

# 2for1

SCCE's Higher Education Compliance Conference and HCCA's Research Compliance Conference offer a combined Exhibit Hall—interact with attendees from both conferences. Enjoy more traffic, greater exposure, and the opportunity to get leads from a much broader audience.

EXHIBIT / SPONSOR / ADVERTISE

# Prospectus

# Higher Education Compliance Conference

# Research Compliance Conference

June 9-12, 2019 • Orlando, FL  
Loews Royal Pacific

Exhibit Dates: June 9-11



[corporatecompliance.org](http://corporatecompliance.org)



[hcca-info.org](http://hcca-info.org)

# Reach Your Target Audience

Higher Education Compliance Conference / Research Compliance Conference

June 9-12, 2019 • Orlando, FL • Loews Royal Pacific

Make meaningful connections  
with compliance professionals.



As the primary conferences for those involved in compliance in higher education or research, SCCE's Higher Education Compliance Conference and HCCA's Research Compliance Conference offer a unique chance to promote your product or services to a highly targeted and qualified audience.

Take advantage of exhibiting, sponsoring and/or advertising opportunities and:

- Gain high visibility and build brand awareness with compliance professionals across the country.
- Develop relationships with new prospects and strengthen ties with existing clients.
- Heighten your credibility through close association with the largest organization of its kind.

In addition to participating in their choice of 40+ unique educational sessions, attendees often gather in the Exhibit Hall to discover the latest solutions from leading providers of software, services, and more. Breakfasts, networking breaks, dessert, and two receptions are held inside the Exhibit Hall, providing ample opportunity to connect with new and existing clients.

## DATES TO REMEMBER

*2019 call for speakers (now closed)*

August 31–October 1 2018

*Early bird registration ends*

April 11, 2019

*Conference registration and  
exhibit-only forms due*

May 10, 2019

## EXHIBIT SET-UP

**Sunday June 9**

11:30 AM – 3:30 PM\*

## EXHIBIT VIEWING HOURS

**Sunday June 9**

Opening Reception: 4:15 – 5:30 PM

**Monday June 10**

Exhibit Hall Open: 7:30 AM – 6:30 PM

Networking Reception: 5:30 – 6:30 PM

**Tuesday June 11**

Exhibit Hall Open: 7:30 – 10:00 AM

## TEARDOWN

**Tuesday June 11**

10:00 – 11:00 AM\*

*\*Please contact Lori Dahmes at +1 952.567.6213 or [lori.dahmes@corporatecompliance.org](mailto:lori.dahmes@corporatecompliance.org) if you are unable to set up or tear down during the specified time slots. Additional information will be provided upon receipt of your application and payment.*

*Times and layout are subject to change and will be confirmed prior to the event. Exhibitors are not required to staff booths during times attendees are in session.*

# Exhibit for Maximum Exposure

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## EXHIBITOR PRICING & BENEFITS

Table-top exhibit display: \$1,650 USD\*

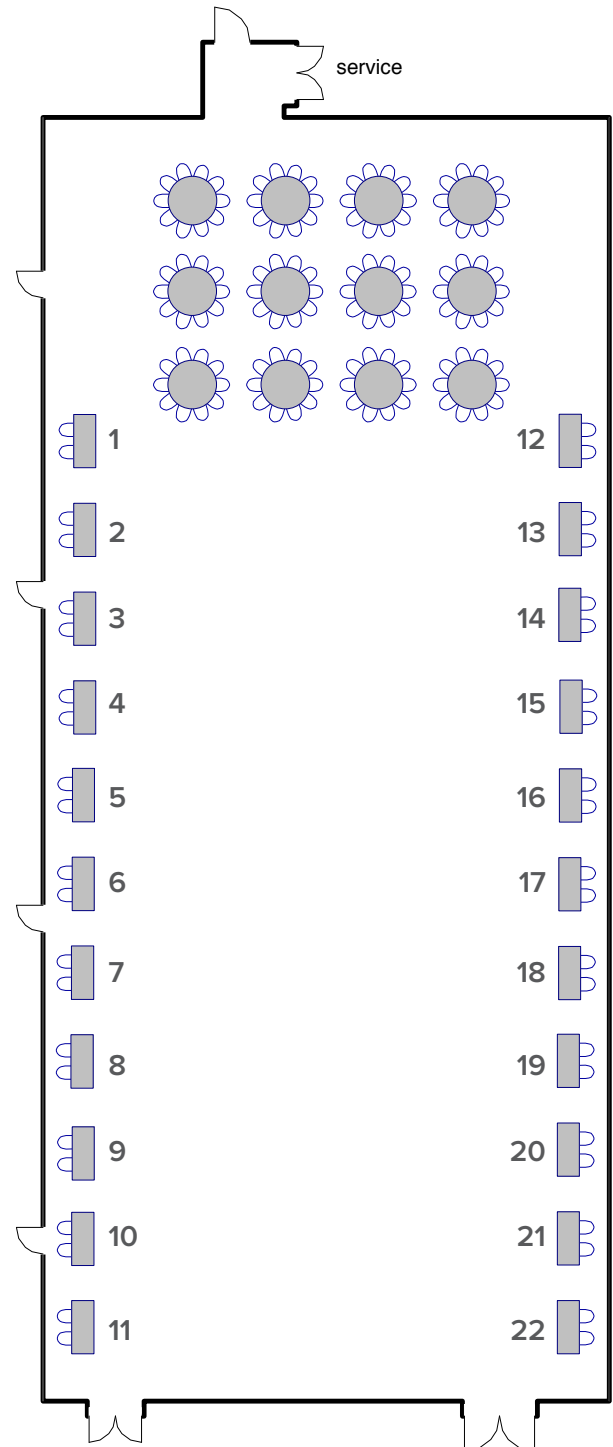
6' draped table*	✓
Two chairs plus wastebasket	✓
Two free Exhibit Area Only staff badges per table-top (additional badges \$250 each)	✓
Two reduced-rate attendee full conference registrations per company at \$450 each	✓
Links to online logo and company description/website on the conference website event page.	✓

