

The **2019** Kentucky Meeting:
Join us for a blast from the past!
Galt House Hotel



Meeting Prospectus for Exhibitors
August 15-18, 2019

Kentucky Dental Association · Galt House Hotel · Louisville



Exhibit Hall Hours

Friday, August 16, 2019 **Saturday, August 17, 2019**
9:30 a.m. - 5:00 p.m. 9:30 a.m. - 2:30 p.m.

Booth Pricing

Corner Booths
\$1,600

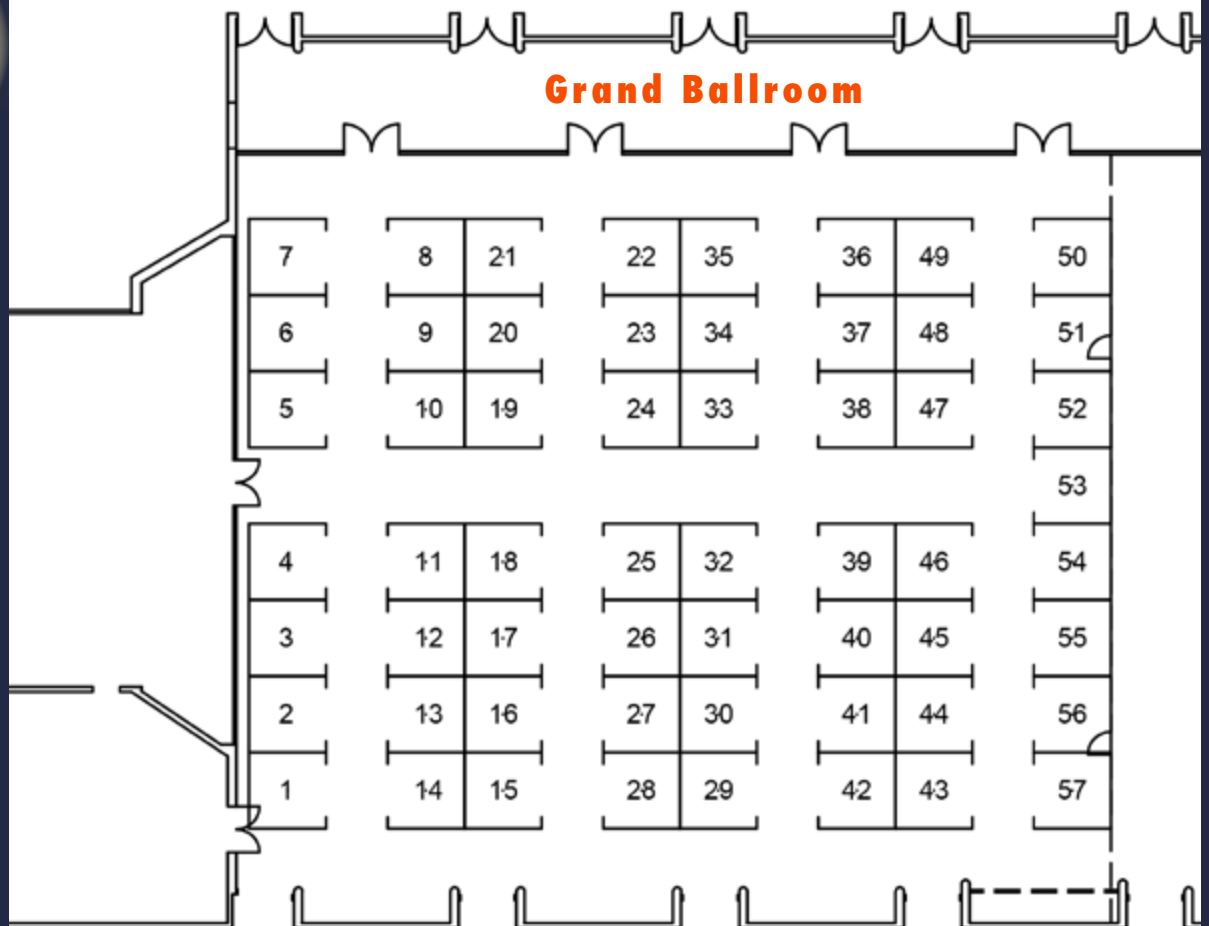
All other
\$1,350

Exhibit Hall is located in the **Grand Ballroom A** and the **Grand Hall** on the **Second Level** of the **Galt House Hotel**.

