



March 18, 2010

Friends of the Colorado Pharmacists Society:

We warmly invite you to the:

**2010 CPS Annual Summer Meeting
Friday, June 18, 2010
Lake Shore Lodge
Estes Park, Colorado 80517**

The Exhibit Hall will be the central feature of our Annual Summer Meeting complemented by a well-rounded educational program including clinical and disease management issues.

The Annual Summer Meeting will be held in the scenic Lake Shore Lodge which is located on the north shore of Lake Estes. The Annual Summer Meeting will afford many opportunities to network, both in the Exhibit Hall and during the social activities. More details about the hotel and Estes Park are available on the CPS website www.copharm.org.

Since exhibit space will be limited, don't miss this opportunity by completing and returning the enclosed *Contract for Exhibit Space* to the CPS office as soon as possible. Please read the attached materials for other important details.

Thank you for your continued support of Colorado Pharmacists Society. Once again, we ask for your support of this event through the purchase of exhibit space and/or program sponsorship. We look forward to having you with us in June!

Sincerely,

Val Kalnins
Executive Director
Colorado Pharmacists Society

CONTRACT FOR EXHIBIT SPACE
 2010 CPS Annual Summer Meeting
 Estes Park, Colorado

Company _____
Contact _____
Contact's Title _____
Address _____
City, State Zip Code _____
Phone & Fax _____
Email _____

I agree to abide by this contract for exhibit space which includes the provisions stipulated in the Exhibitor Contract Conditions, Rules and Regulations. This contract shall be governed by the laws of the State of Colorado. I understand that the registration fee WILL NOT be refunded in the event that we do not exhibit.

Signature: _____ Date: _____

REGISTRATION

<u>Quantity</u>	<u>Item</u>	<u>Fee</u>	<u>Amount Due</u>
___	Registration (6' Tabletop Exhibit Space)	\$650	\$
___	Additional Representatives (>2)	\$20 each	\$
			\$ _____

Check Enclosed (payable to "CPS")
 Or Charge to: MC VISA AMEX
 Cardholder's Name (*print*): _____

TOTAL AMOUNT DUE
\$

Card Number: _____

Expiration: _____ Cardholder's Signature: _____

RETURN CONTRACT WITH PAYMENT BY JUNE 10, 2010 TO:

Colorado Pharmacists Society
 6825 E. Tennessee Ave. #440, Denver, CO 80224
 (303) 756-3069 (303) 756-3649 FAX CPS Tax ID # 84-0394763

EXHIBITOR GENERAL GUIDELINES
CPS 2010 Annual Summer Meeting
 Lake Shore Lodge, Estes Park 80517

EXHIBIT HALL	
Exhibit Hall	Exhibit Hall features change annually to best accommodate the needs of exhibitors and conference participants. Input from previous meeting attendees indicated that it was more important to have quality time rather than more time to make the exhibitors' experience the most beneficial. No continuing education classes are scheduled during exhibit hall hours.
Exhibit Hours	12:00 – 2:00 p.m. Friday, June 18, 2010
NOTE:	Exhibit hours are subject to change pending schedule revisions; registered exhibitors will be notified.
EXHIBIT SPACE	
Exhibit Preference	CPS will finalize exhibit space assignments one week prior to the Annual Summer Meeting and you will be notified of your exhibit assignment upon arrival at the Exhibit Hall.
Exhibit Setup/Teardown	Set-up will be from 10:00 to 11:30 a.m. on Friday June 18, 2010 Teardown will begin at 2:15 p.m. Friday, June 18, 2010
Exhibit Space	Each exhibitor will be provided with a 6' table. <i>Exhibit space will be accepted on a first-come, first-served basis.</i>
FEES and PAYMENTS	
Changes	Please notify the CPS office via FAX at (303)756-3649 of any changes in exhibitor personnel by Friday, June 11, 2010. After June 11, 2010, name changes are charged at the \$20 rate. PERSONNEL OF NON-EXHIBITING COMPANIES ARE NOT PERMITTED IN THE EXHIBIT HALL.
Exhibit Fees	The 2010 exhibit fee of \$650 includes one 6' table and admission to Exhibit Hall functions for up to two (2) representatives from your company.
Exhibit Representatives	The Exhibit fee includes Exhibit Hall admission for up to two (2) of your company's representatives. Exhibitor admission includes a name badge and covers catered meal functions in the Exhibit Hall. Each additional representative after the first two registered, will be charged \$20 per person which helps to cover additional overhead and catered meal functions in the Exhibit Hall. Representatives are invited to participate in education sessions on a space available basis.
Payment	CPS accepts payment by check, MasterCard, VISA or American Express. <i>Contracts for exhibit space will be accepted on a first-come, first-served basis.</i>
Sponsorships	A variety of sponsorship opportunities are available or we can customize a sponsorship to suit your budget. You are encouraged to consider this opportunity to maximize your time and visibility at the CPS Meetings. Please complete and return the enclosed <i>Sponsorship Agreement</i> form.
ADDITIONAL INFORMATION	
Hotel Accommodations	The Lake Shore Lodge will host this year's CPS Annual Summer Meeting. Reservations for accommodations should be made by contacting the Lake Shore Lodge . at 1-800-332-6867 and requesting the Colorado Pharmacists Society room block. Colorado Pharmacists rates are as low as \$119 and are guaranteed until Monday, May 16, 2010. After this date availability and rates are not guaranteed. Please make your reservations early!
Questions	If you have any questions not answered above, please phone the CPS office at (303) 756-3069 or e-mail Val at val@copharm.org. FAX number is (303) 756-3649.
Registrants	A list of names of the Annual Summer Meeting registrants will be provided to your company upon request.
Special Needs	CPS may assist in providing special needs for physically challenged representatives attending the Annual Summer Meeting. Please contact the CPS office at (303) 756-3069 by June 1, 2010.
Tax ID	CPS's tax identification number is 84-0394763

EXHIBITOR CONTRACT CONDITIONS, RULES & REGULATIONS

NATURE OF EXHIBITS: The CPS Annual Meeting Exhibits are intended to provide a showcase of products and services used in the pharmacy profession. CPS reserves the right to refuse to rent space to any company whose display of goods, products or services is not compatible with the general character and objectives of the Exhibition.

