Pharmacy Futures 2025
Charlotte Convention Center
June 7-11, 2025

Rules and Regulations Governing Exhibits

These rules and regulations are deemed essential agreement terms and obligations to the Application and Contract for Exhibit Space for Pharmacy Futures 2025 (the "Meeting") with the American Society of Health-System Pharmacists (ASHP). ASHP may engage a third party show management service for the management of the exhibition. ASHP and/or its designated show management vendor reserve the sole right to render all interpretations, amend and enforce these regulations and to establish any and all further regulations not specifically covered below to assure the general success and well-being of the exhibition. By contracting for and/or utilizing any exhibit space, each exhibitor agrees to be bound by and to abide by these rules and regulations, the ASHP Meetings and Events Terms and Conditions, any applicable codes of conduct, photo waiver, policies, and/or guidelines (collectively, the "ASHP Documents"), and any amendments or additions hereafter made to the ASHP Documents, accordingly. ***For the avoidance of doubt, Exhibitors expressly understand and agree that if any provision of the ASHP Documents is in conflict or inconsistent with any provision in any other agreement Exhibitor requests be executed in connection with Exhibitor's exhibit at the Meeting, the provision contained in the ASHP Documents shall govern and control.***

Eligibility for Exhibiting

ASHP's exhibition is an extension of the Meeting. ASHP reserves the right, in ASHP's sole judgment, to determine eligibility or compatibility of any company or its products to exhibit at the Meeting (each an "Exhibitor"; and, collectively, the "Exhibitors"). All exhibits shall serve the interest of ASHP, its members, the registrants/attendees, and the Meeting; and, shall be operated in a way that will not detract from other exhibits, the exhibition, or the Meeting as a whole. ASHP shall have no liability for its failure or inability to comply with the Exhibitor's requests, and the Exhibitor shall have no right to cancel the contract because of ASHP's failure to comply with Exhibitor's requests. ASHP reserves the right to remove any exhibit that ASHP believes to be detrimental to the purpose of the Meeting. Any infringement of this regulation will result in the prompt removal of the offending exhibit company from the exhibit hall. The following qualifications are required of all Exhibitors at the Meeting to be held at the Charlotte Convention Center:

1. All products or services displayed must further the profession interest or the educational purpose of the Meeting to provide an atmosphere conducive to exchanging information and views in a professional manner about pharmacy practice, health care and other matters relevant to attendees.

2. Products or services must be related or of interest to pharmacy practitioners in hospitals and health-systems or other related venues.

Americans with Disabilities Act and Event Code of Conduct

Exhibitors shall be responsible for making exhibits accessible to persons with disabilities, as required by the Americans with Disabilities Act, and shall hold ASHP harmless from any consequences of an Exhibitor's failure in this regard. Each Exhibitor agrees to adhere to the ASHP's Event Code of Conduct located at https://www.ashp.org/Meetings-and-Conferences/ASHP-Event-Code-of-Conduct. ASHP has a zero-tolerance for any form of discrimination, harassment, or other unacceptable behavior including but not limited to: verbal abuse; disruption of presentations during sessions; posting promotional materials when not registered as an authorized exhibitor; or any other unacceptable behavior. In response to any incident of unacceptable behavior, ASHP reserves the right to take any action deemed necessary, including immediate removal from the event without warning or refund and to prohibit attendance at any future meeting or event.

Exhibit Requirements

Presentations and Demonstrations

Video demonstrations, presentations, literature and other materials are to be straightforward, professional and non-combative in nature. Activity and attire of presenters and demonstrators shall be consistent with the professional atmosphere of the ASHP meeting. Commercial/promotional demonstrations or presentations that are related to an Exhibitor's products or services are permitted limited to a maximum time of ten (10) minutes in duration. Any demonstration or presentations exceeding this ten (10) minute timeframe may be subject to additional payment obligations. Formal educational presentations and presentations offering CME credit within a virtual exhibit are prohibited. ASHP reserves the right to mandate discontinuation of presentations it deems objectionable or in violation of these regulations until a mutually agreeable presentation is developed and approved. The Exhibitor waives any rights or claims of damages arising out of enforcement of this rule.

Patient Information

To preserve the anonymity of patients and research subjects, Exhibitors must remove all potentially identifying and sensitive information—including patient likenesses, identification numbers, names, initials, racial or ethnic origin, geolocation, etc.—from images, charts, graphs, tables, and text before being displayed at the Meeting.

Photographs and Videos

For photographs, videos, computerized renderings, or 3-D reconstructions of patients, a

cropped or adequately masked image that excludes identifiable features may be acceptable. In the rare circumstance when identifiable images, videos, photographs, or surface renderings are essential to conveying critical educational information, the Exhibitor must obtain a letter of informed consent from the patient or patient's guardian before use. This permission requires that the individual be offered the ability to see the personally identifiable images to be displayed as part of obtaining informed consent. The letter of informed consent should be available for review upon request. At any time that ASHP deems exhibit content to display identifying information or identifiable patient likenesses, the Exhibitor will be instructed to remove the content from the exhibit.

