



## 53rd Annual Convention The North Carolina Association of Rescue and EMS

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Mark your calendar now to attend the 53<sup>rd</sup> Annual Convention of the North Carolina Association of Rescue and Emergency Medical Services. The convention and trade show will be held at the Greenville Convention Center in Greenville, North Carolina, June 25 – 27, 2009.

This year, we have made arrangements for 8 vehicle spaces and 30 booth spaces. We are pleased to be able to return to 2006 pricing. Vehicle spaces will be available for \$400.00 each and booth spaces will be available for \$350.00 each. Fees include covered table, two chairs, wastebasket and registration for two representatives. Electrical service (120v) will cost \$50.00.

There is the potential to have more than 500 buyers visit the show over a two-day period. Exhibits will be held in the Greenville Convention Center. All vehicle displays will be inside the exhibit area.

Please complete and return the enclosed contract with payment. Space will be issued on a first come, first served basis.

As a bonus, your organization will receive a web link from both the NCAREMS and Upton Associates web sites directly to your web site at no additional charge. This link will be in effect from the time payment is received until 30 days after the convention; up to six months of free advertising. We encourage you to take advantage of this special offer. Many exhibitors have taken advantage of this service in years past and have received great results!

Arrangements have been made with the Greenville Hilton and the City Hotel & Bistro for sleeping rooms. Please contact the hotels directly to make your reservations. Let them know that you're with the Rescue association to receive the negotiated rates of \$99.00, plus taxes per night. Information and phone numbers are attached.

Exhibits will set up on Thursday, June 25, 2009 beginning at 12:00 Noon. No early move in will be allowed. The trade show will run through 12:00 Noon on Saturday, June 27, 2009. Additional information regarding move-in and set-up will be provided with confirmations.

Please contact me directly with additional questions.

Sincerely,

Jean U. Kirk, Meeting Manager  
Upton Associates  
919/872-2224  
jukirk@uptonassociates.com

## General Information

<b>Convention dates</b>	Thursday, June 25 - Saturday, June 27, 2009
<b>Location</b>	Greenville Convention Center
<b>Cost</b>	\$350.00 per 10' x 10' Booth Space \$400.00 per 10 'x 35' Vehicle Space Price includes draped table, two chairs, and a one-line booth sign, and registration for two exhibit personnel. \$50.00 per 120-volt outlet
<b>Security</b>	The exhibit hall will be secured each evening.
<b>Additional Equipment</b>	Greenville Convention Center will provide on-site decorating. Information about additional equipment will be provided with confirmations.
<b>Conference Registration</b>	Booth fees include registration for two people to attend sessions and other functions. Please provide names in the appropriate space on the enclosed contract.
<b>Deadline</b>	Contracts must be received and paid in full no later than Friday, May 29, 2009. Late fees will be incurred after this date.
<b>Confirmation</b>	Written confirmation of your booth assignment will be emailed to you upon receipt of your contract and full payment.
<b>Reservations</b>	Contact the hotels directly for sleeping room reservations. The rate is \$99.00 plus taxes, single or double occupancy. Ask for the Rescue Association rate! Greenville Hilton: 1-252-355-5000 City Hotel & Bistro: 877-271-2616
<b>Payments</b>	Checks for booth space and electricity should be made payable to: Upton Associates/NCAREMS
<b>Contact</b>	Jean Kirk, Meeting Manager Upton Associates PO Drawer 40399 Raleigh, NC 27629-0399 Phone: (919) 872-2224 * Fax: (919) 872-1598 Email: jukirk@uptonassociates.com. Website: uptonassociates.com

## TRADE SHOW SCHEDULE

### Thursday, June 25, 2009

12:00 pm - 7:00 pm Exhibit Set-up

### Friday, June 26, 2009

7:00 am - 8:00 am Exhibit Set-up  
8:00 am - 5:00 pm Exhibits Open  
12:00 pm - 1:00 pm AREA CLOSED

### Saturday, June 27, 2009

8:00 am - 12:00 Noon Exhibits Open  
12:00 Noon - 3:00 pm Exhibit Tear Down

**NC ASSOCIATION OF RESCUE AND EMS**  
**RULES AND REGULATIONS GOVERNING THE 2009 TRADE SHOW CONTRACT**

**1. RESERVATION FOR SPACE** will be made in the order in which signed contracts and full payment are received. Available space will be on a first-come, first served basis. NC Association of Rescue and EMS (NCAREMS) and Upton Associates reserve the right to relocate display areas for the benefit of the exhibitor and for the betterment of the trade show.

