



**2019 NTM/Bronchiectasis National Physician/Patient Conference  
May 17, 2019 Gaylord Texan Resort, Grapevine, Texas**

**EXHIBIT OPPORTUNITIES**

**(Conference Sponsors: please check the Sponsor Benefits sheet to see what exhibit space is already included.)**

**EXHIBIT BOOTHS:** Exhibit booths are available for **\$1,000** per booth. Each booth space is 10' x 10' and comes furnished with one six-foot skirted table, two chairs, a waste basket and an ID sign.

**EXHIBIT TABLES:** Exhibit tables may be purchased for **\$500** per table and include one six-foot skirted table, two chairs, a waste basket and an ID sign. **Nonprofit organizations** may purchase one booth space at a 50% discount or an exhibit table at discounted rate of **\$250.00**.

**EXHIBIT SPACE ASSIGNMENT:** NTMir will assign exhibit booth space based on exhibitors' sponsorship level and booth availability. NTMir reserves the right to make changes to the floor plan of booths as may be deemed necessary, at its sole discretion.

**PAYMENT AND CONTRACT:** NTMir accepts payment by credit card or check. Please see the Exhibitor Contract for payment details. Please return signed contracts by mail to Attn: NTMir Conference Exhibits, 1550 Madruga Avenue, Suite 230, Coral Gables, Florida 33146 or by email to [traceysperry@ntmir.org](mailto:traceysperry@ntmir.org). Contracts and payments are requested by **Monday, March 5, 2019**.

**EXHIBITOR REGISTRATION:** Please be sure all of your exhibitors and any others attending register online at: [www.ntminfo.org](http://www.ntminfo.org). Also, please do not forget to make your [hotel reservations](#) as we anticipate a sold-out conference.

**CANCELLATION:** Full refunds will be made for cancellations if NTMir is notified at least 60 days prior to installation day.

**EXHIBIT INSTALLATION AND DISMANTLING; EXHIBIT HOURS**

Thursday, May 16<sup>th</sup>, 6:00 p.m. - 10:00 p.m. Exhibitor and freight move in/setup

Friday, May 17<sup>th</sup>, 6:00 p.m. – 8:00 p.m. Exhibitor move out

Due to safety concerns, exhibitors are not permitted to break down until 6:00 pm on Friday, May 17.

**EXHIBIT HALL OPEN HOURS: Friday, May 17, 7:30 a.m. 6:00 p.m.**

**LIABILITY:** The exhibitor shall be fully responsible to pay for any and all damages to property owned by the Gaylord Texan Resort & Convention Center, its owners or managers which result from any act or omission of the exhibitor. The exhibitor agrees to defend, indemnify and hold harmless NTMir and the Gaylord Texan Resort & Convention Center and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The exhibitor understands that neither NTMir nor the Gaylord Texan Resort & Convention Center maintain insurance covering the exhibitor's property and it is the sole responsibility of the exhibitor to obtain such insurance.

**SAFETY REGULATIONS:** Exhibitors must adhere to all municipal and state laws, rules and regulations. All drapes, table coverings and other materials must comply with fire department regulations.

**SECURITY:** The exhibit hall is in a hotel; however, security will not be provided when the exhibit hall closes, nor is there locked storage available. Neither NTMir nor the Gaylord Texan Resort & Convention Center can be held responsible for the safety or security of any exhibit materials.

**OUTSIDE ACTIVITIES:** Exhibitors are not permitted to raise funds for any purpose other than NTMir nor engage in aggressive sales of any kind.

**SIGNAGE:** Companies are not permitted to produce or post their own signage outside of their own booth space.

**CONTACT INFORMATION:** For additional information about sponsorship or exhibits, please email Tracey Sperry, Chief Development Officer at [traceysperry@ntminfo.org](mailto:traceysperry@ntminfo.org).

**BOOTH ORDERS:** Should you need electricity or other items not listed above, please complete the exhibitor order form (attached) and work directly with the Gaylord Texan Resort & Convention Center.

**DRAYAGE AND SHIPPING INFORMATION:** Will be provided upon signed exhibitor contract.