Use of Official ASHP Hotel Block

An Application and Contract for Exhibit Space must be submitted to ASHP prior to requesting a guest room block. All reservations must be made through the official ASHP Housing Company, Orchid Events. Procedures for reserving hotel blocks will be available on the official Meeting hotel reservation form and must be adhered to. Exhibitors who do not adhere to these procedures may be subject to restrictions at future ASHP meetings, including but not limited to, denial of exhibit space and/or meeting room requests, and ineligibility for convention hotel room rates.

No Sales Policy or ASHP Endorsement

Due to the educational nature of the exhibit program the following activities are expressly prohibited from being conducted on the exhibit floor: solicitation of business, all order taking, selling activities, conferences in the interest of business and similar activity. Exhibitors shall not in any manner indicate that an ASHP endorsement or approval of Exhibitor's product or service has been given by ASHP merely because ASHP has approved such product or service for display.

These prohibitions will be strictly and actively enforced. Enforcement may include, for example, the shutdown of an offending party's exhibit booth and/or ejection from the exhibit hall.

Assignment of Space

Booth space will be allocated at the sole and exclusive discretion of ASHP, taking into consideration grouping of Exhibitors and the date upon which each Exhibitor's Application and Contract for Exhibit Space was received and approved by ASHP, ASHP reserves the right, in the best interest of the exhibit program, to relocate selected booth space to an area other than that which has been specifically selected by the Exhibitor. The decision of ASHP with respect to allocation of booth space will be final and binding upon all Exhibitors.

Exhibit Booth Arrangement

For an in-person Meeting, as applicable, the exhibit booth arrangement is shown according to the floorplan on the ASHP exhibitor website. Dimensions and location of each booth are reasonably accurate, but only warranted to be approximate. Floorplan revisions will take place periodically, and Exhibitors are encouraged to continue to refer to the ASHP website as updated floorplans will be posted as they become available.

Contract for Exhibit Space

The Application and Contract for Exhibit Space must be completely filled out and properly executed. If the contract is accepted by ASHP, all provisions included in both the contract and these Exhibit Rules and Regulations, including, but not limited to, the space assigned and the use thereof, and the booth construction guidelines detailed at the end of this document shall become legally binding upon both ASHP and the Exhibitor. ASHP will assign and confirm booth space to the Exhibitor and credit the deposit paid against the monies due when the contract is accepted.

The Exhibitor agrees to the following payment and cancellation terms below:

Deposit and Payment Schedule	
Date	**Payment Amount Due**
On or before August 8, 2024	0% due
From August 9, 2024 - January 8, 2025	50%
On or after January 9, 2025	100%

ASHP requires payment in full no later than January 9, 2025. Failure to make payments does not release the contracted or financial obligation to the Exhibitor.

Cancellation Penalties	
Date Notice Received	**Fees**
On or before August 8, 2024	No cancellation fee
August 9, 2024 – January 8, 2025	50% of contracted amount
On or after January 9, 2025	100% of contracted amount

All booths must be paid in full by the Exhibitor by January 9, 2025, with those booths being contracted on or after January 9, 2025 being paid in full at the time of submission of the contract. Should an Exhibitor fail to comply with this rule, ASHP has the full authority and discretion to cancel any or all booth space assigned to the Exhibitor. In such cases, any payment submitted with the contract shall be retained by ASHP in consideration of ASHP holding the exhibit space for the Exhibitor. Exhibitors will not be

permitted to install their exhibits or furnish their booths until full payment of the booth rental fee has been received. Payments to ASHP are not deductible as charitable contributions for federal income tax purposes. However, they may be deductible under other provisions of the Internal Revenue Code.

Subletting of Space

Exhibitors shall not assign, sublet, or share any space allocated to them and may not advertise or display goods other than those manufactured or sold by them in the regular course of their business. Space assigned to the Exhibitors is for their exclusive use. No other person, firms, organizations, or companies shall be permitted to display or demonstrate their products or services or distribute advertising materials to Meeting attendees in the areas assigned to ASHP's Meeting facilities. Non-compliance with this regulation will result in the prompt removal of the offending person and property from the area.

Activity Within the Exhibit

Any activity within the exhibits, including, without limitation, distribution (free of charge or otherwise) of any literature, product, or any other item must conform to the educational and professional nature and character of the Meeting, and be in compliance with all applicable state and federal laws. ASHP reserves the right to prohibit and require immediate cessation of any activity or distribution that, in ASHP's sole and absolute discretion, is determined not to conform to the educational nature of the exhibit program. ASHP will provide advance approval of activities and items upon request of an exhibitor. ASHP's decision to prohibit and require cessation of any activity will be at its sole and absolute discretion and will be final.

