sponsorship does not include attendance at the conference.
An Exhibit does not include attendance to conference for CME credit.
Upon request, Exhibiting company may receive a digital copy of the Speaker’s presentations.
Exhibitor Schedule

Schedule is tentative and subject to change

We have done our best to provide the Exhibitors as much exposure as possible during this Conference. All Exhibitors must have someone at their table at all times — especially during the Attendee breakfast, lunch and break times.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Friday, Nov. 11, 2016</td>
<td>6:00pm-8:00pm</td>
<td>Exhibitor Set-Up</td>
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<tr>
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<td>All Exhibitor Set-Up must be completed by 8:00pm.</td>
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<td>No Saturday Exhibitor Set-Up will be permitted.</td>
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<tr>
<td>Saturday, Nov. 12, 2016</td>
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<td>Exhibits open 7:00am</td>
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<td></td>
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<td>Scheduled Speaker presentations, breakfast, lunch &amp;</td>
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<td></td>
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<td>Break times</td>
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<tr>
<td>Sunday, Nov. 13, 2016</td>
<td></td>
<td>Exhibits open 7:15am</td>
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<tr>
<td></td>
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<td>Scheduled Speaker presentations, breakfast, lunch &amp;</td>
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<td>Break times</td>
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<td>5:00pm-6pm</td>
<td>Exhibitor Tear Down</td>
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</table>

We encourage you to stay in your exhibit space at the close of each day, according to the final schedule, in order to be available to any of the Attendees who were not able to visit with you during the breaks.

Please do not begin packing or tearing down your exhibit space before 5:00 PM on Sunday, Nov. 13, 2016. Please be sure all your personnel are aware of this policy.

Shipping Conference Materials to Conference Venue:

1. **You must notify the Hotel one week prior to Nov. 11, 2016 that you are an Exhibitor at the AzNMA Conference & will be shipping materials to the hotel. Hilton Scottsdale Resort & Villas, phone: 480.948.7750**

2. **Exhibitor materials: shipment should arrive no earlier than 3 days prior to Nov. 11, 2016. If shipment arrives earlier than 3 days prior to Nov. 11, 2016, a storage fee will be incurred & due to venue. Hilton Scottsdale Resort & Villas and AzNMA have no liability for the delivery, security, or condition of the packages.**

3. **All Packages shipped must have:**
   - **Name of Group:** Arizona Naturopathic Medical Association Conference
   - **Date of Conference:** November 12 & 13, 2016
   - **Name of:** Your Company and Name of Representative who will be at your Exhibit
   - **Number of Items (packages)**

   **SHIP to:** Hilton Scottsdale Resort & Villas, 6333 N. Scottsdale Rd., Scottsdale, AZ 85250 (phone: 480.948.7750)

4. **Include Return Label(s) for your representative to ship materials back to the company at the conclusion of the conference. Your representative will leave the packed & labeled boxes at the exhibit.**

5. **EXHIBITORS MUST ARRANGE FOR THEIR OWN PICKUP SHIPMENT**
   - When ordering your pickup through your shipper, **schedule pick-up for Monday, Nov. 14, 2016**
   - **Pickup Shipments are not available** through the United States Postal Service.

6. **All materials must be sealed and labeled for pick-up on Monday, Nov. 14, 2016**
   - Boxes not picked up on Monday, Nov. 14th—will be assessed $5.00 per box, per day starting on Tuesday, Nov. 15th.
Exhibitor Policies

1. Eligibility & Criteria
   a. The AzNMA reserves the right to deny any application and/or remove Exhibitors at its sole and arbitrary discretion. No subletting or multiple companies will be allowed to share one exhibit space.
   b. No multi-level marketing companies will be accepted.
   c. Professional and ethical conduct required at all times by the Exhibitor and its staff.

2. Exhibitor Expenses. Hotel Guest Room Rate at the Hilton Scottsdale Resort & Villas:
   a. Exhibitor is solely responsible (and indemnifies the AzNMA) for all expenses related to participation in the conference including travel, lodging, food, shipping costs and supplies, etc..
   b. Room Rate Coming Soon. Contact Holly Parsons at hparsons@aznma.org for information.

3. Meals
   a. Breakfast and Lunch for two (2) Exhibitor representatives is included in the Table Top Exhibit fee.
   b. Additional Meal Tickets can be purchased at $70 per day per person.

4. Raffle Items /Door Prizes
   a. Each Exhibitor is invited to provide a door prize
   b. Drawing for door prizes will occur during the last break on Sunday afternoon.

5. Give Away
   a. The AzNMA reserves the right to approve Exhibitor “give-aways”.
   b. At the sole discretion of the AzNMA, a “give-away” may be disapproved if deemed inappropriate.

6. CME Credits
   a. Exhibitors may attend the conference seminars.
   b. AzNMA is not able to give CME Credits to a Sponsor or an Exhibitor unless the appropriate conference attendee registration fee has been paid by the Sponsor or the Exhibitor.

7. AzNMA does not endorse or warrant the effectiveness of any products exhibited.
   a. All Exhibitors agree to maintain compliance with FTC and FDA guidelines.
   b. The AzNMA is in full support of FTC/ FDA actions directed to purveyors of products with unsubstantiated health and medical claims.
   c. With absolute discretion AzNMA retains the right to terminate this agreement without refund as deemed necessary.