**2. BOOTH RATE, PAYMENT, AND CANCELLATION POLICY:** A standard booth space, 10' x 10', price is \$350.00; a 10' x 35' vehicle booth space is \$400.00. Each additional vehicle will require a separate booth. Full payment **must** be received with signed contract by **Friday, May 29, 2009**. Cancellations received in writing before **Friday, May 29, 2009** will receive a refund. No refunds will be given after **Friday, May 29, 2009**.

**3. DIMENSIONS AND LIMITATIONS:** Exhibits must not exceed 8 feet in height. Exhibits must be constructed so as not to obstruct the general view or the view of adjoining booths. Permission to display equipment taller than 8 feet must be obtained in writing from the Meeting Manager. The exhibitor will be advised of which booth locations will meet his/her requirements. Vehicle space must be used for vehicle display. Vehicles must not exceed space limitations.

**4. LIABILITY:** The exhibitor agrees to protect, save, and keep NCAREMS, Upton Associates, the Greenville Convention Center, and their representatives, employees and agents forever harmless from any and all damages or charges imposed for violation of any law or ordinance, whether occasioned by the negligence of the exhibitor or the representatives, agents or employees of the exhibitor or those persons acting under the express or implied authority of the exhibitor.

Exhibitor also agrees to comply with all applicable terms, conditions, rules and regulations of the Greenville Convention Center.

The exhibitor assumes complete responsibility and liability for all loss, damage, or destruction of his/her property. Employees, agents and guests of NCAREMS, Upton Associates, the Greenville Convention Center, any officer, agent or employee thereof will not be liable for any loss, damage or destruction of exhibitor's property for theft, fire, accident or any other cause. The exhibitor also assumes full responsibility and liability for all injury to any and all persons or property caused by the exhibitor its agents, representatives or employees.

The exhibitor will indemnify and hold harmless NCAREMS, Upton Associates, Greenville Convention Center, their members, directors, officers, agents, representatives, and employees against any and all liability whatsoever arising from any and all damage to property or personal injury or loss caused by the exhibitor, its agents, representatives, employees or any other such persons.

**5. INSTALLATION OF EXHIBITS WILL BEGIN** at 12:00 noon on Thursday, June 25, 2009 for all exhibitors. All exhibits **MUST** be completed no later than 8:00 am on Friday, June 26, 2009.

**6. SPACE NOT OCCUPIED BY** 8:00 am on Friday, June 26, 2009 will be forfeited by the Exhibitor and may be resold, reassigned, or used by NCAREMS/Upton Associates without refund.

**7. DISMANTLING:** Displays must be dismantled at the close of the Trade Show on Saturday, June 27, 2009 at 12:00 Noon. The Exhibitor authorizes NCAREMS/Upton Associates to remove, at the Exhibitor's expense, any material in the exhibit area belonging to said Exhibitor after 3:00 pm on Saturday, June 27, 2009.

**8. PROHIBITIONS:** Subleasing or assigning of booths or a part of a booth is not permitted. Exhibits, signs, or displays are prohibited in any of the public rooms or elsewhere on the premises of the Greenville Convention Center during the trade show. Aisle space may not be used for exhibit purposes, (including tables and chairs) displays or signs, solicitation or distribution of cards, circulars, samples, or other promotional materials.

**9. SOUND DEVICES:** The use of sound devices, megaphones, loudspeakers, or undignified methods of attracting attention is prohibited, where such methods interfere with other exhibitors.

**10. AMENDMENT TO REGULATIONS:** All matters and questions not covered by these regulations are subject to the decision of NCAREMS and Upton Associates. NCAREMS and Upton Associates shall have sole authority to promulgate, interpret, and enforce all rules and regulations, and to make any amendments necessary for the orderly conduct of the trade show.