Exhibitors must submit the Booth Activity Approval Form through the online ASHP Exhibitor Resource Center by **Friday, May 9, 2025.**

Contests and Giveaways

Contests, lotteries, raffles, or games of chance are strictly prohibited unless preapproved in writing by ASHP. Notwithstanding the foregoing, any Exhibitor having an ASHP-approved contest, lottery, raffle, game, drawing of any kind must follow all governmental laws, ordinances, rules and regulations. It is the Exhibitor's responsibility to make sure they correctly follow all rules and regulations, including applicable ethical practices and industry conduct. Any violations will be at the sole expense and fault of the Exhibitor. ASHP is not responsible or liable for any contests, drawings or giveaways held prior to, during or after the Meeting of Exhibitors.

Use of Attendees' Personal Information

Attendees may request to be contacted by an Exhibitor by providing ASHP and/or the

designated show management vendor with their personal contact information ("Attendee PI") via the platform. ASHP and/or the designated show management vendor will share this Attendee PI with the requested Exhibitor on the attendee's behalf. Exhibitor's use of any Attendee PI will be in accordance with ASHP's Privacy Policy located at https://www.ashp.org/Privacy-Policy and in compliance with applicable data privacy laws.

Exhibit Badges

Any individuals designated by the Exhibitor will be issued exhibit badges that will authorize such personnel to enter the exhibit area during hours when it is open for Exhibitors but not the public. Each exhibiting organization will be given four (4) complimentary exhibit badges per 10' x 10' booth. These complimentary badges will permit access to the exhibit hall and ASHP educational sessions, but do not include continuing education credit. Additional Exhibitor badges over the allotment may be purchased in advance or onsite. The number of additional exhibit badges an exhibitor may purchase will be equal to the number of complimentary badges it is allotted (the "Overallotment Badge Maximum"). Exhibitors who need badges in addition to their complimentary badges and Overallotment Badge Maximum will need to register as an attendee. Exhibitors will not be refunded for any purchased and unused exhibit badges. Example: Exhibitor who has a 10' x 20' booth receives eight (8) complimentary exhibit badges and can purchase up to eight (8) additional exhibit badges. If the Exhibitor requires more than 16 badges total, it will need to register as an attendee.

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NOTE: EXHIBITOR BADGES ARE NONTRANSFERABLE AND NONREFUNDABLE. Exhibitors can add/delete exhibit badge names following the allotment guidelines until the designated deadline. After this date, any changes to and Exhibitor's exhibit personnel shall be processed onsite at the staffed registration desk, and the new representative will be charged the applicable badge fee per badge onsite.

Termination of Meeting and Exhibit

If, in the sole judgement of ASHP, the Charlotte Convention Center become unfit for occupancy, or the Meeting be materially interfered with by reason of weather, strike, picketing, boycott, embargo, injunction, war, riot, emergency declared by a government agency, or any other act beyond the control of ASHP, the Contract for Exhibit Space may be terminated by ASHP. ASHP will not incur any liability for damages sustained by exhibitors as a result of such termination. In the event of such termination, the exhibitor expressly waives such liability and releases ASHP from and against all claims for damages and expressly agrees that ASHP shall have no obligations except to refund to the exhibitors a pro-rated share of the aggregate amount received by ASHP (as rental for exhibit space for said exhibit), after deducting all costs and expenses in connection with such exhibit, including a reasonable reserve for claims, such deductions being hereby

specifically agreed to by the Exhibitor.

Exhibitor Withdrawal or Booth Downsizing

Withdrawal by any Exhibitor will not be accepted unless written notice of such withdrawal has been received by ASHP. Exhibitors who withdraw from August 9, 2024-January 8, 2025 shall owe ASHP 50% of the contracted amount. Exhibitors who cancel after January 8, 2025 shall forfeit one hundred percent (100%) of the contracted amount.

Downsizing of the original booth size by any Exhibitor will not be accepted unless written notice of such downsizing has been received by ASHP. Exhibitors who downsize on or before January 8, 2025 shall owe ASHP, in addition to the deposit already paid for the original booth request, a downsize fee equal to 50% of the actual downsized square footage including corners, if applicable. Further, the exhibitor will then owe the balance associated with the full price of the reduced size exhibit booth.

Example 1: Exhibitor XYZ reserves a 10x20 space and downsizes to a 10x10. The square foot difference between the original exhibit and the downsized space is 100 square feet. Exhibitor XYZ will owe $3,400 for the 10x10 and an additional downsize fee of $1,675, which equals 50% of the cost of the square footage being released back to ASHP (100 square feet).