Booth Sizes

All booth sizes are
10' x 10'

Grand Ballroom



Ballroom Hallway/Exhibit Hall Lobby

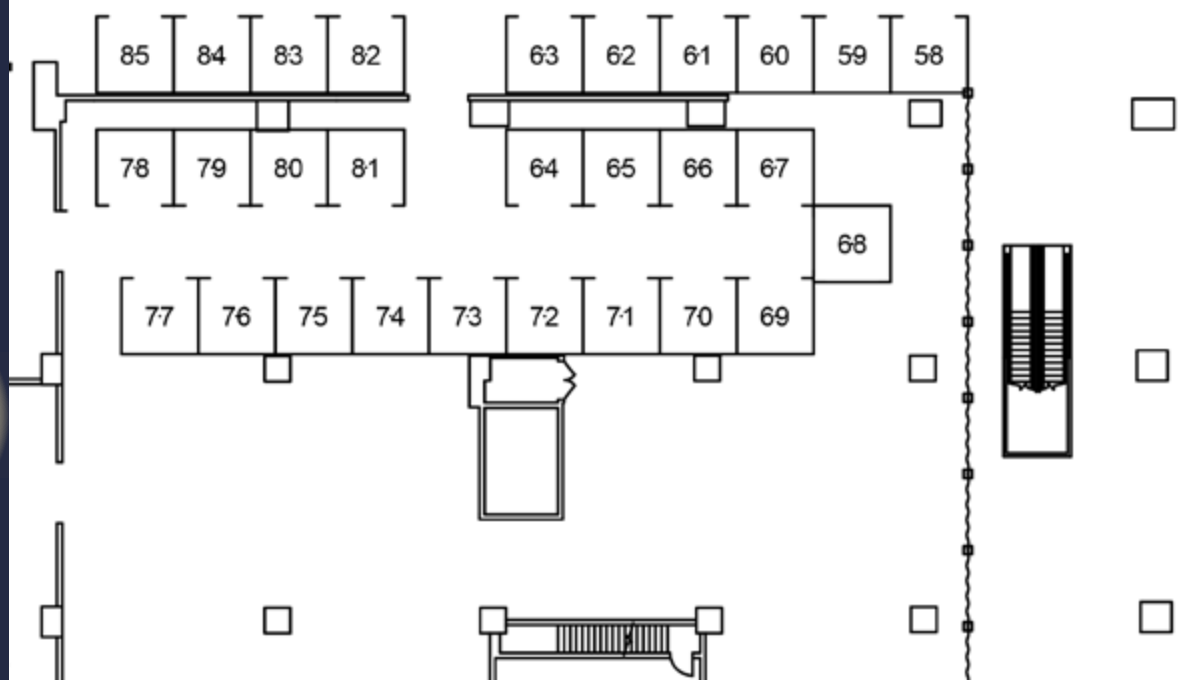


Exhibit Hours

The following is a schedule of the KDA Exhibit Hours. These hours are designed to give the attendee and exhibitor ample time to interact during the meeting.

Friday, August 16, 2019

9:30 a.m. - 5:00 p.m.

Saturday, August 17, 2019

9:30 a.m. - 2:30 p.m.

The exhibit hall will be available to EXHIBITORS ONLY for equipment assembly and general set up from 9:00 a.m. - 6:00 p.m. on Thursday, August 15, 2019.

Servicing by Fern Exposition & Event Services, the convention decorator, will be from 9:00 a.m. - 6:00 p.m., Thursday, August 15, 2019. Companies that dismantle their booth(s) before the posted show closing time without consent of show management may forfeit priority placement for the following year's show. All exhibits must be removed from the hall by midnight, Saturday, August 17, 2019.

Exhibit Arrangement

No signs or other articles shall be posted, nailed or otherwise attached to any of the pillars, walls, doors, etc., in such a manner as to deface or destroy them. No attachments can be made to the floors by nails, screws, or any other devices that would in any way damage or mar them.

Miscellaneous Regulations

Gasoline, kerosene, acetylene or other flammable or explosive substances will not be permitted in the building except by written permission of the management. Exhibits will be examined for these things, but failure to do so will not relieve the exhibitor from responsibility for having introduced them into the building. Exhibits in operation must be protected so that the dripping of oil on the carpet will not occur.

Cancellations/Penalties for Non-payment

All cancellations must be in writing. Cancellations received after June 3, 2019 will be assessed a \$700.00 administrative fee per booth.

No Refunds will be issued after July 1st.

Space not paid in full by June 3, 2019 is subject to cancellation or reassignment, without refund at the option of the Kentucky Dental Association.

Registration

Each person attending will be required to register and wear a badge, which will distinguish him/her as a member, exhibitor or visitor as may be required by the Rules and Regulations of the Kentucky Dental Association.



Badges will be made on-site only and representatives will need to verify that they are regular employees of the company. Parties asking admission as exhibitors without these credentials will be refused.

Visiting representatives of exhibitors will be given a badge on presentation of proper credentials to the chairman of exhibits.