\* Includes space for a small display to set on the table, or a maximum of two banner stands.

## Past exhibiting companies:

- |                           |                            |
|---------------------------|----------------------------|
| - Ankura Consulting Group | - HCCS / Healthstream Inc. |
| - Axiom Mentor            | - Huron Consulting Group   |
| - Cayuse LLC              | - iMedRIS Data Corporation |
| - Complion                | - i-Sight                  |
| - Cornerstone OnDemand    | - Maize Analytics Inc      |
| - CynergisTek             | - Morehead Consulting      |
| - Ethisphere              | - NAVEX Global             |
| - EVERFI                  | - Ntracts                  |
| - Florence Healthcare     | - PFS Clinical             |

## Exhibit Hall



# Sponsorship Opportunities

Higher Education Compliance Conference / Research Compliance Conference

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Increase your brand awareness among this highly relevant audience with a sponsorship package

## SPONSORSHIP LEVELS

Platinum Sponsor ..... \$7,000 USD or more

Gold Sponsor ..... \$5,000 USD or more

Silver Sponsor ..... \$3,000 USD or more

SPONSORSHIP BENEFITS	SILVER	GOLD	PLATINUM
Company name/logo on all conference email correspondence			✓
Pre-conference attendee list for a one-time postal mailing*			✓
Complimentary Conference registrations	1	2	3
Company logo displayed inside the conference brochure	✓	✓	✓
Link to company name, logo, and description (approx. 75 words) on conference web page	✓	✓	✓
Post-conference attendee list for a one-time postal mailing*	✓	✓	✓

\* Signature on List Use Agreement is required.

**SEE PAGE 5** for details of the available sponsorship opportunities.

# Sponsorship Opportunities

Higher Education Compliance Conference / Research Compliance Conference

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Choose one or more of our sponsorship opportunities below.

## PLATINUM

### Tote Bags

Your name and logo will appear on the front of large canvas bags which are distributed to all conference attendees.

[\$7,000]

### Journals

Each attendee will receive a journal. We'll imprint your logo on the front (one color).

[\$7,000]

### Exhibit Area Receptions

Exhibit Area receptions provide attendees the opportunity to greet old friends, make new acquaintances, and visit with exhibitors in a casual and festive environment. Signage will be displayed in the reception area.

[Sunday = \$7,000]

[Monday = \$7,000]

### Networking Lunch

Networking luncheons promise excellent visibility in an environment where the audience is focused on industry issues.

[Monday = \$7,000]

### Mobile App

The SCCE mobile app is an innovative application that works on any Apple or Android mobile device capable of accessing the Internet. Attendees will use this application to view conference information, create a customizable schedule, select vendors they want to visit during the show, and access PowerPoint presentation slides for their sessions. As the sponsor you will see your logo on the app loading screen as well as on the main "Now" screen that serves as the homepage for the app. Clicking your logo/banner ad will go to a desired location of your choice— website, PDF, etc.—allowing you to customize your message to the attendees. This is great exposure and the latest trend in conferences.

[\$7,000]

## GOLD

### Continental Breakfasts

A continental breakfast will be provided for all attendees on Monday and Tuesday. Your company name will be displayed on signs near the food stations.

[Monday = \$5,000]

[Tuesday = \$5,000]

### Water Bottles

Your company logo and company information will appear on the bottle. Water bottles will be distributed in attendee bags.

[\$5,000]

### Badge Holder Lanyards

All registrants will wear your company name around their necks.

[\$5,000]

### Flat flashlights—Magnetic

Your company logo will appear on the flashlight. The "smashlight" has four superbright LED bulbs, two replaceable batteries, and a magnetic back. They will be distributed in the attendee tote bags.

[\$5,000]

## SILVER

### Notepads

A notepad imprinted with your logo will be inserted in the attendee bag.

[\$3,000]

### Calculators

Slim-style calculators will bear your company logo on the front. All attendees will receive the calculator.

[\$3,000]

### Internet Café

Your company name and logo will be set as the home page on a minimum of three computers that will be available in the Internet Café.

