



LSRC EXHIBITOR'S CONTRACT



The Louisiana Society for Respiratory Care will hold the Annual Educational Meeting at the Embassy Suites (off I-10) in Baton Rouge, LA. If you would like to exhibit at the Annual Educational Meeting in Baton Rouge or sponsor an activity or speaker, please read the enclosed material and return your exhibition request form/contract early.

EXHIBITS/FEES/BOOTH SPACES/SOCIAL

Exhibit/booth space will be available in the exhibit hall near the lecture hall. A conventional curtained cubicle with a skirted table will be supplied, as well as a sign with your agency's name and 110-volt electric current. The Booth size will be 6 X 6' and the fee for exhibiting at this event varies based on Booth size as follows:

- Single Booth \$500 (admits 2 representatives)
- Double Booth \$800 (admits 4 representatives)
- Triple Booth \$1000 (admits 6 representatives)

Make your Hotel Reservations now! The Special Rate is good through 4 weeks before the Meeting!

[Embassy Suites Reservation Link](#) code **LRC**

Vendor/Exhibitor Registration and Fees link: (due Friday before the meeting)

Vendor/Exhibitor Registration and Fees link: (due Friday before the meeting)

[ONLINE REGISTRATION](#) link

Vendor/Exhibitor contact: Raymond Pisani lsrcrpisani@gmail.com

Limited LSRC CORPORATE PARTNERSHIPS ARE AVAILABLE

GENERAL INFORMATION

Sections or side wings on display units may not extend so as to interfere with views of adjacent exhibits. The LSRC will provide details for setting up and dismantling booths at these meetings. A minimum of 4 hours of exhibit time will be scheduled during the first 2 days of the meeting.

On the evening of the first day, the LSRC will host a “**Getting to Know You Social**” in the exhibit hall. This will be your first opportunity to engage with attendees. Additionally, there will be a Special Event: Manager's-only Exhibit Session: Thursday 12-1 pm where you will get a chance to see department managers and supervisors only to have more time to promote your products directly to them.

Payment for booth rental should be remitted as soon as possible. **Booth assignments will NOT be made without full payment.** Space will not be held for unconfirmed exhibitors. **An early sell-out is anticipated.** Exhibitors and sponsors who have **paid all fees 4 weeks before the event**, will be listed in the program. Note: Additional expenses for multiple electrical outlets & furnishings are the exhibitor's responsibility. Please indicate the needs on your returned exhibition request form. You may contact **Gulf Coast Event Services** for shipping information and to discuss exhibition-related matters (1-800-488-3836).

VENDOR REGISTRATION/VENDOR CEU

Vendors who have indicated on the registration form that they want to earn CEUs and document their AARC number will have their company tags available in the on-site registration room 8-11 am. After that time, all vendor company tags will be placed at their booth.

VENDOR CEU

Vendors wishing to receive CEUs must be AARC members and must attend lectures. Vendors must document the lectures that they attended by turning in the answer sheet/questionnaire when they leave the meeting. Failure to abide by these policies means that no CEUs will be awarded, **NO EXCEPTIONS**. Non-member vendors may pay an additional fee of \$100 to obtain CEUs under the procedures outlined above. The fee will include an opportunity to join the American Association for Respiratory Care (AARC).

VENDOR SET-UP TIMES

Booths may be set up during the hours of **1 PM and 4 PM on WEDNESDAY**. Identification badges will be provided and **MUST be worn at all times**. Each **single booth** fee paid will admit **2 representatives**. Additional exhibitors may register at the rate of \$50 per person per day (\$100 on-site). There will be a \$5.00 charge for replacing lost name badges. Exhibitors may not remove displays **before 2:30 PM on Thursday**. Each **double booth** fee paid will admit **4 representatives** and each **triple booth** will admit **6 representatives**.

NO EXHIBITS OPTION

Although we encourage exhibits of products and services, we know this may not be practical for all vendors. The LSRC invites your support through sponsorship of a speaker/workshop or social event. If you choose to sponsor a speaker or workshop, all fees and expenses incurred by the speaker/workshop facilitator shall be the sole responsibility of the sponsor. If you would like to participate in this manner, please check the appropriate box on the exhibition request form and return it ASAP.

HOSPITALITY SUITES

The Board of Directors does not allow hospitality suites to open prior to 6 p.m., nor remain open later than 11 p.m. so as not to interfere with the educational program. Your adherence is appreciated.

GETTING TO KNOW YOU SOCIAL

On the first evening (Wednesday) of the Annual Educational Meeting, the LSRC will host a social event from 4 p.m. - 6 p.m. in conjunction with an evening exhibit session. Food will be provided during the “**Getting to Know You Social**.”

On behalf of the LSRC Board of Directors, we thank you for your support and appreciate your future consideration.

CONTRACT

You must choose to register online!

Please complete this written request (2 pages) and forward it to Raymond Pisani at lsrcpisani@gmail.com along with your best **Company Logo** image (we may use it as part of the meeting program).

