



CSRC 51st Annual Convention
June 4-6, 2019
Pechanga Resort, Temecula, CA

Exhibitor Guidelines

1. **Management:** The California Society for Respiratory Care is herein referred to as CSRC.
2. **Event Location:** Pechanga, California, 45000 Pechanga Pkwy, Temecula, CA 92592
3. **Hotel Reservation Information.**

Reservations by Phone: call 888-732-4264 Mention code: 6040016	\$179.00/night Rate guaranteed to May 2, 2019, subject to availability. Room rate is available until block is filled or by cutoff date, whichever is first. Special rate may not be honored after May 2, 2019. <i>Hotel room rates are subject to governing taxes.</i>
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4. **Payment. All exhibit space must be paid in full by June 1st, 2019.**

Provisions. One 6' draped table and 2 chairs. All exhibit space is the same size. Actual space location to be determined by CSRC.

- PLEASE ADVISE CSRC IF THERE IS A COMPANY THAT YOU WOULD PREFER TO BE NEXT TO OR NEARBY; ALTERNATIVELY, ARE THERE COMPANIES YOU WOULD NOT WANT TO BE NEAR.

Electrical Power. Fee \$175 for the full event.

- Electricity in the exhibit hall must be ordered from CSRC and will be provided by Pechanga.

Storage. Pechanga has limited storage space. Contact CSRC for information about shipping your booth exhibits and materials.

- Shipments sent directly to the hotel will be charged at rates determined by Pechanga.

5. Items must not arrive sooner than 3 days ahead of event. For additional shipping information contact CSRC at office@csrc.org or call 888-730-2772. The CSRC and Pechanga Resort are not responsible for items shipped directly to the Hotel or paying for such charges.

6. **Cancellation Policy.** *There will be a 50% cancellation fee for cancellations received before May 20th™ and no refunds thereafter. All cancellations must be received by CSRC headquarters in writing at 3868 Howe St. #1, Oakland, CA 94611.*

7. **Exhibit Setup, Hours and Teardown.**

Mon. June 3, 2019	1:00pm – 8:00pm	Vendor Set-up
Thurs. June 6, 2019	10:00am – 12 noon	Teardown

No company may dismantle their booth prior to 10:00am, June 6, 2019 unless approved with the CSRC. All exhibitors must clear the event area by noon, June 6, 2019.

- 8. Exhibitor Badges, Personnel and Conduct.** Each company is permitted to have **two (2)** representatives at the exhibit space at no additional charge. No blank badges are allowed. Companies needing additional badges must register each additional person with the show management, at a fee of \$100.00 each. Full payment for additional badges must be received in advance, and the request for additional representatives received in writing prior to the show. On site badges will be prepared throughout the event. At least one representative from each exhibiting company must be present in the assigned location during exhibit hours.
- 9. Continuing Education Credit.** Exhibitors are invited to attend all lectures and all social events. Two (2) representatives will be allowed to receive continuing education credit as part of the booth rental provided the representatives: **1) are members of CSRC in good standing; 2) are included in the exhibitor's list of pre-registered representatives; and 3) the representative completes the post test.**
Any representatives who are not members of the CSRC requesting continuing education credits must become a member during the meeting.
- 10. Compressed Gas Cylinder Regulations. No compressed gas in cylinders is allowed. Please make arrangements for air compressor only.**
- 11. Right to Refuse Service.** CSRC reserves the right to revoke or deny exhibit privileges to any person or company who refuses to comply with the terms and conditions of the Exhibitor Regulations or for any other reason deemed by CSRC necessary to eliminate exhibitor conduct which, in CSRC's estimation, may interfere with its Annual Meeting.
- 12. Indemnification.** The exhibitor assumes the entire responsibility and liability for losses, damage, and claims arising out of injury or damage to company's personnel, displays, equipment, and other property. The company understands this indemnification extends to all causes and wherever any injury may occur and agrees to indemnify and hold harmless the agents, servants and employees of CSRC from any and all such losses, damages, and claims except for such injury or loss as may be proximately caused by willful and malicious conduct on the part of any agent, servant, or employee of CSRC.
- 13. Force Majeure.** Neither party shall be liable for any delay or failure to perform its obligations due to the occurrence of a force majeure event (including, without limitation, strikes, shortages, riots, insurrection, fires, floods storm, explosions, acts of God, war, civil unrest, acts of terrorism, earthquakes, or any other similar event in the areas in which the services are performed), (ii) or any material condition beyond such party's reasonable control (whether foreseen or not). The CSRC shall have no liability for power disruptions of any kind.

The above rules and regulations are enforced so that all exhibitors can operate efficiently. It is the responsibility of the company to be sure that his/her staff is aware of the CSRC show rules and adhere to them. For questions please call the CSRC Executive Office at (888) 730-2772.