Example 2: Exhibitor XYZ reserves a 20x20 space and downsizes the 20x20 to a 10x20. The square foot difference between the original exhibit and the downsized space is 600 square feet. Exhibitor XYZ will owe $6,800 for the booth size of a 10x20 and an additional downsize fee of $3,400, which equals 50% of the cost of the square footage being released back to ASHP (600 square feet). If corners purchased on the original contract are eliminated in a downsizing, 50% of the corner fee will also be calculated into the downsize fee.

Any Exhibitor that downsizes its exhibit booth from its original contract request after January 8, 2025, shall owe ASHP the full remaining balance on the original booth request as the downsize fee in addition to the cost of the new, reduced-size exhibit booth.

Installation, Staffing, and Dismantling of Exhibits

The Charlotte Convention Center has been reserved for exhibit installation during the following hours*:

Friday, June 6	1:00 p.m. – 5:00 p.m.
Saturday, June 7	8:00 a.m. – 5:00 p.m.
Sunday, June 8	8:00 a.m. – 5:00 p.m.

*Days and hours are subject to change.

Exhibitors are encouraged to finalize minor booth preparations, display samples, etc., on Sunday, June 8, after 8:00 a.m. All exhibits must be operational by 3:00 p.m., Sunday, June 8. After this hour, no installation work will be permitted without special permission from ASHP.

If erection of any exhibit has not started by 12:00 p.m., Sunday, June 8, ASHP shall order the exhibit to be erected, and the exhibitor will be responsible for payment of expenses incurred. Dismantling or packing of exhibits cannot begin earlier than 2:00 p.m., Tuesday, June 10. All displays must be ready for removal from the exhibit hall no later than 5:00 p.m., Tuesday, June 10. Exhibitors will be charged one thousand dollars ($1,000) per day or any part thereof after 10:00 p.m., Tuesday, June 10, that the exhibit remains on the leased premises.

ASHP and the Charlotte Convention Center each reserve the right to disassemble exhibits and charge the exhibitor the above fee plus damages in the event these exhibits are not dismantled in a timely manner causing the exhibitor to remain on the premises beyond authorized times. ASHP and the Charlotte Convention Center each assume no obligation to undertake disassembly and assume no liability for any action in connection with this activity.

Contract Labor

Exhibitors may use contractors other than the official exhibit contractor to set up, erect, and dismantle exhibits if at least thirty (30) days prior to the first official move-in day, Exhibitor provides to ASHP a written statement of authorization for each such contractor in which the exhibitor gives the name and address of each contractor and lists the name of the supervisor who will be in attendance; assumes all responsibility for the acts of its contractors and holds harmless ASHP, Shepard Exposition Services, SPARGO, Inc., and the Charlotte Convention Center for any loss or damage, including reasonable attorneys' fees arising from any act or omission of its contractors and further holds harmless ASHP, Shepard Exposition Services, SPARGO Inc., and the Charlotte Convention Center from an injury to property of the contractors and the contractors' employees, subcontractors' agents and servants; guarantees compliance with any and all laws, ordinances, or regulations, and all union and convention center requirements; and guarantees all work will be coordinated through and subject to the direction of the official exhibit contractor to ensure orderly workflow. Exhibitors must have onsite, and provide to the official exhibit contractor, certificate(s) of insurance for their contractor(s), naming the Charlotte Convention Center, Shepard Exposition Services, SPARGO, Inc., and ASHP as additional insureds, this insurance shall afford immediate defense and indemnification, and the limit of the coverage must be no less than $3,000,000 combined single-limit bodily injury and broad-form contractual liability. Contractors must strictly comply with the foregoing or they will not be permitted on the premises.

Exhibit Hours:*

Sunday, June 8	5:00 p.m.–7:00 p.m.
Monday, June 9	10:00 a.m.–2:00 p.m.
Tuesday, June 10	11:00 a.m. -2:00 p.m.

*Exhibit hours are subject to change.

Staffing of Exhibits

Exhibit booths must be staffed during all exhibit hours by qualified personnel of the exhibiting company who must be able to explain or demonstrate the products or services on display. Exhibitor assumes all responsibility for its exhibit personnel, employees, contractors, servants, agents, and for all persons admitted to the exhibit area using its Exhibitor's badge. All Exhibitors are responsible for informing their own personnel and authorized representatives of these rules and regulations.

