

Mid South Biomedical Association
P.O. Box 1483
Cordova, TN 38088
midsouthbiomed@yahoo.com
Vendor Information and Agreement

The MidSouth Biomedical Association will hold its 1rst Annual
Symposium and Vendor Exhibit on May 2-4, 2008
At The Agricenter in Memphis, Tennessee.
7777 Walnut Grove Road
Memphis, TN 38120

**MidSouth Biomedical Association 2008 Annual Symposium and Vendor Exhibit
Schedule**

Friday, May 2, 2008	Open	Close
Set up Begins	12:00 PM	5:00 PM
Exhibit Hall Opens	6:00 PM	10:00 PM
Vendor Social	6:00 PM	8:00PM
Biomedical Classes	1:00 PM	5:00 PM

Saturday, May 3, 2008	Open	Close
Biomedical Classes	9:00 AM	5:00 PM
Exhibit Hall Opens	9:00 AM	5:00 PM

Sunday, May 4, 2008	Open	Close
Biomedical Classes	8:00 AM	4:00 PM
Exhibit Hall Opens	9:00 AM	4:00 PM

To encourage attendee participation, vendors are encouraged to have door prizes that will be drawn during the symposium. Forms will be available at each booth that will be completed to be eligible for the drawings.

All booths are \$400.00. Two people are included per booth. Each booth will be 10' x 10', with pipe and draped table provided. A sign identifying the Vendor will be on your booth, but if you have a sign that is appropriate you may use that.

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**Mid South Biomedical Association 2008 Annual Symposium and
Vendor Space Selections**

Vendors may set up Friday afternoon between 12:00 pm and 5:00 pm. Show begins at 6:00 pm.

For electrical needs, phone lines, LAN connections, broadband connectivity that you would need to display your equipment; you will need to contact Amy Barton at the Agricenter. 901-757-7777 ext 7103. There will be a required form that will need to be filled out by you and delivered to her. The vendor will be responsible for any additional charges for this service. **MSBA will not be responsible for this.**

All displays will need to be taken down by 7:00 pm on Sunday Night, May 4.

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- EVENT:** First Annual MidSouth Biomedical Association Symposium and Trade Show.
- DATE:** Friday May 3, 2008 – Sunday May 5, 2008
- EXHIBITOR'S FEES:** The fee is \$400.00 per booth, which includes one 10' x 10' pipe and drape exhibit booth, (1) 6' skirted table, (2) chairs, (1) Vendor ID sign and (1) wastebasket.
- PAYMENT FOR SPACE:** Payment will for the exhibit will mailed to the Treasurer of the Mid South Biomedical Association with the registration form to guarantee a booth.
- INSTALLATION OF EXHIBITS:** The setup of the booths will be Friday morning May 2, 2008 from 8:00am – 12:00pm.
Exhibitors will move in on Friday from 12:00pm – 5:00pm
Show begins 6:00pm until 9:00pm on Friday May 2, 2008
Show will be on Saturday from 9:00 am until 11:00 am
and from 1:00 pm until 4:00 pm
Sunday will be the same hours as the Saturday show.
- REMOVAL OF EXHIBITS:** All vendors will remove their exhibit on Sunday night between 6:00pm and 8:00 pm on May 5, 2008.
- RESPONSIBILITY:** The exhibitor assumes entire responsibility and, hereby, agrees to protect, indemnify, defend, save, and hold harmless The Mid South Biomedical Association and their agents, against all claims, losses and damages to persons or property, governmental charges, fines and attorney fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part. thereof, excluding any such liability caused by the sole negligence of the Mid South Biomedical Association and their agents.

In addition, Exhibitor acknowledges that the Mid South Biomedical Association does not maintain insurance covering Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain business interruption and property damage Insurance covering such losses by the exhibitor.

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Company Name _____
Address _____
City, State, Zip _____
Phone _____
Fax _____
E-Mail _____

Number of Booths _____ **X \$ 400.00 =** _____

Trade Show Meal Registration

- Friday Lunch \$10.00 per person x _____ Number of people
- Saturday Lunch \$10.00 per person x _____ Number of people
- Saturday Dinner \$10.00 per person x _____ Number of people
- Sunday Lunch \$10.00 per person x _____ Number of people

This is not included in the Booth registration. Must be registered and receive meal pass.