



# Nationwide Children's Hospital

Interprofessional Education and Conferencing  
Conference Center, Second Floor  
520 Butterfly Gardens Drive, Columbus, Ohio 43215  
Phone - 614.355.0650  
[www.nationwidechildrens.org](http://www.nationwidechildrens.org)

## EXHIBITOR AGREEMENT

**Facility Location:** Nationwide Children's Hospital Conference Center – 520 Butterfly Gardens Drive

**Conference/Event:** 4<sup>th</sup> Annual Pediatric Dermatology Symposium

**Date:** Friday, September 26, 2025

**Nationwide Children's Hospital Contact:** Tammy Hudson, tammy.hudson@nationwidechildrens.org

*Please TYPE or PRINT and return a signed copy to Nationwide Children's Hospital no later than Friday, September 5, 2025, by 11:00 p.m. eastern standard time.*

<b>Exhibitor Name</b>		
Address		
City	State/Country	Zip Code
Phone	Web site	
Contact Name	E-mail (Required)	
Contact Title		
<b>Exhibitor Level:</b>		
<input type="checkbox"/> <b>Gold Exhibitor Level - \$1,000</b> <ul style="list-style-type: none"> <li>Up to 3 representatives</li> <li>2 5-ft tables, 3 chairs</li> <li>Location selection</li> <li>Accessibility to electricity</li> <li>Name recognition at event</li> <li>Name recognition in marketing materials as accreditation guidelines and timing allow.</li> </ul> <b>Electrical access is available at this level. Please check if electrical access is needed</b> <input type="checkbox"/>		
<input type="checkbox"/> <b>Silver Exhibitor Level - \$800</b> <ul style="list-style-type: none"> <li>Up to 2 representatives</li> <li>1 5-ft table, 2 chairs</li> <li>Standard location</li> <li>Name recognition at event</li> <li>Name recognition in marketing materials as accreditation guidelines and timing allow.</li> </ul> <b>Note: No electrical access is granted at this level.</b>		
<input type="checkbox"/> <b>Bronze Exhibitor Level - \$500</b> <ul style="list-style-type: none"> <li>1 representative</li> <li>1 5-ft table, 1 chair.</li> <li>Standard location</li> <li>Name recognition at event</li> <li>Name recognition in marketing materials as accreditation guidelines and timing allow.</li> </ul> <b>Note: No electrical access is granted at this level.</b>		

**Additional Representative\* - \$75**

- Each additional representative beyond level of inclusion is \$75

\*If additional representatives show up the day of the Event, the Exhibitor will be charged a \$100 fee per representative with exception to substitutions.

\$75 per each additional representative beyond level of inclusion: \_\_\_\_\_ Representatives x \$75 = \$\_\_\_\_\_

Representative #1 Name (Included for all levels): \_\_\_\_\_

Representative #2 Name (Included for Gold and Silver): \_\_\_\_\_

Representative #3 Name (Included for Gold): \_\_\_\_\_

Representative #4 Name (Additional \$75): \_\_\_\_\_

**Exhibitor Space Information:**

Brief Exhibit Description **(Required)**:

**Shipping Information:**

The Conference Center requires an NCH badge for entrance, but the exhibit area will not otherwise be locked. There are no locked storage areas and limited storage in the mail drop off area.

**Total Amount Due = \$ \_\_\_\_\_**

**(See Payment Information and Payment Terms below)**

**Additional Notes:**

**Payment Information**

Payment in full will be accepted in the form of a credit card or a check. Agreements received without payment will not be assigned any Exhibitor space.

☐ Credit Card: Online payments can be made via \_\_\_\_\_\*

Confirmation will be provided upon receipt of payment.

\*Send executed Agreement via email to the email address indicated in Section 1:

☐ Check # \_\_\_\_\_\*

Payable to: Nationwide Children's Hospital

Attn: **John Brunner**  
Education Building, Suite E2D  
700 Children's Drive  
Columbus, OH 43205

Memo line: **2025 Dermatology Conference**

\*Send check and executed Agreement together to the above address.

☐ ACH Transfer

**1. Payments Terms:** Exhibitor space is limited, and Exhibitor space is not guaranteed until this Agreement is fully executed and full payment is received by [CLICK HERE & INSERT DUE DATE] . If outstanding balances are not received by this date, Nationwide Children's Hospital reserves the right to cancel the Exhibitor's booth space. This Agreement can be sent via E-mail to: [CLICK HERE & INSERT EMAIL ADDRESS] by the due date.

**2. Exhibitor Timeline:** The Exhibitor timeline is provided below. Access to the Exhibit Hall/Facility during move-in and move-out times are restricted to the designated hours below. All times are listed in Eastern Time Zone, Columbus, Ohio:

**Exhibit Hall Hours:**

Friday, September 26, 2025, 7:30 a.m.- 3:00 p.m.

**Schedule breakdown**

6:30AM-7:30 a.m. check-in and breakfast

10:30-10:45 a.m. break

12-12:45 p.m. lunch

1:15-1:30 p.m. break

2:30-2:45 p.m. break

**Move-in Hours:**

Friday, September 26, 2025, 6:30-7:30 a.m.

**Move-out Hours:**

Friday, September 26, 2025 2:45-4:30 p.m.

**3. Facility Policies:**

**a. General:**

(i) Exhibitor is expected to dispose of all trash and vacate the designated area in the same condition as was originally provided.

(ii) Smoking and tobacco products are not permitted in or around Nationwide Children's Hospital property.