Music

Exhibitors shall not play or perform any music at any time. Notwithstanding the foregoing, the exhibitor represents and warrants that no musical work protected by copyright will be staged, produced, or otherwise performed, via either "live" or "mechanical" means, by or on behalf of the exhibitor at the convention unless the exhibitor has previously obtained written permission from the copyright owner or the copyright owner's designee (e.g., ASCAP, BMI, SESAC) for such use. Exhibitor further represents and warrants that it shall be fully responsible for the performance of all obligations under any agreement permitting the use of such music, including, but not limited to, all obligations to report data and to pay royalty fees. Exhibitor agrees to defend, indemnify, save, and hold harmless ASHP and its directors, officers, agents, employees, and each of them, from and against any and all claims, costs, and expenses (including legal fees and expenses) demands, actions, and liabilities of every kind and character whatsoever with respect to any breach of the foregoing representations and warranties.

Exhibit Contractor

Shepard Exposition Services
10474 Armstrong Street
Fairfax, VA 22030

An Exhibitor's service kit providing information about ordering drayage, electrical services, furniture rental, labor, lead retrieval devices, etc., with a complete list of charges, will be available online in March 2025.

Care of Exhibit Space and Premises

The Exhibitor, at its own expense, shall install carpet in its exhibit space, shall take good care of its exhibit space, not deface or mar said premises, and will keep and maintain the aforesaid premises in good order at all times. Decorations may not be taped, nailed, tacked, or otherwise fastened to the ceilings, painted surfaces, columns, fabrics, or walls. Exhibitors may not distribute adhesive-backed decals/stickers inside the Charlotte Convention Center or on the premises. Electrical or any other mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Exhibitors will not mar, deface, or otherwise damage any area or equipment of the Charlotte Convention Center.

Safety

No combustible decoration, such as crepe paper, tissue paper, cardboard, or corrugated paper shall be used at any time. All packing containers, excelsior, and wrapping paper are to be removed from the floor and must not be stored under tables or behind displays. All muslin, velvet, silken, or any other cloth decorations must stand a flameproof test as prescribed by the fire ordinance of the City of Charlotte. Volatile, explosive, or other flammable matter or any substances prohibited by the law or insurance carriers, are not permitted on premises. All electrical equipment must meet applicable National Electrical Codes and Charlotte Convention Center requirements. Electrical fixtures and fittings must be UL listed and so marked. Access to public elevators and escalators must not be blocked at any time. Utility panels, switchgear, fire hose cabinets, standpipes and fire extinguishers must remain visible and accessible at all times. Decorations may not block exit doors, fire extinguishing equipment, sprinklers, or emergency lighting systems. All decorating materials must be constructed of flame-proof material or treated with an approved flame proofing solution. Exhibitors may not use helium balloons, compressed gas, heaters, heating devices, or motorized vehicles without the express written consent of ASHP and the Charlotte Convention Center.

Waiver and Other Rules and Regulations

The rights and benefits hereunder are personal to Exhibitors and may not be assigned without the express written consent of ASHP. All exhibits must conform strictly to these Rules and Regulations. ASHP reserves the right, in its sole and absolute discretion, to restrict any exhibit that might be considered undesirable or outside the scope of the Meeting. This restriction includes, but is not limited to, specific items, conduct, dress of personnel, printed matter, or anything that ASHP deems objectionable to the exhibit program or the Meeting as a whole. ASHP shall not be deemed to waive any of its right here under unless such waiver is explicitly stated as a waiver in writing and signed by ASHP. No delay or omission by ASHP in exercising any of its rights shall operate as a waiver of such rights and a waiver of rights in writing on one occasion shall not be construed as a consent to or a waiver of any right or remedy on any future occasion.

All rights and privileges granted to Exhibitors are subject to and subordinated to a master lease agreement between ASHP and the Charlotte Convention Center and its policies, rules, and regulations. This agreement provides a personal right to the Exhibitor and creates no interest or estate in the Charlotte Convention Center or its equipment or facilities.

Exhibitors will comply with all applicable Federal, State and municipal statutes, ordinances, regulations, rules, and requirements including without limitation laws applicable to patents, copyrights, and trademarks and all rules and regulations of the Charlotte Convention Center. Exhibitors will not discriminate against any person on account of race, color, ancestry, religion, national origin, age, gender, sexual preference, sexual orientation, gender identity, marital status, family status, genetic status, pregnancy, parenthood, political affiliation, veteran's status, or any other protected status.

Exhibitor shall ensure that all hazardous materials and hazardous waste it uses are properly disposed of. If Exhibitor leaves any such materials behind in the Charlotte Convention Center, Exhibitor shall be responsible for paying all costs of disposal, including analysis and testing.

Children

Due to health and safety considerations, children under the age of 16 will not be admitted to the exhibit program or educational sessions.

EXHIBITOR IN-PERSON MEETING OR EVENT LIABILITY WAIVER AND ASSUMPTION OF RISK

Exhibitor knowingly and freely assumes all risks and accepts sole responsibility for any injury (including, but not limited to, personal injury, disability, and death), illness and infection disease (including, but not limited to COVID-19), damage, loss, claim, liability, or expense, of any kind, that Exhibitor may experience or incur in connection with attending the in-person ASHP meeting or event. Exhibitor hereby releases, covenants not to sue, discharges, and holds harmless ASHP, its employees, agents, and representatives, of and from any such claims, including all liabilities, claims, actions, damages, costs, or expenses of any kind arising out of or relating thereto.

