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 **NNDS Exhibitor/Sponsor Policies**

The Northern Nevada Dental Society (NNDS) appreciates the support of its many corporate partners. We endeavor to provide a value commensurate with the sponsorship fees, and will work with our partners to facilitate their experience.

NNDS meetings and events are primarily provided for our member dentists. Corporate partners or sponsors are valued guests, but do not change the primary focus of our events. In order to preserve the appropriate expectations of our member dentists, and to protect the interests of our sponsors, the NNDS has placed these policies into effect as of June 1, 2013.

1. Exhibitors may not “share” exhibit table space. Any additional company exhibiting at/or sponsoring an NNDS event must pay the same fee as all other exhibitor/sponsors.

2. Exhibitors may not “visit,” “stop by,” or be an “invited guest” of a member nor otherwise attend an NNDS event without a prepaid sponsorship registration.

3. The NNDS makes every effort to make every exhibitor/sponsor feel welcome and to provide a good value for their participation. However, the NNDS does not guarantee market exclusivity for exhibitors at Member dinner meetings and/or continuing education courses, unlessprior authorization and approval is granted.

4. Corporate representatives are not eligible for “guest” status at NNDS events. “Guest” status is applicable only to dentists, dentist’s staff members, dental students, those specifically invited by the NNDS, and spouses or significant others of member dentists.

5. NNDS events are private events held on private property. The NNDS is within its rights to have uninvited persons removed by security or police and WILL do so if necessary.

6. A fee schedule for NNDS events will be provided and updated prior to each new program year. All exhibitor or sponsorship agreements will use the published fee schedule notated on the Vendor Participation Form or Corporate Partner forms annually.

7. While every reasonable request will be considered, the NNDS will not provide exceptions to its published policies and fees.

8. It is the NNDS policy that we will not provide exhibitors our member lists, e-mails, addresses, phone numbers, event attendee lists, etc. for any purpose or as part of any sponsorship.

9. The NNDS Executive Director will be the point of contact for anyone wishing to exhibit or sponsor an NNDS event.

10. Any printed material to be distributed to our members at any event by an exhibiting company MUST be approved by the NNDS Executive Director and may not be placed or given to our members directly without our authorization.

11. All Exhibitor participants for each event must RSVP two days prior to the event. Cancellation for reserved exhibit space must take place no later than 48 hours prior to the event. No refunds are made for late cancellations or “no-shows.”

12. NNDS policies and fees are not subject to negotiation.

 *May 2016*