

Application/Contract for Exposition Space

35th Annual Meeting & Exposition of the Controlled Release Society

July 12-16, 2008 • Hilton New York • New York, New York U.S.A.

Please print clearly.

2a. Company Information

Company Name _____
Address _____
City _____
State or Province/Country _____
Zip/Postal Code _____
Telephone _____
Facsimile _____
Website _____

2b. Primary Exhibit Contact

(person to receive future exhibit communication)

Name _____
E-mail _____

Please complete information below if contact information and address are different from Company Information.

Company Name _____
Department/Division _____
Address _____
City _____
State or Province/Country _____
Zip/Postal Code _____
Telephone _____
Facsimile _____

3. Exhibit Floor Placement

Please list your booth preference:

1st _____ 2nd _____ 3rd _____

Please list companies from which you prefer to be separated.
(CRS will make every effort to comply with your request.)

4. Rates *(Select one)*

Exhibit	8' x 10'	8' x 20'	16' x 20'
Preferred	<input type="checkbox"/> \$4,395	<input type="checkbox"/> \$7,795	<input type="checkbox"/> \$14,195
50% Deposit	\$2,197.50	\$3,897.50	\$7,097.50
Standard	<input type="checkbox"/> \$3,895	<input type="checkbox"/> \$6,995	
50% Deposit	\$1,947.50	\$3,497.50	

For larger, customized formats, please contact Debby Woodard at +1.651.994.3817 or dwoodard@scisoc.org.

**10 feet is approximately 3 meters.*

Promotional Panel \$1,675

5. Exhibit Payment

The contract and payment of at least 50% are required to finalize space reservations. **PAYMENT IN FULL is due on or before April 9, 2008.**

In the event the space reservation is not finalized or final payment is not received, the space reservation is subject to termination, and any previous payment shall be forfeited. CRS may then reassign the space.

With this order, please indicate:

Full payment enclosed 50% deposit enclosed

Payment type:

Check is enclosed, payable to Controlled Release Society
 Charge to credit card
 Visa MasterCard American Express

Total Charge Amount Authorized _____

Card # _____

Name on card _____

Expiration Date _____ Security Code _____

(For your protection, we ask for the security code to prevent unauthorized use of your credit card number. A security code is 3 digits for Visa or MasterCard and 4 digits for American Express.)

Cardholder Signature _____

Final payment will be charged to this card on **April 9, 2008**, unless otherwise paid prior to this date.

6. Contract Information

Please read "Exhibit Policies and Regulations" on the reverse side of this page. Upon receipt of payment, the invoice issued to you represents a binding contract.

Return to:

Controlled Release Society Exposition
3340 Pilot Knob Road, St. Paul, MN 55121
Telephone: +1.651.454.7250
Facsimile: +1.651.454.0766
www.controlledreleasesociety.org

Questions: Contact Debby Woodard, CRS Business Development, +1.651.994.3817; dwoodard@scisoc.org.

For CRS Use

Final Booth Number(s) _____

Total Exhibit Rate _____ Amount Received _____

**Return by _____ Date Received _____

Signature of CRS Official _____

Exhibit Policies and Regulations

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www.controlledreleasesociety.org

Exhibit Space Contract: Please read Exhibit Policies and Regulations prior to signing contract. Signature of the Primary Exhibit Contact on the contract will constitute agreement of the Exhibitor to comply with these policies.

Contract Must Include:

Name of organization
Name, address, phone, e-mail of Primary Exhibit Contact
Signature of Primary Exhibit Contact
Deposit per payment schedule

Responsibilities/Liabilities: The Primary Exhibit Contact will have the authority to act on behalf of the Exhibiting Corporation (Exhibitor) in space reservation transactions with the Controlled Release Society (Society). The signature of the Primary Exhibit Contact is required on this Contract and binds the Exhibitor and its representatives to all regulations and terms of this document and constitutes a binding agreement. The Society must receive written notice of change of the Exhibitor's Primary Exhibit Contact, when applicable.

The Exhibitor assumes entire responsibility and agrees to protect, indemnify, defend, and save the Society and its agents harmless against all claims, loss, or damage to persons or property arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy, or use of the Exhibit premises. The Exhibitor indemnifies and agrees to hold the Exhibit Facility and the legal entities that own, lease, and/or operate the Exhibit Facility, their members, officers and directors, and employees harmless against any and all liability whatsoever arising from any or all damage to property or personal injury caused by the Exhibitor or its agents, representatives, employees, or any other person. Contract for Exhibit Space at this Controlled Release Society Exposition indicates the applicant's willingness to abide by all accompanying exhibit terms and conditions and general regulations listed, as well as such additional rules and regulations as the Society deems necessary for the success of the exposition, provided these latter do not materially alter the Exhibitor's contractual rights. This contract will become binding when countersigned by the Society.

Finalization of Space Reservation: Contracts for Exhibit space are subject to the approval of the Society. The Society reserves the right to offer or refuse space rental to potential Exhibitors. Booth assignments will be on a first-come, first-served basis, except previous years' Exhibitors will be given priority for their assignments based on an accumulated points scale.

Exhibitor Registration and Identification: The Primary Exhibit Contact will receive copies of all preliminary and program announcements to facilitate Exhibit and hotel registrations. Additional program and hotel registration forms will be available upon request. Instructions on how to register your exhibit staff will be included in the online Exhibitor Services Kit.

