



National Association of Case Management

Application and Contract

22nd Annual Case Management Conference September 19 - 21, 2016 • Omni Los Angeles Hotel at California Plaza—Los Angeles, CA

Mail or fax this form with payment to: NACM • 1645 'N' Street • Lincoln, NE 68508 • Phone 402-441-4385 • Fax 402-441-4335

1. Published Information: This information will be used on all published materials. Please print clearly and exactly how you want information to appear.

Company Name: _____ Website: _____

Fax: _____ Phone: _____ Email: _____

Contact Name: _____ Title: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Full name of all booth staff: _____

3. Description and Advertisement: Attach to this document and e-mail to Theresa Henning at nacm@yournacm.com the following items as applicable.

- Description of Products and Services:** 40 word description of your products and services (if limit is exceeded description will be subject to editing). Please e-mail document in word format. Required for all submissions
- Advertisement:** Attach a copy here and e-mail a copy-ready jpg, tif, or PDF file. Required if purchasing an advertisement.
- Alternate Contact Information:** Attach alternate or additional contact information if different from published information above.

4. Payment: Choose the options you would like in the box to the right and total them at the bottom.

- Enclosed is my full payment.
- Please invoice me. I understand that space will be cancelled if payment is not received by NACM within 60 days of submission of this Application and Contract.
- Please contact me with more details on **scholarships or prizes for conference drawings**.

The undersigned do hereby apply for the reservation of space at NACM's 22nd Annual Case Management Conference. We understand this application becomes a binding agreement between NACM and the undersigned exhibitor when accepted by NACM. We agree to abide by the "Rules Governing NACM's 22nd Annual Case Management Conference" and such additional rules and regulations as may be adopted by NACM. We understand that exhibit space allocation shall be at the discretion of NACM. Cancellations, in whole or in part, must be made in writing, and are subject to cancellation fees outlined in the "Rules Governing NACM's 22nd Annual Case Management Conference".

Authorized Signature _____

Date _____

Sponsorship/ Packages (page 2)

- Conference Co-Sponsor \$10,000
- Keynote Speaker \$5,000
- Lunch \$3,000
- Networking Break \$2,000
- ~~Refreshments~~ \$2,000
- NACM ~~Online~~ ~~Registration~~ Bags \$1,500
- Note Pads \$1,000
- Lanyards \$750
- Pens \$500
- Case Management Supporter \$1,200
- Case Management Friend \$650

Exhibiting (page 3)

- Exhibit Table(s) _____ x \$500 \$ _____
- Registration Insert \$425
- Take-One Exhibit \$175
- Luncheon Tickets \$45
- Exhibitor Conference Passes \$299
- Pre-Conference Mailing Labels \$200
- Post-Conference Mailing Labels \$225
- Post-Conference Email \$225

Advertising (page 4)

- Full Page \$1,500
- Half Page \$1,000
- Quarter Page \$500
- Business Card Size \$250
- Inside Front Cover \$2,500
- Inside Back Cover \$2,500
- Back Cover \$3,000