Specifically relating COVID-19 or any other infection diseases (collectively, the, "Diseases"), Exhibitor acknowledges the highly contagious nature of Diseases and voluntarily assumes the risk of exposure or infection by attending the Meeting, and that such exposure or infection may result in personal injury, illness, disability, and/or death to Exhibitor. Exhibitor understands that the risk of becoming exposed to or infected by Diseases at the Meeting may result from the actions, omissions, or negligence of others who may attend the event or their families, colleagues, or others with whom they may have contact. Accordingly, Exhibitor understands and agrees that this release includes any claims based

on the actions, omissions, or negligence of ASHP, its employees, agents, and representatives, whether an infection occurs before, during, or after participation in the Meeting.

In addition to all other rules and regulations relating to the Exhibitor's attendance at the Meeting, Exhibitor agrees to comply with all Disease related procedures that may be implemented by ASHP and the venue of the Meeting, including, but not limited to, mask-wearing and social distancing requirements and restrictions on certain activities that carry higher transmission risks, in order to protect as much as possible the health and safety of all Meeting Exhibitors and attendees/registrants.

Exhibit and Meeting Limitation of Liability

Neither ASHP, Shepard Exposition Services, SPARGO, Inc., the management of the Charlotte Convention Center, or the officers, directors, agents, employees, contractors, and assignees of any of the aforesaid parties will not be responsible for any loss, injury, or damage whatsoever or howsoever arising, which may occur to an exhibit booth, Exhibitor or to Exhibitor's agents, employees, contractors, affiliated personnel, or representatives, or any of their property, wares businesses or other activities, arising from any cause whatsoever, in connection with the Meeting and this exhibit program. By signing the Application and Contract for Exhibit Space, Exhibitor expressly, voluntarily, and knowingly assumes all such risk, and expressly releases ASHP and the above-named parties from any and all claims for any such injury, loss or damage.

Exhibitor Liability

If ASHP, Shepard Exposition Services, SPARGO, Inc., or the Charlotte Convention Center shall be subject to any claim, demand, liability, lawsuit, judgment (whether or not final) award of any type (whether or not final), for any damage or injury to person or property which arises directly or indirectly from the actions or failure to act of one or more exhibitors, their employees, agents, contractors, or persons on or about the premises with a badge of the exhibitor, such exhibitor or exhibitors shall jointly and severally indemnify and hold harmless ASHP and the Charlotte Convention Center against any liability resulting therefrom, including, without limitation, attorneys' fees.

Insurance

The Exhibitor shall, at its sole cost and expense, procure and maintain through the term of this agreement, comprehensive general liability insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the premises leased. Such insurance shall include contractual liability and product liability coverage, with combined single limits of liability of not less than $1,000,000 per occurrence/$2,000,000 aggregate coverage. Such insurance shall name ASHP, SPARGO, Inc., the Charlotte Convention Center, and Shepard Exposition Services as additional

insureds. During the term hereof, the exhibitor shall maintain Workers' Compensation and Occupational Disease insurance in full compliance with all federal and state laws, covering all of exhibitor's employees engaged in the performance of any work for exhibitor. All property of the exhibitor is understood to remain under its custody and control in transit to and from the confines of the hall. Proof of such insurance, including a Certificate of Insurance, shall be provided to ASHP Show Management or its agent or representative within three (3) business days after request, time being of the essence. Failure to remit such proof shall be a material breach of this agreement.

Security

ASHP will provide security guard service throughout the entire meeting, including the official periods of exhibit installation and dismantling. The furnishing of such service is in no case to be understood or interpreted by exhibitors as guaranteeing them or the content of their exhibit against loss or theft of any kind. For additional security services, please contact the official security contractor for the meeting. Information about these services is contained in the service kit.

Recording and Use of ASHP Logo

No Exhibitor shall record or photograph any content of the meeting specifically or of attendees entering the Exhibitor's booth space. Exhibitors will not use the ASHP logo, the name of ASHP, or in any manner associate any exhibit or any activity during the Meeting with ASHP without the express written and personal consent of ASHP.

Food and Beverage

Certain packaged foods and nonalcoholic beverages may be distributed by Exhibitors from their exhibit space. The distribution of any food or beverages by Exhibitors must be approved in advance by ASHP. Details are available in the online exhibitor service kit.

