

2021 Regional Healthcare Compliance Conferences

Exhibitor Prospectus

HCCA will be in 13 cities in 2021

For more information visit
hcca-info.org/regionals



2021 HCCA Regional Healthcare Compliance Conferences

The Health Care Compliance Association® (HCCA) invites you to participate in supporting regional compliance education conferences. Take advantage of a unique opportunity to expand your reach to compliance professionals in your target market.

- Develop relationships with new prospects and strengthen ties with existing clients
- Gain visibility and name recognition with compliance professionals across the country

Dates & Locations

REGIONAL COMPLIANCE EVENTS

September 10, 2021 • Boston, MA

September 10, 2021 • Minneapolis, MN

September 17, 2021 • Kansas City, MO

September 24, 2021 • Indianapolis, IN

October 7-8, 2021 • Honolulu, HI

October 15, 2021 • Denver, CO

October 22, 2021 • Chicago, IL

October 29, 2021 • Louisville, KY

November 5, 2021 • Scottsdale, AZ

November 5, 2021 • Nashville, TN

December 3, 2021 • San Francisco, CA

December 10, 2021 • Houston, TX

December 10, 2021 • Richmond, VA

Exhibit and Increase your face-to-face networking time

Exhibitor Pricing & Benefits

Table-top exhibit display.....\$1,000

- 6' draped table*
- One chair
- Wastebasket
- Company listing on event page
- Call out in pre-conference attendee welcome email
- Company listing in welcome slideshow onsite
- One onsite exhibit representative with access to conference sessions and meal functions
 - » Additional exhibitor registrations \$175 each
- Includes space for a small display to set on the table, or a maximum of two banner stands

Exhibitor Details

Exhibit Set-Up.....7:00 AM

Exhibit Viewing Hours7:30 AM – 3:30 PM

Teardown 3:30 PM

Exhibit tabletop space assignments are on a first-come basis the morning of the conference, and some location may be limited on number of exhibitors due to space, each location will vary.

Get to Know HCCA

About us

Since 1996, HCCA has been championing ethical practice and compliance standards and providing the necessary resources for healthcare compliance professionals and others who share these principles. We are 12,000 members strong-and growing!

Major functions

1. To promote the highest standards in healthcare compliance programs—from their introduction and development to continuous improvement.
2. To provide a forum for interaction and information exchange among healthcare compliance professionals.
3. To create high-quality educational opportunities for the compliance community.

Our services

- 50+ national and regional conferences around the country
- Web conferences covering hot topics, allowing you to learn without leaving your desk
- Educational products, including books, videos, and other training materials
- *Compliance Today*, monthly magazine for members
- *Compliance Weekly News (CWN)*, weekly e-newsletter
- *HCCAnet*, our thriving online social network for healthcare compliance professionals
- Certification through the Compliance Certification Board (CCB)[®]—Certification options include Certified in Healthcare Compliance (CHC)[®], Certified in Healthcare Compliance-Fellow (CHC-F)[®], Certified in Healthcare Privacy Compliance (CHPC)[®] and Certified in Healthcare Research Compliance (CHRC)[®]

Learn more about us and become a member at hcca-info.org/join

Terms and Conditions

To ensure a successful exhibiting experience at the Health Care Compliance Association's (HCCA's) conferences, please read the following Exhibitor Terms & Conditions ("Terms & Conditions") carefully. By submitting a booth space, exhibitors agree to abide by these Terms & Conditions, and any other rules and regulations set forth for this event, including any special requirements that are imposed by the facility at which the conference will be held ("Facility"). Exhibitor agrees and understands that these Terms & Conditions are contractual in nature, and become part of the contract between the exhibitor and HCCA relating to exhibitor's attendance and exhibiting activities at the HCCA 2021 Regional Compliance & Ethics Conferences.

