

These rules and regulations are fully incorporated as part of the contract between the exhibiting/sponsoring organization and the American Psychiatric Nurses Association (APNA).

APNA will accept Virtual Exhibit and Sponsor Applications/Contracts on a first-come, first-served basis; please complete and return your form, including full payment as soon as possible. Mail completed form and your money order, credit card, or check (drawn on a US bank in US dollars and made payable to "APNA") to:

APNA
Attn: Denise Stone
3141 Fairview Park Drive, Suite 625
Falls Church, VA 22042

Please note that APNA is unable to accept purchase orders for exhibit space or marketing opportunities. All products and services displayed at the APNA annual conference shall be directly related to the APNA mission and must be of professional or educational benefit or interest to conference participants.

- APNA reserves the right to determine the eligibility of prospective exhibitors/sponsors. Eligibility will be determined following receipt of a completed Application/Contract. Additionally, APNA reserves the right to reject or require modification of any display or demonstration that, at APNA's sole discretion, is not in keeping with the character of APNA events.
- No exhibitor/sponsor shall sublet, assign or share any part of their display without prior written consent from APNA.
- No refunds will be issued for cancellations received after May 8, 2020.
- No cash transactions will be permitted within the virtual exhibit hall. The displaying or quoting of inflated list prices on merchandise is also not be permitted.
- Advertising material of companies other than those that have paid for exhibits/sponsorships, is prohibited. Solicitation of business or other conferences are strictly prohibited.
- All questionnaires and giveaways must have prior approval by APNA. Samples of proposed questionnaires and/or giveaways must be submitted to APNA by September 4, 2020.
- Insurance and liability are the full and sole responsibility of the exhibitor/sponsor. This contract shall not constitute or be considered a partnership, joint venture, or agency between APNA and the exhibitor/sponsor.
- Each exhibitor/sponsor agrees to protect, save and hold APNA and selected service providers as well as

all of these entities owners, agents, contractors and employees (hereinafter collectively called Indemnities) forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitor or those holding under the exhibitor. Further, each exhibitor/sponsor shall, at all times, protect, indemnify, save and hold harmless indemnities against and from any and all the losses, costs (including attorneys' fees), damage, liability or expenses arising from or out of, or by reason of, any accident or bodily injury or other occurrence to any person or persons, including the exhibitor, its agents, employees and business invitees, which arise from or out of, or by reason of said exhibitor's occupancy and use of the exhibition premise or a part thereof.

- Force Majeure: In the event of cancellation of the virtual conference by APNA due to acts of God, war, strikes, government regulation or advisory (including travel advisory warnings by the government or World Health Organization), civil disturbance, terrorism or threats of terrorism in the United States as substantiated by governmental warnings or advisory notices, curtailment of transportation, disaster, fire, earthquakes, hurricanes, Venue infestation of any kind, shortages or disruption of the electrical power supply causing blackouts or rolling blackouts (in the city where the Conference is located), making it commercially impracticable, illegal, or impossible to fully perform under this contract or other causes beyond the control of APNA, APNA will refund the exhibit/sponsor fee less a 7% administrative fee.
- Unethical conduct or disregard for any rules stated herein, on the part of an exhibitor/sponsor, his or her representatives or both will be considered just reason for APNA to remove the any/all information about the exhibitor/sponsor from the virtual exhibit hall and the virtual conference platform, and to prohibit the exhibitor/sponsor from participating in future APNA conferences. In this event, it is agreed that no refund shall be made by APNA and that no demand for redress will be made by either the exhibitor/sponsor or his or her representatives.
- Exhibitors are responsible for and shall adhere to the Food and Drug Administration regulations on the promotion of investigational and pre-approved drugs and devices. For further information on FDA compliance, visit the FDA's website: www.fda.gov.

Questions... contact Denise Stone for additional information on the Annual Conference at dstone@apna.org or 571.499.5642 or visit the APNA conference website at www.apna.org/AnnualConference.