Exhibitors need to be aware of ASHP policy regarding the consumption of alcoholic beverages:

"That alcohol is a drug and should be used with the respect and concern afforded to any drug; that pharmacists should extend their professional obligations and responsibilities to alcohol use by individuals and themselves; that pharmacists have an obligation to ensure that, if consumed, alcohol is used only responsibly; that pharmacists, by example in their personal conduct, should foster awareness of the nature of alcohol and responsible use of alcohol by those who choose to use alcohol; and that ASHP and its members continue to support and foster impaired-pharmacists programs as a means of providing opportunities for such individuals to rehabilitate themselves."

Smoke-Free Environment

ASHP monitors state and city laws related to smoking bans and considers meeting locations that have enacted smoke free regulations for public areas. The Meeting is a smoke free area.

Picture Taking, Videotaping/Audio taping

Exhibitors are not permitted to photograph, audiotape or videotape sessions or exhibits during the Meeting without express prior written approval from ASHP.

Helium Balloons/Lighter-than-Air Objects

The use of helium balloons and/or lighter-than-air objects is prohibited in the exhibit hall.

Waiver and Other Rules and Regulations

The rights and benefits hereunder are personal to Exhibitors and may not be assigned without the express written consent of ASHP. All exhibits must conform strictly to these Rules and Regulations. ASHP reserves the right, in its sole and absolute discretion, to restrict any exhibit that might be considered undesirable or outside the scope of the Meeting. This restriction includes, but is not limited to, specific items, conduct, dress of personnel, printed matter, or anything that ASHP deems objectionable to the exhibit program or the Meeting as a whole. ASHP shall not be deemed to waive any of its right here under unless such waiver is explicitly stated as a waiver in writing and signed by ASHP. No delay or omission by ASHP in exercising any of its rights shall operate as a waiver of such rights and a waiver of rights in writing on one occasion shall not be construed as a consent to or a waiver of any right or remedy on any future occasion.

All rights and privileges granted to Exhibitors are subject to and subordinated to a master lease agreement between ASHP and the Charlotte Convention Center and its policies, rules, and regulations. This agreement provides a personal right to the Exhibitor and creates no interest or estate in the Charlotte Convention Center or its equipment or facilities.

Exhibitors will comply with all applicable Federal, State and municipal statutes, ordinances, regulations, rules, and requirements including without limitation laws applicable to patents, copyrights, and trademarks and all rules and regulations of the Charlotte Convention Center. Exhibitors will not discriminate against any person on account of race, color, ancestry, religion, national origin, age, gender, sexual preference, sexual orientation, gender identity, marital status, family status, genetic status, pregnancy, parenthood, political affiliation, veteran's status, or any other protected status.

Definitions

For purposes of these Rules and Regulations the following terms have the following meaning:

"The Charlotte Convention Center" includes and means the Charlotte Convention Center; which is engaged in business as the Charlotte Convention Center, its respective

directors, trustees, officers, employees, members, and agents.

"ASHP" includes and means the American Society of Health-System Pharmacists, Inc. (ASHP), and its directors, officers, employees, agents, members, and contractors.

The Rules and Regulations of the exhibit may be amended by ASHP and such amendments are hereby made an integral part of and incorporated by reference into the Contract for Exhibit Space and shall be deemed to have the identical effect as if set forth in full in the contract. All points not specifically covered are subject to the decision of ASHP.

Booth Construction and Design

Arrangement of Exhibits

Standard booth backgrounds and side rails, decorated with fantasy draperies, and uniform two-line signs are provided for inline booths without charge. All exhibits must be confined to the space limits of their respective booth(s) as indicated on the floor plan. All equipment, products, or materials to be displayed or demonstrated must be placed within the exhibit space in order to ensure that the attendee viewing the exhibit will stand within said booth space and not in the aisles. All exposed parts of displays must be finished to present an attractive appearance when viewed from the aisles or from adjoining exhibits. Exhibits that do not conform to these specifications, or are otherwise found objectionable, in ASHP's sole opinion, will be prohibited. ASHP reserves the right, in the best interest of the exhibit program, to relocate selected space to areas other than that selected by Exhibitor.

Linear Exhibit Booths

Linear exhibit booths are 100 feet square (10' x 10'), and consist of 8 feet high back drape and 36 inches high side dividers mounted on aluminum tubular frames. Signs, decorations and equipment may not rise above the 8 foot back wall or be placed outside the booth space. Solid construction over 4 feet high must be a minimum of 5 feet back from the aisle. Exposed unfinished sides of the exhibit must be draped to present an attractive appearance. Hanging signs are not permitted. All booths are identified with a booth number sign affixed on the back wall.

The height restriction for linear booths is 8 feet. Linear exhibit booths are 100 feet square (10' x 10'), and consist of 8 feet high back drape and 36 inches high side dividers mounted on aluminum tubular frames. Hanging signs are not permitted above linear booths.