- 1. Eligibility to exhibit.** Exhibitors' products and services must be relevant to the compliance profession. To exhibit, exhibitors must be in good financial standing with HCCA. HCCA has the right to refuse or terminate exhibit space rental if products, services, exhibitor behavior, or displays are not appropriate and compatible with the general character or quality of the conference and cause undue interference with the effective operations of HCCA and its staff. The rules, policies, and regulations outlined on this form and in the service kit are part of the exhibitor's contract with HCCA.
- 2. Payment.** All payments must be made in full at least 7 days prior to conference date.
- 3. Exhibitor use of space.** Exhibitors may not assign, sublet, or apportion the whole or any part of their allotted space. In addition, exhibitors may not advertise or display products or services other than those manufactured or sold in their regular business. The distribution of samples, souvenirs, publications, etc., or other sales or sales promotion activities must be conducted by exhibitor only from within its space. The distribution of any article that interferes with the activities or obstructs access to neighboring booths, or that impedes aisles, is prohibited. This includes placement of display racks, banners, brochures, or other items outside of the designated space rented by the exhibitor, as well as the offering of food or beverages.
- 4. Exhibitor code of conduct.** All exhibitors agree to abide by the following code of conduct, and agree to HCCA's right to take immediate action to restrict or evict exhibitor and/or its personnel from the conference in the event of Code of Conduct violations. In the event of such eviction or restriction, exhibitor will forfeit all moneys paid for the conference, and may be subject to restrictions or prohibitions on attending future HCCA conferences.
 - The exhibitor and its personnel shall conduct and operate its exhibit so as not to annoy, endanger, or interfere with the rights of other Exhibitors, conference attendees, and visitors or HCCA staff.
 - HCCA reserves the right to prohibit any exhibit and/or exhibitor that, in its sole discretion and judgment, is inappropriate, offensive, or may detract from the general character of the conference.
 - HCCA reserves the right to remove, without compensation, any exhibit and/or exhibitor that, in HCCA's sole discretion and judgment, is inappropriate, offensive, or may detract from the general character of the conference.
 - HCCA reserves the right to require the removal of any exhibitor personnel who engage in behavior which, in the sole discretion of HCCA, is determined to be objectionable to other exhibitors, conference attendees, and/or HCCA staff.
 - Any demonstrations or activity that may result in obstruction of aisles or that prevent ready access to nearby exhibitors' booths shall be prohibited.

- The audio level of any playback equipment, audio, video, and/or demonstrations must be at a level so as not to disturb or be heard by adjacent exhibitors and their patrons. HCCA reserves the right to restrict exhibits to a minimum noise levels.

5. Promotion during conference. Exhibitors are reminded not to place brochures, stickers, signs, posters or marketing materials anywhere other than within their own booth-space. Likewise, exhibitors' representatives are not allowed to distribute brochures, invitations, etc, anywhere than within their exhibit space. This is unfair to the other Exhibitors and an inconvenience to visitors.

6. Cancellation

- a) Cancellation or Reduction of Booth by HCCA. An exhibitor's failure to submit payment can result in the cancellation of the assigned space. In addition, HCCA has the right to cancel, reduce, or redistribute allocated booth space upon reasonable cause or due to events that make performance impossible. In the event of such an occurrence, HCCA will provide written notification and agrees to negotiate in good faith toward refund or reduction of the exhibit fee. If any part of the exhibit area is damaged, or the exhibitor is not permitted to occupy their assigned space, the exhibitor will be charged only for space that was actually occupied. HCCA is released from any and all claims for damages that may arise in conjunction with the above.
- b) Show cancellation policy. The parties agree that if the HCCA Regional Compliance & Ethics Conference is cancelled in whole or in part, or its scheduled opening is cancelled or delayed, due to fire, explosion, strike, freight embargo, act of God, act of public enemy, act of war, war, act of terrorism, civil disturbance, act of any government, de jure or de facto, or governmental declaration or regulation, epidemic, or other event over which HCCA has no control, then the exhibitor contract may be immediately amended by HCCA, and the exhibitor hereby waives any and all claims against HCCA for damages, reimbursement, refunds, or compensation.
- c) Cancellation by exhibitor. Cancellation fee for exhibit space is \$250 if cancelled 14 days before the conference date. After 14 days, no refunds will be made.

7. Installation and dismantling of exhibit. Installation must take place during the times indicated, unless HCCA has previously provided written approval for installation at other times. Space not occupied by the start of the conference returns to HCCA for discretionary use. Dismantling begins at the conference's close and must be completed by the time indicated. Exhibitors dismantling prior to conference close will lose all points accumulated in the previous twelve months. Note: The exhibitor assumes all financial responsibility for installation and dismantling of the exhibit.