Uncontrollable Eventualities

In the event of fire, strikes or other unavoidable circumstances rendering the building unfit for use, exhibit space contracts will not be binding.

Cooperation of Exhibitors Requested

The foregoing regulations with reference to exhibits have been formulated for the best interest of exhibitors and the hearty cooperation of our patrons is requested. All points not covered are subject to settlement by the Exhibit Chairman.

Non-solicitation Policy

With the exception of exhibitors operating with designated booth spaces, no attendee may solicit business on the exhibit floor or in any other Kentucky Dental Association convention space. Violation of this policy will result in immediate expulsion from the meeting.

Meeting Rules and Regulations

It is agreed that exhibitors and their agents will indemnify and hold harmless the Kentucky Dental Association and its agents from all liability, which might ensue from any cause whatsoever.

Dental Laboratories

Effective June 18, 2014, all dental laboratories doing business in Kentucky are required to register with the Kentucky Board of Dentistry. **The required registration fee is \$150 for each laboratory. Visit the Kentucky Board of Dentistry website at <http://www.dentistry.ky.gov/labs/> to register.**

Price of Space

This includes booth space, a stool, a sign, a free business card size ad (See ad supplement fact sheet for details), general illumination, police and watchmen.

Application for Space

Assignment - Reservations will be taken in the order of their mailing, determined by Post Office cancellation time and date stamped on your letter of application or email.

Contract for Space

Each exhibitor must execute a contract for the right to use the space allotted, and must forward such contract accompanied by a deposit of \$700.00 per booth space when application is made, and must pay the balance on or before June 3, 2019. Any application received without a deposit will be returned. Applications received after June 3, 2019 must be accompanied by payment in full. No space may be sublet without the written consent of the Exhibit Chairman.

Deposit for Space

A minimum of \$700.00 per booth space is payable immediately with application. The balance will be due June 3, 2019. Make personal or company checks payable to the Kentucky Dental Association. Fees will be assessed, up to the maximum allowed by law, for checks not honored by the bank. Visa and MasterCard are also accepted. No refunds of deposits will be made after June 3, 2019.

Care of Exhibits

Exhibit material must be set up by 9:30 a.m., Friday, August 16, 2019. All exhibit material should be sent with exhibitor's name and booth number to: Kentucky Dental Association Meeting, Fern Exposition & Event Services, 3752 Crittenden Drive, Louisville, KY 40209, where it will be held for release to you, not to the hotel, as they cannot provide storage. Exhibitors are required to arrange displays so as not to obstruct the general view or conceal other exhibits. It is suggested that exhibitors having large or bulky exhibits select wall space. No partitions other than those provided by the Association will be permitted.

Removal of Exhibits

To expedite the removal of exhibit materials, arrangements have been made with Fern Exposition & Event Services for the removal of all materials by Saturday evening.

Booths

The Chairman has secured booths for the exhibitors which will enhance the effectiveness, uniformity and beauty of the exhibits. A sign bearing the name of each individual exhibitor will be printed and placed above the allotted space.

Display Advertisement

Advertisements not meeting with the approval of the Exhibit Chairman must, upon the request of the Chairman, be removed.

Special Equipment and Alterations

Fern Exposition & Event Services, 3752 Crittenden Drive, Louisville, KY 40209, will be the official decorator for the 2019 Kentucky Dental Association Meeting. Exhibitors requiring special counters, decorations and furniture will be sent order forms from Fern Exposition & Event Services after the Exhibit Chairman has assigned booth spaces. Charges for these services will be made directly to the exhibitors, however, if you prefer to use your own furniture, you may do so at no additional cost. Exhibitors must use a credit card, personal check or corporate check for decorations, etc. ordered at the meeting. Fern Exposition & Event Services does not bill for these services. If you have any questions regarding the services provided by Fern Exposition & Event Services, you may reach them at (502) 367-0254.

Electrical Service

Order forms will be available with the Fern Service Kit.

Police

The Kentucky Dental Association will furnish police protection day and night, but will not guarantee exhibitors against loss of any kind. Nothing may be removed from the exhibit hall after 6:00 p.m. on Thursday, August 15th (Set-up day) and 5:00 p.m. on Friday, August 16th. The Galt House Hotel does not guarantee against any loss/stolen items.

Registration

Each person attending will be required to register and wear a badge, which will distinguish him/her as a member, exhibitor, visitor, etc.

Sales ABSOLUTELY NO CASH SALES ALLOWED.

Correspondence

All correspondence relative to exhibits should be directed to:

Kentucky Dental Association
Janet Glover, Director of Meetings
1920 Nelson Miller Parkway
Louisville, KY 40223
Phone: (502) 489-9121