8. Security
   a. The AzNMA & Hilton Scottsdale Resort & Villas (conference venue) will not be held responsible for the safety of the property of the Exhibitors from theft, damage by fire, accident, vandalism or other causes.

9. Indemnify
   The Exhibitor agrees to indemnify and hold the AzNMA, its employees, board members, officials and contractors and the conference venue harmless against any and all damages, claims, judgments, losses, costs and expenses (including attorney fees) that may be incurred, suffered, sustained by or imposed upon the AzNMA and/or the conference venue by reason of exhibitor’s activities pursuant to the approved exhibit space application and contract. This indemnification agreement includes but is not limited to all claims, damages, losses or expenses attributable to personal or bodily injury, sickness, disease or death, or injury to or destruction of tangible property, including the loss of such property.

10. Cancellation Policy -- Cancellation of this contract MUST be in writing and follow the policy below:
    90 days prior to the event; you will incur a 50% cancellation fee of all monies paid, plus a $50 processing fee
    60 days prior to the event, you will incur a 75% cancellation fee of all monies paid, plus a $50 processing fee
    Under 60 days to the event; no cancellations, no refunds and no credits will be granted

    If you wish to cancel in accordance with the above Cancellation/Refund Policy, contact the AzNMA Office directly at 480.921.3088 or email: director@aznma.org
Exhibitor Set-Up and Tear Down Policy
Exhibitor and Exhibitor’s Representative acknowledge the set-up and tear down schedule as noted below:

**Set-Up:** Friday, Nov. 11, 2016 from 6:00pm until 8:00pm.
Set-up will be complete by 8:00pm. No Saturday Exhibit set-up will be permitted.

**Tear Down:** Sunday, Nov. 13, 2016 after 5:00 pm and complete by 6:00pm.
We do encourage you to not tear down prior to 5:00 pm.

Please initial here that you acknowledge and have informed your representative(s) who will be responsible for your exhibit of the Exhibitor Set-Up & Tear Down policy. __________

PAYMENT AND REGISTRATION INFORMATION:

Company: ______________________
Contact Person: ____________________
Contact’s Email: ____________________
Address: _______________________________________________________
City: ___________________ State: _______ Zip: ___________
Telephone: ____________________ Fax: ____________________
Website: _____________________________

Table Top in Exhibit Hall (Table size: 30"W x 8' L)
Limited to 36 exhibits:
Exhibit Fee: $1,400
AzNMA Corporate Partner Sponsor Member Exhibit Fee: $1,250

Additional Meals for additional Reps: Includes Breakfast & Lunch
(Breakfast & Lunch for 2 Exhibitor reps is included per Table Top Exhibit Fee)
___ Number of additional Meals on Saturday @ $70 per person
___ Number of additional Meals on Sunday @ $70 per person

Additional Marketing Opportunity:
___ Attendee Giveaways: $500
  provide samples/inserts for conference attendee bags
___ Breakfast Sponsor (one day): $1,000

Payment for: (Please Fill in Amount Below)

Exhibit Fee: __________________
Additional Marketing: $_________________
Additional Meals Total: $_________________
Total Fees: $_________________

Company Authorization
The undersigned hereby represents and warrants that he/she is duly authorized to execute this binding contract on behalf of the Company named above. The undersigned has read the Cancellation Policy and the Payment Information and agrees to abide by all policies, procedures, rules, terms and regulations therein. The undersigned further acknowledges that the AzNMA reserves the right, in its absolute discretion, to reject this Application and Contract.

Name: ____________________________ Title: __________________________
Signature: _________________________ Date: _________________________
To secure Exhibit Space/Sponsorship, please fill out the PAYMENT INFORMATION and send as directed on the form.

QUESTIONS? Contact: Cathy Stuart, Phone: 480.921.3088  Email: events@aznma.org

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**Payment Method**

___ Check—Make check payable to AzNMA  
Mailing Address for Check Payment:  14175 W. Indian School Rd., Ste. B4-412, Goodyear, AZ  85395

___ Credit Card—Please complete the following information below:

COMPLETION OF THIS SECTION AUTHORIZES AzNMA TO CHARGE MY CREDIT CARD FOR THE AMOUNT SHOWN ON PREVIOUS PAGE 5  
FOR THE November 12 & 13, 2016  AzNMA Fall CONFERENCE

Name on Card: ____________________________  
(Please include First name, any middle initial, and Last name)

Billing Address (where credit card statement is mailed to):  
Street or P.O. address: ____________________________

City: ____________________________ State: _____  Zip Code: ____________________________

Card #: ____________________________  Exp. Date: _____ / _____  3-5 Digit Security Code: ____________________________

Card Type (CIRCLE):  Visa / MasterCard / American Express  
(Visa & MC security code on back of card; AMEX is on front of card)

Cardholder’s Signature: ____________________________  Date: ____________________________

Contact Phone Number: ____________________________

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Fax, eMail or Mail pages 5 & 6 of Exhibitor/Sponsor Registration to:  
AzNMA  
14175 W. Indian School Rd, Ste. B4-412, Goodyear, AZ 85395

Fax: 888-430-7530  •  Email: events@aznma.org