Grand Total: \$ _____

1. **WHO MAY SPONSOR, EXHIBIT OR ADVERTISE** – NACM and its sponsors reserve the right to determine eligibility of any applicant. Acceptance of an applicant is in no way to be construed or promoted as an endorsement by NACM or its sponsors.
2. **ASSIGNMENT OF EXHIBIT SPACE** - Assignment of space will be made on a first-come, first-serve basis. NACM reserves the final decision and right, in the best interest of the Exhibit Hall, to amend the floor plan or relocate selected space in areas other than that selected by Exhibitor.
3. **CANCELLATION** - An applicant may cancel or withdraw from their Sponsorship/Exhibit Booth/Advertisement subject to the following conditions:
 - The applicant shall file a written notice of intention to cancel or withdrawal by July 31, 2016.
 - If a written notice is received by NACM on or before July 31, 2016, fees paid shall be returned minus a service fee of \$100 per sponsorship/exhibit booth/advertisement.
 - If written notice of cancellation is received on or after July 31, 2016, refunds will be at the discretion of NACM.
4. **HOLD HARMELESS CLAUSE** - The applicant assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to applicant's displays, equipment, and other property brought upon the conference premises and shall indemnify, defend, and hold harmless Omni Los Angeles Hotel at California Plaza, NACM, and its sponsors, and their respective officers, directors, employees, or agents from any and all such possible losses, damages, and claims. The terms of this provision shall survive the termination or expiration of this agreement.
5. **ARRANGEMENTS OF EXHIBITS** – Nothing shall be posted, tacked, screwed, or otherwise attached to columns, walls, floors, or other parts of the facility or furniture. Applicants shall not do, nor permit to be done, anything which may interfere with the effectiveness or accessibility of utility, heating, ventilation, or air conditioning systems or portions thereof, or to the public area. Applicants agree to maintain exhibit space during open Exhibit Hall hours. In the event the applicant fails to set-up before 9:00 a.m. on Monday, September 19, 2016, NACM reserve the right to take possession of the space and reassign it to another organization. The exhibit area is accessible to the public and not secured overnight. NACM and its sponsors are not responsible for loss or damage to property or person. Booths are to be dismantled and removed by 5:00 p.m. on Wednesday, September 21, 2016.
6. **REGISTRATION** - All visitors to the NACM conference must register in accordance with the rules of the Conference. Depending on your choice of package, registration may be included in your fees or can be purchased on an à la carte basis.
7. **OBJECTIONABLE CONDUCT** – NACM reserve the right to reject or terminate exhibit privileges of any applicant including personnel in whole or in part, which because of notice, conduct of personnel, method of operation, selling outside of the booth, materials, or for other causes NACM believes is not compatible with the purpose of the Conference and Exhibition, or any other reason in the opinion of NACM, without liability for any refunds.
8. **COMPLIANCE WITH LAWS** - Applicants shall bear responsibility for the compliance with any and all local, city, state, and federal safety, fire, and health laws, ordinances and regulations, including the policies, rules, and regulations of Omni Los Angeles Hotel at California Plaza, regarding the installation, dismantling, and operation of the exhibit. No flammable liquids are allowed in the building, and smoking is prohibited in all indoor areas.
9. **AMERICANS WITH DISABILITIES ACT** - Applicant represents and warrants that its exhibit and product/services information shall comply with the Americans with Disability Act, its regulations and guidelines (collectively "ADA"). Applicants shall indemnify, defend, and hold harmless NACM and its sponsors, and their respective directors, officers, employees, and agents against any and all claims and expenses, including attorney's fees and costs, arising out of or related to applicants' breach of this provision or noncompliance with any provision of the ADA.
10. **EXHIBIT HOURS** - In their own best interest, and for security, applicants are encouraged to keep an attendant at their exhibit table during all open hours. It is agreed that no applicant will dismantle or remove any part of their exhibit prior to conference ending. If an applicant violates this provision, the applicant will be fined up to \$200. Each applicant shall name one individual to act as its authorized representative at the exhibit. All applicant representatives need to check in at the conference registration desk, and are required to wear the conference name tag.
11. **FORCE MAJEURE** - Should events beyond the reasonable control of NACM, its sponsors, or Omni Los Angeles Hotel at California Plaza, such as acts of God, war, curtailment or interruption of transportation facilities, unavailability of facilities, threats or acts of terrorism or similar acts, diseases, epidemic, State Department or other federal, state, or local government agency travel advisory, civil disturbance, or any other cause beyond the party's control, which, in the party's reasonable judgment, would tend to make it commercially unreasonable, illegal, or impossible for either party to perform its or their obligations under this Agreement as they relate to the Conference and Exhibit Hall, such party may cancel the Agreement upon written or email notice to the applicant without liability including return of fees in whole or part at NACM's discretion.
12. **PHOTOGRAPHS/VIDEOTAPING** – NACM and its sponsors reserve the right to record, videotape, and take photographs.
13. **COPYRIGHTED WORKS** - Applicant acknowledges and agrees that it shall be solely responsible for obtaining any licenses, permits, etc. which may be required for it to broadcast, perform, or display any copyrighted materials including, but not limited to, music, video, and their software. Applicant shall indemnify, defend, and hold harmless NACM and its partners, and their directors, officers, employees, and agents from and against any and all claims and expenses, including attorney's fees and costs, arising out of or related to applicants' breach of this provision.
14. **CHANGES** – NACM reserve the right to make any changes in the rules necessary to ensure the health and safety of those in attendance, the significance of the exhibition, and harmony of operation. Applicants will be advised of any such changes by bulletin or e-mail.
15. **COMMUNICATION** - All conference correspondence will be made through e-mail. A valid e-mail address is required.
16. **VIOLATIONS** - Violation of any of these rules and regulations on the part of the applicant, its employees, or agents shall, at the discretion of NACM, constitute cause for NACM to terminate this Agreement, expel applicant from the Exhibit Hall, and applicant shall forfeit all fees paid to NACM. All decisions of NACM are final.