(iii) Nationwide Children's Hospital is a weapons free zone. No weapons are permitted unless approved in advance.

**b. Signage/Decor:** No signage, décor or props shall be posted, nailed, screwed or otherwise attached to the walls, floors or other parts of the Facility or furniture. Glitter, stickers, streamers, coloring materials, paint, glue, confetti, latex and helium balloons are also not permitted. Any equipment, props, displays or signage and its location in the Facility must pre-approved by Nationwide Children's Hospital prior to the Event and must meet the guidelines of the Fire Marshall's Office and Nationwide Children's Hospital's safety policies.

**c. Wi-Fi:** Complimentary Wi-Fi will be provided to Exhibitor throughout the Facility, including the exhibit space.

**d. Storage:** Fire regulations prohibit the storing of products, literature, empty packing containers, or packing materials behind an exhibit booth/drape. If these items do not impede

access to utility services, create a safety problem, or look unsightly, Exhibitors may store a limited supply of literature or products appropriately under their designated table area.

- 4. Damages:** Nationwide Children's Hospital reserves the right to inspect and control all functions of the Event at the Facility. Exhibitor is responsible for the actions of its employees under the Exhibitor's control. Exhibitor will be charged for any damages, repairs, or replacement costs of lost or damaged to Facility caused by Exhibitor.
- 5. Liability:** Exhibitor shall defend, indemnify, and hold harmless Nationwide Children's Hospital, and its affiliates entities, medical and professional staff, employees, trustees, directors, officers, agents and their respective successors, heirs and assigns, from and against all losses, expenses (including attorney's fees), damages and liabilities resulting from or arising out of (i) Exhibitor's negligent or willful misconduct, acts or omissions; or (ii) injury to person (including death) or damage to property caused by Exhibitor, its employees or agents.
- 6. Insurance:** Exhibitor shall procure and maintain general liability coverage to cover its indemnification obligations herein. Exhibitor will provide Nationwide Children's Hospital with proof of its general liability insurance coverage.
- 7. Parking:** All Exhibitors will park in the Silver Parking Garage located at 500 Butterfly Gardens Drive adjacent to the Facility at the rates set forth in the parking garage. Parking validations can be purchased through Facility.
- 8. Security:** Nationwide Children's Hospital is not responsible for any loss or damage, no matter how caused, to any samples, displays, properties or personal effects brought into the Facility, and/or for the loss of equipment, exhibits or other materials left in the Facility. Any personal property of Exhibitor or Exhibitor's guests or invitees brought into the Facility and left thereon, either prior to or following the Event, will be at the sole risk of the Exhibitor. Exhibitor acknowledges that Nationwide Children's Hospital does not maintain insurance covering Exhibitor's property and that it is the sole responsibility of Exhibitor to maintain insurance coverage for such losses.
- 9. Compliance with Laws:** Exhibitor shall comply with all applicable federal, state, and local laws, rules, and regulations, including but not limited to the American with Disabilities Act, and shall operate so that all licenses, permits, consents, and approvals are obtained and maintained from all governmental agencies that have jurisdiction over the Exhibitor.
- 10. Privacy:** Nationwide Children's Hospital does not sell or share its Exhibitor or attendee list with any third parties.
- 11. Photography and Video Recording:** Events in this Facility may be recorded visually and audibly. By participating in this event, the Exhibitor authorizes Nationwide Children's Hospital and its affiliated entities, its agents, employees, assigns and contractors, to use the Exhibitor name, photograph, video recording, and/or audio recording for the limited purposes of promoting, advertising, or summarizing the Event which it is a part of, educational purposes, and internal Nationwide Children's Hospital's uses. If the Exhibitor does not consent, or have questions, please notify the Nationwide Children's Hospital's Coordinator prior to the start of the Event.
- 12. Publicity:** Exhibitor will not disclose use Nationwide Children's Hospital's name, trademark, servicemark or logo in any publicity, advertising or announcement, without Nationwide Children's Hospital's prior written consent.

**13. Independent Contractors:** Both parties are independently contracting parties. Nothing in this Agreement shall constitute, be construed, or create an employment or agency relationship, a partnership, or a joint venture among the parties.

**14. Force Majeure:** Failure of any party to perform its obligations under this Agreement shall not subject such party to any liability to the other if such failure is caused by acts beyond such party's control such as but not limited to acts of God, fire, explosion, flood, drought, outbreaks of disease, epidemics, pandemics, war, terrorism, riot, sabotage, embargo, strikes or other labor trouble (other than a party's own workforce), or compliance with any order or regulation mandated by a government entity. The non-performing party shall promptly notify the other party of such failure and take action to correct such failure as soon as possible. In the event the Facility is unable hold the Event due to a government mandated order, Exhibitor shall be entitled to a credit of any monies paid in advance to be used for rescheduling of the Event.

**15. Governing Law:** This Agreement, and the rights of the parties hereunder, shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio.

**16. Entire Agreement:** This Agreement includes all of the terms agreed to by the parties. All prior agreements, verbal or written, are no longer effective once this Agreement is signed by the parties. If any provision of this Agreement is unenforceable under applicable law, the remaining provisions shall continue in full force and effect.

The parties have caused this Agreement to be executed by duly authorized representatives of the parties as of the later of the dates specified below.

**NATIONWIDE CHILDREN'S HOSPITAL**

[CLICK HERE & INSERT EXHIBITOR'S LEGAL NAME]

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_