8. Booth Construction. One 6 foot table is provided along with one chair and a wastebasket. All display items must fit on top of the table or directly behind the table. There is space for a maximum of two banner stands behind the table.

9. Fire Protection. All exhibits must conform to fire laws, health regulations, electrical codes, and other ordinances of the local fire department. All materials used in the exhibit hall must be flameproof and fire resistant. All materials are subject to the inspection of the local fire department and their regulations shall govern. Any exhibits or parts thereof found not to be fireproof may be ordered to be dismantled. Enclosed ceilings are not permitted in the exhibit hall. The hotel reserves the right to dismantle any exhibit it feels does not conform to the fire laws, health regulations, electrical codes, and other ordinances of the local fire department.

Terms and Conditions

- 10. Indemnification.** Exhibitor shall defend, protect, indemnify, save, and hold HCCA, and its officers, directors, employees, and agents, the Facility in which HCCA meetings are being conducted, and all agents and employees thereof (hereinafter collectively called "Indemnitees") forever harmless from any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitor and/or its personnel, employees and agents, and further, exhibitor shall at all times defend, protect, indemnify, save, and hold harmless the Indemnitees against and from any and all losses, costs, damages, liability, or expenses (including attorney's fees) arising from, or out of, or by reason of any accident or bodily injury or other occurrences to any property, person, or persons, including the exhibitor, its agents, employees, and business invitees, which arise from, or out of, or by reason of said exhibitor's participation at the conference, the negligent or willful conduct of its personnel, employees and agents, and/or its occupancy and use of the facilities, or any part thereof.
- 11. Exhibitor insurance.** All property of the exhibitor is understood to remain under its custody and control in transit to and from or within the confines of the Facility. HCCA and the Facility do not maintain insurance covering exhibitor's conduct or property. Exhibitor shall carry Comprehensive General Liability coverage, including premises, operations, and contractual liability coverage of at least \$500,000 for Personal Injury Liability and \$500,000 for Property Damage Liability and Statutory Workers' Compensation insurance in full compliance with all federal and state laws. A certificate of insurance shall be furnished if requested by HCCA.
- 12. Facility rules.** Exhibitors shall strictly comply with all conditions imposed by the Facility in its contract with HCCA, and with the rules and regulations of the Facility.
- 13. Damage to property.** The exhibitor is liable for any damage caused to Facility floors, walls, columns, standard booth equipment, or other exhibitors' property. The exhibitor may not mark, tack, make holes, or apply paint, lacquer, adhesives, or other coating to building columns and floors or to standard booth equipment.
- 14. Americans with Disabilities Act.** Exhibitor represents and warrants (i) that its exhibit will be accessible to the full extent required by law; (ii) that its exhibit will comply with the Americans with Disabilities Act (ADA) and with any regulations implemented by the ADA; and (iii) that it shall defend, indemnify, and hold HCCA harmless from and against any and all claims and expenses, including attorneys' fees and litigation expenses that may be incurred by or asserted against HCCA, its officers, directors, agents, or employees on the basis of the exhibitor's breach of this paragraph or noncompliance with any of the provisions of the ADA.
- 15. Market research and surveys.** Exhibitors are not permitted to conduct surveys of conference attendees during the conference.
- 16. Attendee information distribution.** HCCA encourages exhibitor efforts to communicate with HCCA attendees. However, in an effort to meet exhibitor needs and also protect the privacy rights of our attendees, the following policies shall apply. Exhibitors may request either a business card. Regarding an Advance/Post Mailing List: HCCA may, at its discretion, also offer exhibitors the opportunity to communicate about their products and services through the pre-registered attendee postal address list and post-conference attendee postal address list, either or both of which may be available for purchase. This information is only provided to qualified HCCA exhibitors. Each list shall include attendee name, title, company and preferred postal mailing address as provided by the attendee. HCCA does not release attendee email addresses.
- 17. Picture taking, videotaping/audiotaping.** Exhibitors are not permitted to photograph, audiotape, or videotape sessions, exhibits, or any other part of the conference without express, written approval from HCCA.
- 18. Trademarks.** Exhibitor grants HCCA, without the right to sublicense, a nonexclusive, revocable, nontransferable, royalty-free, worldwide license to use and display Exhibitor company name and logo on HCCA website(s), print materials, and in other marketing media solely for purposes of promoting the Event and future events, provided that such use is in accordance with Exhibitor established brand guidelines. Exhibitor grants HCCA or anyone authorized by HCCA the right to use or publish, in print or electronic format, any photographs or video taken during the Event which contain images of Exhibitor's booth or space, including any trademarks, logos, or other images displayed in or on Exhibitor's booth or space, as well as any images or likenesses of Exhibitor's employees, contractors, subcontractors, or agents in the Exhibit Hall or at the Event.
- 19. Exceptions.** Any request for exceptions to these Terms & Conditions must be submitted in writing to HCCA at least two weeks prior to the conference start date. HCCA reserves the right to make exceptions to these Terms & Conditions in its sole discretion.