Island Exhibit Booths

An island exhibit is an open area of exhibit space with aisles on all four sides. Island booths are 20'x20' or larger. Island exhibits must provide for accessibility from all four aisles. Island exhibits may extend to all outer edges of the booth, but must provide see-through visibility so as not to obstruct the view of, or otherwise interfere with, the

displays of other exhibitors. ASHP requires island booth exhibitors to comply with the "See Through Rule", which means that at least 50% of the exhibit booth must have visibility through it on all sides.

The height restriction for island booths is 25 feet for the booth structure(s). Multi-level booths are strictly prohibited. Hanging signs/banners are only available for island booths and may not exceed the perimeter of assigned booth space. The bottom of the hanging sign cannot be hung above the designated height restriction for the booth structure(s) even if the booth structure(s) are less than this height. There may be ceiling height variations in the exhibit hall. Exhibiting companies should verify the height of the ceiling with the convention center or J. Spargo before designing your booth.

Aisles may not be obstructed due to any activities within the booth:

- Counters must be a minimum of one foot in from all aisles.

- Demonstration areas are required to be placed a minimum of five feet in from the aisles.

Exhibitors are responsible for monitoring attendance to prevent aisle congestion. Demonstrations will be limited or eliminated in situations where overflow continues to be a problem.

No drapery or identification sign is provided for island booths. All booths are identified with a booth number label that is affixed on the aisle carpet.

Floor plans and elevation drawings for island exhibits must be submitted to ASHP for approval by April 10, 2025. Floor plans for every island booth are required to ensure that ASHP rules and regulations are followed and provide ASHP with the ability to resolve potential issues before show- site. An online link for submitting such floor plans and elevation drawings will be provided in the Exhibitor Service Manual. Floor plans should be drawn to scale and include all exhibit components and their dimensions. If floor plans and elevation drawings are not submitted by the date indicated above, and the exhibit's construction is determined to be in violation of booth restrictions, ASHP has the right to prohibit assembling of the booth. Island exhibits are subject to show site review and modification where necessary, at the Exhibitor's expense.

Mobile Units, Vehicles or Trucks (mobile units)

Exhibitors that wish to display mobile units, vehicles or trucks on the exhibit floor or other ASHP designated areas must submit a request in writing for approval to the ASHP Exhibition Management Team. Requests should be sent by April 10, 2025 and must include space requirements, picture of the unit and display details. Mobile units, vehicles or trucks for display in the exhibit hall will only be located in designated areas and cannot be located in regular exhibit booth space. Mobile units must be in compliance with fire prevention codes according to the Charlotte Convention Center rules and regulations and the Americans with Disabilities Act. The mobile unit or truck must also be open to all

attendees. Approvals are at the sole discretion of ASHP.

Facility Fire/Safety Guidelines

The Charlotte Convention Center has established guidelines regarding acceptable booth configurations from a safety standpoint. It is the responsibility of each Exhibitor to ensure compliance with all Facility Regulations.

Lighting

Exhibitor lighting must be limited to the confines of the booth space. Lighting that projects onto other Exhibitors' spaces or ASHP aisles or otherwise detracts from the professional atmosphere of the event will not be allowed. Island booth Exhibitors that wish to have facility lights turned off that are within the confines of their booth space must submit requests in writing to the ASHP Exhibition Management Team.

No requests will be granted to turn off lights which project over aisle space or other exhibitors' booths. The Exhibitor is responsible for any lighting costs related to installation and dismantle, including any lights which may be denied approval on-site due to infringing on ASHP aisles, or other areas outside the exhibitor's booth space, etc.

Signs

Only professionally printed signs are allowed in the exhibit hall. Forms for ordering booth ID signs and additional signs will be included in the online Exhibitor Service Manual.

Booth ID Signs

A 7″ by 44″ identification sign with company name and booth number will be provided for all linear booths at no charge.

Hanging Signs or Banners

Hanging signs/banners are only available for island booths, and may not exceed the perimeter of assigned booth space. The bottom of the hanging sign cannot be hung below the designated height restriction for the booth structure(s) even if the booth structure(s)are less than this height. Exhibitors, display companies and/or Exhibitor Appointed Contractors may supervise, but will not be allowed to assemble or install a hanging sign. Hanging signs will be assembled and installed by the official meeting vendor. An order form will be included in the Exhibitor Service Manual.

Floor Covering and Carpet

Booth floor covering is mandatory and is the responsibility of the exhibiting company. Floor covering or carpet may either be supplied by the Exhibitor or ordered from the general service contractor. A carpet order form will be provided in the Exhibitor Service Manual. All exhibit booths without appropriate floor covering shall, at ASHP's discretion, be carpeted and/or corrected at the Exhibitor's expense. All aisle carpet will be provided by ASHP.

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