



POMA District VIII 38th Annual Educational Winter Seminar Tabletop Display Contract January 23-26, 2025 • Seven Springs Mountain Resort, Seven Springs, PA

Tabletop Display Information & Rates:

The fee for one tabletop display is \$1,200. Tabletop displays include one 6-foot table, two exhibit staff registrations, two chairs and a wastebasket. Exhibit companies agree to accept exhibit space placement as determined by the Exhibit Chairman. Exhibit companies agree to abide by the terms and conditions as outlined in the exhibitor letter, which accompanies this contract. A maximum of four exhibit staff members are permitted in the exhibit space at one time. Additional exhibit staff registrations are available at a cost of \$125 per person. Exhibit space is confirmed with a completed contract and full payment.

The POMA District VIII Exhibit Hall will be open:

- Thursday, January 23..... 1:00 - 6:00 pm
- Friday, January 24..... 7:30 am - 2:30 pm
- Saturday, January 25..... 7:30 am - 1:30 pm

Exhibit personnel may set up their tabletop displays on Thursday, January 23 between 10:00 am - 12:00 pm. Teardown can begin after 12:00 pm on Saturday, January 25. Early breakdown of displays is strictly prohibited.

Exhibitor Registration Information:

Company Name _____ Quantity of Displays: _____

Primary Contact Name _____

Office Address _____

City _____ State _____ Zip _____

Cell Phone Number () _____ E-mail Address _____

Products or services to be exhibited: _____

We wish to be in close proximity to the following companies: _____

We do not wish to be in close proximity to the following companies: _____

Names of Two On-Site Exhibit Staff Representatives (included with exhibit registration)

1. _____ 2. _____

Names of Additional Exhibit Staff Representatives (additional representatives at \$125 per person)

Agreement to Health & Safety Protocols:

- POMA and District VIII are committed to taking precautions that provide a safe environment for all event participants. All participants are expected to adhere to the health and safety protocols of Seven Springs and the CDC. Further details regarding protocols will be provided to participants closer to the time of the conference. By checking this box, you are acknowledging that you are agreeing to then current guidelines and safety precautions, as well as any changes that may occur.

Agreement to Not Hold Events During POMA District VIII Conference:

- POMA must comply with the AOA and ACCME accreditation rules which clearly state it is not permissible for exhibitors and sponsors to hold events (lectures, meals, social gatherings, etc.) at times that conflict with POMA District VIII conference scheduled events. POMA District VIII reserves the right to limit or deny approval for such functions. By checking this box, you are acknowledging that you will not hold events that compete, or take precedence over POMA District VIII conference activities.

Method of Payment:

I would like to pay by:

- Check made payable to "POMA"
 Visa Mastercard American Express Discover

Billing name if different than above: _____

No.: _____ Exp.: _____ CVV: _____

Billing address if different than above: _____

Number of Tabletop Displays at \$1,200 Each: _____ Number of Additional Representatives at \$125 Each: _____

TOTAL AMOUNT DUE: _____

For POMA Office Use Only	
Check #	_____
Amount	_____

PLEASE RETURN TO:

POMA District VIII c/o James Eirkson, District Program Manager
 1330 Eisenhower Boulevard, Harrisburg, PA 17111
 Telephone – (717) 939-9318, ext. 190 Fax – (717) 939-7255 E-mail: jeirkson@poma.org