

Booth Activity Submission Approval Instructions

All booth activities must be approved by ASHP Management in advance of the meeting. To request approval, Exhibitor must submit the booth activity via the online submission process in the [Exhibitor Resource Center](#), for approval by **Friday, April 26, 2019**.

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 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 exclusive discretion and will be final.

Contests, lotteries, raffles, or games of chance are strictly prohibited unless approved by ASHP. 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 the [ASHP Rules and Regulations](#). ASHP reserves the right 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 objectionable to the exhibit or exhibit program as a whole.

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 and order form are available in the [Exhibitor Service Manual](#).

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."

For additional information, please review the [ASHP Rules and Regulations Governing Exhibits](#) related to an Island Booth on page 2.

Questions?

Shirley Harris, ASHP Exhibit Operations Management



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