Cancellation: Cancellation by an Exhibitor will result in forfeiture of booth fees paid to-date. In the event the Exhibit is cancelled by the Society for any reason, the liability of the Society shall be limited to a refund of all monies paid by the Exhibitor as exhibit booth rental fee less the Exhibitor's share of expenses incurred by the Society to the date of cancellation.

Exhibitor Services Kit: The Exhibitor Services Kit (ESK) will be available as an online document and will be e-mailed to the Primary Exhibit Contact as provided to CRS. The ESK will be available approximately 8 weeks prior to the event. The ESK will include the final exposition schedule, floor plan, show colors, and your order forms for the following: customs, shipping/dragage, materials handling, labor to set/dismantle, electricity, spotlights, Internet, furniture, audio-visual equipment, exhibits, signs, janitorial services, and plant rental. The exhibit halls are carpeted—you do not need to order carpet for your booth. You will also receive, with the ESK e-mail, the following: registration information, 50-word description form, accommodations information, and lead retrieval order form.

Shipping Instructions: All freight charges must be prepaid. Since the Facility does not have capabilities to receive display materials or the accommodations to store empty shipping crates, the Exhibit Decorator will serve as the official drayage contractor. Information on consignment and bill of lading will accompany the ESK.

Labor and Safety: The ESK contains order forms for labor. The Society will enforce setup and teardown policies to minimize interference with other meeting functions and to maximize the number and quality of the Exhibit hours. Please be familiar with these policies before signing the contract. The Exhibitor is responsible for knowledge of and compliance with all fire, safety, and union requirements as noted in the ESK.

Installation of Exhibits: Any Exhibit not unpacked by the end of the setup time will be placed in storage and cannot be returned until the close of the Exposition on the first day, or the Exhibit may be reordered to be set up by the Society. No refuse may be placed in the aisles after the final cleaning. Please do not litter the floor in the booths or aisles after cleaning.

Dismantling: No packing or dismantling of Exhibits will be permitted prior to the published teardown time.

Liability: Although security personnel are appointed, neither the Society, the Facility, nor the decorator or their agents can assume responsibility for any loss or damage to booths, equipment, or personal belongings on site.

Insurance: Insurance on all Exhibits is the responsibility of the Exhibitor. Neither the Society nor its agents, assigns, or assignees will assume any responsibility for property loss, damage, personal injury, or other claims related to the Exhibitor's space. Exhibitors are required to carry insurance to cover their property against damage and loss and public liability insurance for claims of injury to the person and property of others.

Fire Protection: All materials used in the exhibit area must be flameproof and fire resistant. All displays are subject to inspection by the Fire Prevention Bureau.

Special Effects and Presentation: Operational equipment, audio-visual, and sound/attention-getting devices and effects must not interfere with the activities of the conference and other Exhibitors. The Society reserves the right to determine at what point sound constitutes interference and if it must be discontinued. Professional presenters or models may conduct product and service demonstrations. Demonstrators

are to be straightforward and professional and must avoid the use of theatrical gimmicks such as magicians, robots, pantomimists, hucksters, etc.

The use of live or recorded music, including but not limited to music on videotapes, by the Exhibitor for any purpose under this contract is prohibited.

Conducting Exhibits: The character of the Exhibit is subject to the approval of the Society. The Society retains the right to refuse the applications of Exhibitors not meeting standards required or expected, as well as the right to curtail Exhibits or parts of Exhibits that reflect unfavorably upon the character of the meeting. Non-professional products or services are not to be displayed.

Termination of Exhibit Rights: In the event the Exhibitor, its contractors, agents, or employees fail to comply with any of the provisions hereof, or otherwise detract from the general educational character of the meeting, the Society shall be permitted and empowered to terminate the Exhibitor's right hereunder and evict and remove the Exhibitor and contractors hired by the Exhibitor from the premises, in which event the Exhibitor shall not be entitled to any refund of amounts paid hereunder.

Prohibited Practices:

- Canvassing/distributing advertising materials outside the Exhibitor's own booth.
- Solicitation of business, or conferences in the interest of business, except by Exhibitors.
- Operation of unprotected X-ray equipment, UV sources, or sources of ionizing radiation.
- Use of billboard advertisements and/or display of signs outside the exhibit area unless approved by the Society.
- Publicizing and/or maintaining any extracurricular activities, inducements, demonstrations, or displays away from the exhibit area during the Annual Meeting.
- Entry into another Exhibitor's booth or examination or photographing of another Exhibitor's booth without permission.
- Food or drink.

Exposition Booth Specifications: For 8' x 10' and 8' x 20' booths, no sidewalls or counters may exceed 48" in height, except in the back 1/3 of the booth. Backgrounds and display materials are limited to 8' in height and must not protrude from the back wall more than 48". Each exposition booth consists of an 8' high back drape and two 3' high side drapes (with the exception of island booths) and will include one 6' skirted and draped table, one company identification sign, and one wastebasket. The exhibit hall is carpeted.

Island booths have a height limit of 9.5'. If you are designing an island booth display that exceeds the specifications of an 8' x 10' or 8' x 20' booth, a blueprint and/or photograph must be sent to CRS by April 9, 2008.

No exposition booth may span an aisle by roofing or floor covering. Exposed or unfinished sides of Exhibit Booth background must be draped to present an attractive appearance. The decorator, with the approval of the Society, will provide draping deemed necessary and charge the exhibitor accordingly. The aisles are the property of all exhibitors. Space must be left within each exhibit area to absorb the viewers.