

NMA Annual Convention and Scientific Assembly Events Application

August 1 – 5, 2020 • Georgia World Congress Center • Atlanta, GA

The National Medical Association (NMA) will allow events to be held (dependent upon space available) at the Hyatt Regency or Marriott Marquis, NMA Headquarter Hotels or the Georgia World Congress Center.

Organizations must complete one application for the duration of their event and receive written approval from NMA before contact information is provided for the facility. The *duration of a private event* is described as the same activity that will occur over different dates and times. If an event occurs during the NMA Convention and Scientific Assembly that has not received written approval from NMA, this infraction will result in a loss of exhibiting privileges for the company in violation, and the company may be fined up to \$25,000 per non-approved event. Exhibiting organizations are responsible for ensuring that their company representatives/agents adhere to the rules and regulations outlined in the NMA Exhibitor Prospectus.

Cancellation Policy: Please note, NMA does not guarantee attendance for your private event and no refunds will be provided. The NMA Fees allocated for your private event will not be refunded but may be applied to other opportunities. NMA reserves the right to terminate the applicant's event for cause or causes not reasonably within NMA's control this includes but is not limited to: fire; casualty; flood; epidemic; earthquake; explosion; accident; blockage; embargo; inclement weather; act or threat of terrorism; riot or civil disturbance; strike, lockout, boycott or other labor disturbance; inability to secure necessary labor; technical or personnel failure; lack of or impaired transportation facilities; inability to obtain, condemnation, requisition or commandeering of necessary supplies or equipment or services; orders or restraints imposed by civil defense, military or other types of governmental authorities; or acts of God; or such circumstances making NMA's performance impossible or commercially impracticable is its sole discretion. It is mutually agreed that in the event of cancellation of the NMA 2020 Annual Convention and Scientific Assembly due to force majeure circumstances outlined in the exhibition rules and regulations, this agreement will be terminated immediately, and the National Medical Association shall determine an equitable bases for the refund of such portion of the sponsorship fees as is possible, after due consideration of expenditures and commitments already made.

Limitation of Liability: The company holding the event and all affiliates shall indemnify NMA and all associates of NMA against all claims, demands, actions, expenses, damages penalties, attorneys' fees or proceedings incurred by NMA as a result of the publications distributed at, statements made during or any other conduct arising out of or in any way connected with the event.

Security and Insurance: The private event area will not be secured. NMA will not be liable for damage or loss to company's property, nor shall NMA be liable for any injury that may occur in the event area.

Agreement to Conditions: Each company's employees agrees to abide by these conditions.

Amendments: NMA shall have sole authority to interpret and enforce all rules and regulations contained herein, and to make any amendments thereto and to make such further rules and regulations as shall be necessary for the orderly conduct of the satellite presentations.

Disclaimer: NMA is not responsible for unsatisfactory attendance and/or marketing of your company's private event. NMA will not endorse or financially support private events other than those organized or cosponsored by NMA.

Additional Fees:

- All costs related to production of your company's event.
- On-site management of your company's event must supply their own meeting management staff.
- Creation, printing, delivery and overall management of the company's private event.
- Any electrical, internet service or technicians, alterations to room sets, shipping/receiving charges and any additional services are the responsibility of the company holding the private event.

Events Eligible for Approval:

Hospitality Suite:	Hospitality Suites are used to greet invited attendees and/or provide a hospitality lounge. Invitation is only from the event holder.
Investigator Meeting:	Investigator Meetings provide an opportunity to network and share private conversations for up to 10 persons not applicable on the exhibit floor.
Satellite Symposia Presentations	Non-CME Presentations provide an opportunity to provide education content or product knowledge but do not offer Continuing Medical Education (CME) credits.
Social Events:	Events, such as receptions, meet & greets, and dinners that do not contain educational content.

***An event cannot be held while NMA meetings are in session (refer to permissible times below).**

Sunday, August 2:	<input type="checkbox"/> before 7:00 am	<input type="checkbox"/> after 7:00 pm
Monday, August 3:	<input type="checkbox"/> before 7:00 am	<input type="checkbox"/> after 6:00 pm
Tuesday, August 4:	<input type="checkbox"/> before 7:00 am	<input type="checkbox"/> after 6:00 pm

Please complete ONE application for EACH *duration of event*. Make copies as needed. Payment must be included with application. Application must be received no later than June 29, 2020.

Any questions phone **Kathleen Lawrence**: (856) 302- 0893 • Email: kathleen_lawrence@AFassanoCo.om

Events Application

Please complete the following application

Exhibiting Organization: _____

Event Contact/Organizer: _____

Email Address: _____

Phone Number: _____

Mailing Address: _____
Street Address

City	State	ZIP Code
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On-site Contact: _____

On-site Cell Phone: _____

Please select event type below

Hospitality Suite:	Exhibiting Company: \$1000 Non-Exhibiting Company: \$10,000 (suites are available from Sunday-Tuesday; reduced fees are not available if suite is not needed for this duration)
Investigator Meeting:	Exhibiting Company: \$5 00 application fee; no more than 10-12 people Non-Exhibiting Company: \$1000 application fee; no more than 10-12 people
Satellite Symposia Presentations	Non-CME Presentations: \$10,000 application fee; an opportunity to provide education content or product knowledge but do not offer Continuing Medical Education (CME) credits.
Social Events:	Exhibiting Company: \$500 application fee Non-Exhibiting Company: \$1000 application fee

Event Name: _____

Event Date: _____

Event Start/End Time: _____

Proposed Venue: _____

Estimated Attendance: _____



CREDIT CARD AUTHORIZATION FORM

Please select method of payment below:

Check Enclosed (payable to the National Medical Association in US Funds)
NMA Tax ID No. 53-6010805



Email ONLY TO: processing@AFassanoCo.com

USING ONLY THIS encryption-forcing subject line: [Confidential] NMA 2020 Private Events Application

VISA MasterCard AMEX

Name as it appears on card: _____ Security Code: _____

Credit Card #: _____ Expiration Date: _____

Security Code: _____

Signature: _____

**Email credit card payment ONLY TO ADDRESS BELOW
(USING THIS encryption-forcing subject line):**

[Confidential] NMA 2020 Private Event Application

NMProcessing@AFassanoCo.com

**IF MAILING, ADDRESS TO:
NMA 2020 SALES & SUPPORT
c/o A. Fassano & Company
461 Route 168, Unit A
Turnersville, NJ 08012 USA**