Online registration. **See the Link on the first page**

Upon receipt, we will forward you the CP coupon code for online registration.

We hereby make an application for exhibit space(s) as indicated below, for our use at the LSRC Meeting, to be held in Baton Rouge,

_____ \$500 single booth

_____ \$800 double booth

_____ \$1000 triple deluxe booth

It is agreed that neither the Embassy Suites in Baton Rouge LA, nor the LSRC shall not be liable for any damage, loss or destruction of any exhibit, nor for any theft or disappearance of any of the property contained in or about the booth of the undersigned exhibitor, whether such loss is caused by the negligence of the host facility, the LSRC, or its officers and/or agents; all claims for such loss, damages or theft being expressly waived by the undersigned exhibitor, and the same exhibitor agrees to indemnify and hold the host facilities and the LSRC harmless for such claims.

LSRC ANNUAL CONVENTION

EXHIBITION REQUEST FORM

COMPANY NAME: _____ Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax () _____ - _____

Email _____

Size of booths: single (\$500), double (\$800), or triple (\$1000) (circle one please) or "Brass CP" No Exhibit option (\$750)

Type of products to be displayed: _____

We do not want to be located in the vicinity of the following exhibitors: _____

We are interested in the no exhibit option: [] check

We wish to sponsor a speaker: [assign premium booth] [] check if available

We wish to sponsor a social event: [] check if available

We wish to sponsor a coffee or Continental Breakfast: [] check if available

LSRC USE ONLY

Date received: _____ AMT _____

Dear Exhibitor:

Thank you for displaying at the **LSRC ANNUAL CONVENTION AND EXHIBITS**. Would you please fill in the names of those who will represent your company at the meeting? Remember you get two exhibitors for a single booth, four exhibitors per double booth, and six exhibitors per triple booth. Additional exhibitors may register at the rate of \$50.00 per day per person (limit 2)

ALL VENDORS WANTING CEUS MUST ATTEND THE LECTURES

-----COMPANY NAME (how your sign should read)

PLEASE PRINT CLEARLY

- 1. _____ AARC# _____
- 2. _____ AARC# _____
- 3. _____ AARC# _____
- 4. _____ AARC# _____
- 5. _____ AARC# _____
- 6. _____ AARC# _____

Pay online: email to request an invoice to [Raymond Pisani lsrcrpisani@gmail.com](mailto:Raymond.Pisani@lsrc.net) or Mail form, with remittance to LSRC

C/O Raymond Pisani
204 Tournament Blvd
Berwick, LA 70342
985-518-3346 (Cell)

LSRC CORPORATE PARTNER PROGRAM

Brass

A \$750 No exhibit option for the Corporate Partner than can't attend will be granted the following (on request):

- Recognition of corporate sponsorship in Annual Educational Meeting and recognition of 1 hour of Educational activity.
- Participation in all educational sessions.
- Recognition of Corporate Sponsorship on the website with your logo www.lsrc.net
- One invitation to LSRC's Board of Directors/Past Presidents Reception.
- One invitation to the Manager's Lunch (RC Department Managers) and with the LSRC BOD.

Bronze

A \$1000 exhibit option for the Corporate Partner will be granted the following:

- Complimentary meeting Exhibit registration for LSRC Convention (SINGLE BOOTH= 6' X 6' table a \$500 value) and Participation in all educational sessions.
- Recognition of corporate sponsorship in the Annual Educational Meeting Program and recognition of 1 hour of Educational activity.
- Two invitations to LSRC's Board of Directors/Past Presidents Reception.
- One invitation to the Manager's Lunch (RC Department Managers) and with members of the LSRC BOD.
- Recognition of Corporate Sponsorship on the website with your /logo www.lsrc.net

Silver

A \$1500 exhibit option for the Corporate Partner will be granted the following:

- Complimentary meeting Exhibit registration for LSRC Convention (DOUBLE BOOTH= 6' X 6' table x 2 \$800 value) and Participation in all educational sessions.
- Recognition of corporate sponsorship in the Annual Educational Meeting Program and recognition of 2 hours of Educational activity.
- Three invitations to LSRC's Board of Directors/Past Presidents Reception.
- Two invitations to the Manager's Lunch (RC Department Managers) and with members of the LSRC BOD.
- Recognition of Corporate Sponsorship on the website with your logo www.lsrc.net

Gold

A \$2500 exhibit option for the Corporate Partner will be granted all of the basic benefits, plus the following:

- Complimentary meeting Exhibit registration for LSRC Convention (TRIPLE BOOTH= 6' X 6' table x 3 \$1000 value) and Participation in all educational sessions.
- Recognition of corporate sponsorship in the Annual Educational Meeting Program and recognition of 3 hours of Educational activity.
- Four invitations to LSRC's Board of Directors/Past Presidents Reception.
- Three invitations to the Manager's Lunch (RC Department Managers) and with the LSRC BOD.
- Recognition of Corporate Sponsorship on the website with your logo www.lsrc.net

On behalf of the LSRC Board of Directors, we thank you for your support and appreciate your future consideration.