ASSIGNMENT OF SPACE: Spaces in the Exhibit Hall will be reserved and assigned on a first-receipt of contract with payment, first-served basis with due consideration to each exhibitor's utility requirements and all other matters relating to the successful conduct of the exhibits. If space is not available, a waiting list will be developed in the same order. CPS will refund all monies received with the contract to any applicant for whom space is not available.

SUBLETTING OF EXHIBIT & PROHIBITED USES: Exhibitors are prohibited from assigning or subletting any part of the space allotted to them, nor shall they exhibit or permit to be exhibited in their spaces any merchandise or advertising materials which are not a part of their own regular goods, products or services

DISMANTLING OF EXHIBITS: Exhibits are to be kept intact until the official closing of the Exhibit Hall. Teardown of exhibits will begin immediately on conclusion of the last exhibit session. If an exhibit is not removed promptly, CPS has the right to remove and store the exhibit at the expense of the exhibitor.

PAYMENT AND PROVISION IN CASE OF DEFAULT: If an exhibitor fails to pay when due any sum required by the Contract, or fails to perform any other term or condition of the Contract, or fails to observe and abide by these Contract Conditions, Rules and Regulations; CPS reserves the right to terminate the Contract immediately without refund of any monies paid.

CANCELLATION OF CONTRACT: Notice of cancellation of exhibit space must be in writing to the Colorado Pharmacists Society (CPS). No refunds will be made for cancellations.

INSURANCE & LIABILITY: Exhibitor acknowledges that the CPS, its members, officers, staff and management company and the Lake Shore Lodge do not maintain insurance covering Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain business interruption, property damage and personal injury insurance covering such losses by the Exhibitor.

The Exhibitor hereby further agrees to protect, indemnify, defend, save and hold harmless the CPS, its members, officers, staff and management company and the Lake Shore Lodge, their employees and agents against all claims, losses, and damages to persons or property, governmental charges or fines and attorney fees arising out of or caused by the Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of the Lake Shore Lodge or its agents. It is understood by the exhibitor that the nature of the facilities available, the presence or circulation of large number of people, the numbers of removable articles in many booths, and various other factors, make it mandatory that each exhibitor shall assume the risk of any such injury, loss or damage. The Exhibitor, by signing this Contract, thereby assumes such risk and expressly releases the above-named parties from all claims for any such loss, damage or injury.

The furnishing of security shall not be deemed to affect the non-liability of the above-named parties nor to modify in any way the assumption of risk and release provided for them.

In case said premises shall be destroyed by fire or the elements or by any cause, or in the case of Government intervention or regulation, military action, strikes or if any other circumstances make it impossible or inadvisable for CPS to hold the Annual Summer Meeting and Exhibit, then and thereupon the Contract shall terminate and the exhibitor shall waive any claim for damages or compensation, except the pro rata return of amounts paid for space, after the deduction of actual expenses incurred in connection with the Exhibit, and there shall be no further liability on the part of either party.

SPONSORSHIP AGREEMENT

2010 CPS Annual Summer Meeting

SPONSORSHIP RECOGNITION

Sponsorships are an excellent means of obtaining corporate visibility and ensuring support of the CPS Annual Summer Meeting. All sponsors are acknowledged in the program and the CPS newsletter.

Available opportunities

- ❖ Platinum Level — \$2,500 or more, entitled to a complimentary Exhibit in a preferred location in the Exhibit Hall *
- ❖ Gold Level — \$1,000 to \$2,499
- ❖ Silver Level — \$500 to \$999
- ❖ Bronze Level — Under \$500

Company _____

Contact _____

Address _____

City, State _____

Postal Code _____

Phone & Fax _____

EVENT or ITEM SPONSOR

We agree to sponsor the following

	<u>Full Sponsor</u>	<u>Co-Sponsor</u>	<u>Partial Sponsor</u>	<u>Amt Due</u>
Meal Functions	\$1,000.00	\$ 500.00	\$ 250.00	\$
Final Program Binder	\$1,000.00	\$ 500.00	\$ 250.00	\$
Refreshment Breaks	\$ 800.00	\$ 400.00	\$ 200.00	\$
<u>Event Amount</u>				\$ _____

SPEAKER SPONSORSHIP

We agree to sponsor a speaker and/or provide an unrestricted educational grant in the amount of \$_____ for the 2010 CPS Annual Summer Meeting.

Speaker's Name: _____

We agree to cover the following speaker expenses: _____ Payment to: _____

· Honoraria of \$_____ CPS Speaker

· Travel expenses not to exceed \$_____ CPS Speaker

· Accommodations not to exceed \$_____ CPS Speaker

Check Enclosed (payable to "CPS")
 Or Charge to: MC VISA AMEX
 Cardholder's Name (*print*): _____

Card Number: _____

TOTAL AMOUNT DUE

\$

Expiration: _____ Cardholder's Signature: _____

***Note:** Platinum Level Sponsors (\$2,500+) should complete and return the *Contract for Exhibit Space*.

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 (303) 756-3069 (303) 756-3649 FAX CPS Tax ID # 84-0394763