Exhibiting Application

Logistics Coordinator (please print)

Full name _____
Company _____
Email _____
Phone _____

On-site Exhibitor Attendee (please print)

Full name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone _____
Email _____
Contact person _____
Contact person's title _____
Signature _____

This agreement shall not be binding unless it is signed by an authorized representative of the applicant's firm. By signing below, I hereby certify that I have read and will abide by the exhibitor Terms and Conditions viewable at, including the use of your information that may be shared with conference exhibitors, attendees, speakers, affiliates, and partners for promotional and/or networking purposes. To see the full use of your information or if you wish to opt-out, visit hcca-info.org/privacy.

In addition, all participants of our in-person conferences will be required to agree to the Personal Accountability Commitment, the Assumption of Risk, and the Liability Waiver and Release viewable at corporatecompliance.org/conference/tandc.

Exhibiting Opportunities

Exhibit booth fee \$1,000

To purchase additional conference registrations at \$175 each, please contact Amber Zerín directly at amber.zerin@corporatecompliance.org. A separate registration form will be emailed to you.

TOTAL \$ _____

Conference Locations

Please check the conferences you would like to exhibit.

- | | |
|--|---|
| <input type="checkbox"/> September 10, 2021 • Boston, MA | <input type="checkbox"/> October 29, 2021 • Louisville, KY |
| <input type="checkbox"/> September 10, 2021 • Minneapolis, MN | <input type="checkbox"/> November 5, 2021 • Scottsdale, AZ |
| <input type="checkbox"/> September 17, 2021 • Kansas City, MO | <input type="checkbox"/> November 5, 2021 • Nashville, TN |
| <input type="checkbox"/> September 24, 2021 • Indianapolis, IN | <input type="checkbox"/> December 3, 2021 • San Francisco, CA |
| <input type="checkbox"/> October 7-8, 2021 • Honolulu, HI | <input type="checkbox"/> December 10, 2021 • Houston, TX |
| <input type="checkbox"/> October 15, 2021 • Denver, CO | <input type="checkbox"/> December 10, 2021 • Richmond, VA |
| <input type="checkbox"/> October 22, 2021 • Chicago, IL | |

Billing Information

50% Deposit Payment in full

Subtotal: \$ _____

Discount:

3-4 conferences(10%) _____
5 or more conferences(15%) _____

Total: \$ _____

BY MAIL — Enclose application and check payable to HCCA:

HCCA
6462 City West Parkway
Eden Prairie, MN 55344
888.580.8373 or 952.988.0141 (p) • 952.988.0146 (f)

BY FAX 952.988.0146 — I authorize HCCA to charge my credit card.

CREDIT CARD: American Express MasterCard Visa Discover

Due to PCI Compliance, please **DO NOT** provide any credit card information via email. You may email the exhibiting application (without credit card information) and call HCCA registration with the credit card account number and expiration date at 888.580.8373 or 952.988.0141.

Credit Card Account Number _____
Credit Card Expiration Date _____
Cardholder's Name _____
Cardholder's Signature _____

By submitting you agree to the terms, conditions and use of information

Cancellation fee for exhibit space is \$250 if cancelled 14 days before the conference date. After 14 days no refunds will be made.

All payments must be made in full at least 7 days prior to conference date.

Upon completion of this form, please email your 75-word company description and your company logo (preferably as two separate files: one web-ready JPEG or GIF and one print-ready Illustrator-compatible AI or EPS vector file) to Amber Zerín at amber.zerin@corporatecompliance.org.

OFFICE USE ONLY
Date received _____ By _____