

Blue Ridge Dementia Care Conference

2023 BLUE RIDGE DEMENTIA CARE CONFERENCE EXHIBITOR GUIDELINES AND AGREEMENT

The 2nd Annual Blue Ridge Dementia Care Conference (BRDCC), is seeking out businesses, resources, and agencies to exhibit on a local level (Loudoun, Clarke, and Frederick counties) to professional and family caregivers for people living with dementia. The BRDCC, “**Navigating the Challenging Peaks and Valleys of Dementia Care**” will be held on Monday, October 9, 2023 at the *Our Lady of Victory Hall* which is adjacent to St. Francis deSales Catholic Church (SFDS), 37730 St. Francis Ct., Purcellville, VA 20132. The conference presentations will commence at 9:00am and end at 4:00pm. The facility will open at 7:30am for exhibitor set up and until 5:00pm for exhibitor tear down.

Upon receipt of exhibitor application, signed Terms and Conditions for Exhibiting, and payment to BRDCC coordinator, Carducci Caregiving Consulting (CCC), table(s) will be reserved for the exhibitor. Only one company name is permitted per exhibit table. BRDCC coordinator, CCC reserves the right to alter locations of exhibitors, however, all exhibitors will be along the perimeter of the conference space. **Exhibits must be staffed for the entirety of the conference** (9:00am-4:00pm). Out of respect for the conference speakers, early dismantling is not permitted.

EXHIBIT FEES

Each exhibitor will be provided one 5-foot x 2-foot rectangular table with two chairs located inside the conference area allowing the two exhibitor personnel the opportunity to fully participate in the conference. The cost for an exhibitor table is \$125 each. It is recommended that you reserve your exhibitor table(s) as soon as possible. Reservation would require signed copy of the Terms and Conditions and payment to ensure your table(s).

USE OF EXHIBIT SPACE

Exhibit space is assigned with the expressed understanding that it is to be used solely for the display of the services that the exhibitor provides to the dementia care community. Exhibitors are not permitted to sublet any part of their space.

- No exhibit material may extend beyond the boundaries of the exhibit space (add space behind the table).

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- Exhibits using technology demonstrations will keep sound at a level that is respectful of neighboring vendors and paused during conference speaker presentations.
- Should there be any questions as to the interference of any exhibit with other exhibits in the area, the final judgement will be made by the conference coordinators (CCC).
- No printed materials are to be posted outside the exhibitor's assigned space.
- Each exhibitor is responsible for keeping the aisles near its exhibit space free of promotional and/or demonstration material. There is plenty of room behind and underneath the table.
- All promotional material must be distributed from within the confines of the exhibitor's own contracted space.
- All decorations/displays must be free standing and not attached to the walls, ceiling, or light fixtures.

LIABILITY

It is expressly understood and agreed, and the exhibitor agrees by accepting this contract, that they will make no claim of any kind against the conference coordinators (CCC) and/or St. Francis deSales Catholic Church (SFDS), or any of their members or employees for any loss, damage to, or destruction of goods, or any injury that may occur to themselves or their employees while in/around the Our Lady of Victory Hall facility. It is further agreed that the CCC and/or SFDS shall not be held liable or responsible for and shall be indemnified and held harmless by exhibitor from and against all claims and damages of every kind including injury to, or death of any person or persons.

EXHIBIT SET UP/TEAR DOWN

Doors will open for BRDCC attendees at 8:15am. All exhibitors must have their table/area set up by that time to allow for full participation by conference attendees. **Exhibits must be staffed for the entirety of the conference (9:00am-4:00pm).** Out of respect for the conference speakers, dismantling prior to 4:00pm is not permitted.

DOOR PRIZES

It is requested that every exhibitor bring a door prize gift to the conference. Door prizes will be raffled by CCC through random raffle drawings at various times during the conference. Please submit a description and approximate value of your door prize to the BRDCC check-in desk or the conference coordinator. Winners will be directed to your booth to claim their prize. If you

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choose, you can provide a second prize that can be raffled off directly by you through connections made at your booth. You may notify winners directly or a message can be announced during the conference.

NETWORKING OPPORTUNITIES

We find that the most meaningful relationships begin in a more personal/social setting. Exhibitors are encouraged to actively engage with conference attendees.

CODE OF PROFESSIONAL CONDUCT

CCC reserves the right to require any exhibitor to remove all or any part of a display which, in their sole judgment is deemed to be misleading or deceptive, in poor taste, unsuitable or not in keeping with the character and objective of the BRDCC. Those who dismantle their displays prior to 4:00pm may not be invited to participate in future conferences.

ADDITIONAL ITEMS

- Alcoholic beverages are not allowed
- Smoking is not permitted inside any part of the facility. Smoking is only permitted in designated areas outside
- Vehicles are not permitted to park in any fire lanes or on any sidewalks
- No open flames (candles) of any kind are permitted.
- Exhibitors are expected to read and abide by the rules and regulations set forth in this document
- Your signature on the Exhibitor's Application binds you, your company and its agents to this contract.

You can either pay using PayPal via www.blueridgedcc.com website ("Become An Exhibitor" page) and email this signed form to exhibitor@blueridgedcc.com -or- send your check made out to **Carducci Caregiving Consulting** and signed agreement via USPS to:

BRDCC
17141 Magic Mountain Dr.
Round Hill, VA 20141

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Exhibitor Name: _____
Exhibitor Address: _____
Exhibitor Phone: _____
Exhibitor email: _____
Exhibitor Website: _____

Exhibitor POC: _____
POC Phone: _____
POC email: _____

Exhibitor Signature and Date: _____
Printed Name: _____
(Exhibitor signature is an agreement to the Exhibitor Guidelines)