[\$3,000]

### Session Room Signage

Every session room will have signage indicating the sessions in that room. Have your logo and booth number at the bottom of these signs that every attendee will see.

[\$3,000]

### PLEASE NOTE:

*Prior sponsors have first right of refusal.*

## Advertising Opportunities

### Attendee Tote Bag Inserts

Place marketing material in all attendee tote bags. (Company to provide their marketing material.)

[\$500 USD]

### Pre-registration list

Pre-conference attendee list for a one-time postal mailing. (Signature on List Use Agreement is required.)

[\$350 USD]

### Mobile App E-Bag Insert Ad

Connect with attendees via an electronic ad sheet on the Mobile App. Encourage them to stop by your booth for a discount or giveaway something special, or take them to an offer page on your website.

Your ad sheet will be placed on your company description page, and a link to all of the E-bag inserts will be on the mobile app menu and on the homepage at the Internet Café.

[\$500 USD]

**AD SPECIFICATIONS:** Vector image; 350 pixels wide x 400 pixels high  
**MATERIALS DUE:** May 24, 2019

# Get to know SCCE and HCCA

**Higher Education Compliance Conference / Research Compliance Conference**

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## About SCCE

SCCE currently has 7,300+ members and more than 4,400 individuals actively holding one or more of the Compliance Certification Board (CCB)<sup>®</sup> corporate compliance certifications. Certification exams are offered on-site following the Higher Education Compliance Conference.

## SCCE's mission

SCCE exists to champion ethical practice and compliance standards in all organizations and to provide the necessary resources for compliance professionals and others who share these principles.

## SCCE's vision

The vision of SCCE is to be the preeminent compliance and ethics association promoting lasting success and integrity of organizations worldwide.

## Major functions

1. To promote quality compliance programs—their introduction, development, and maintenance
2. To provide a forum for interaction and information exchange to enable our members to provide high-quality compliance programs
3. To create high quality educational opportunities for those involved with compliance

## Services

- SCCE's monthly magazine for members, Compliance & Ethics Professional
- Corporate Compliance Weekly News (CCWN), SCCE's weekly email newsletter of current events in compliance
- Compliance job postings
- Educational products: books, videos, and other training materials
- International, national, and regional educational conferences
- Basic Compliance & Ethics Academies offered globally
- SCCEnet<sup>®</sup>, the online social network for compliance & ethics professionals
- Web conferences covering hot topics, for learning without leaving your desk
- The Compliance & Ethics Blog—your industry resource for compliance & ethics news
- Member discounts
- And more!

Learn more and join today  
[corporatecompliance.org/membership](http://corporatecompliance.org/membership)

## About HCCA

HCCA currently has 12,100+ members and more than 6,800 individuals actively holding one or more of the Compliance Certification Board (CCB)<sup>®</sup> healthcare compliance certifications. Certification exams are offered on-site following the Research Compliance Conference.

## HCCA's mission

HCCA exists to champion ethical practice and compliance standards, and to provide the necessary resources for healthcare compliance professionals and others who share these principles.

## HCCA's vision

HCCA's vision is to be the preeminent healthcare compliance association, promoting the lasting success and integrity of healthcare organizations across the country.

## Major functions

1. To promote quality compliance programs in healthcare—their introduction, development, and maintenance.
2. To provide a forum for interaction and information exchange to enable our members to provide high-quality compliance programs.
3. To create high-quality educational opportunities for those involved with compliance in the healthcare industry.

## Services

- HCCA's monthly magazine for members, Compliance Today
- Compliance Weekly News (CWN), HCCA's weekly email newsletter
- Compliance job postings
- Educational products: books, videos, and other training materials
- National and regional educational conferences around the country
- Basic Compliance Academies offered across the U.S.
- HCCAnet<sup>®</sup>, the online social network for healthcare compliance professionals
- Web conferences covering hot topics, for learning without leaving your desk
- The Compliance & Ethics Blog—your industry resource for compliance & ethics news
- Member discounts
- And more!

Learn more and join today  
[hcca-info.org/membership](http://hcca-info.org/membership)

# Hotel & Conference Location

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## Loews Royal Pacific

6300 Hollywood Way

Orlando, FL 32819

[loewshotels.com/royal-pacific-resort](http://loewshotels.com/royal-pacific-resort)

Online reservations: [bit.ly/Loews-Royal](http://bit.ly/Loews-Royal)

Telephone reservations: **866-360-7395**

*(Indicate that you are affiliated with the SCCE Higher Education Compliance Conference)*

## Additional Room Block:

### Lowes Sapphire Falls

6601 Adventure Wa

Orlando, FL 32819

[loewshotels.com/sapphire-falls-resort](http://loewshotels.com/sapphire-falls-resort)

Online reservations: [bit.ly/Loews-Sapphire](http://bit.ly/Loews-Sapphire)

Telephone reservations: **866-360-7395**

*(Indicate that you are affiliated with the SCCE Higher Education Compliance Conference)*

## Reservation details

A reduced rate of \$235 per night for single/double occupancy plus applicable state and local taxes has been arranged for this conference. This rate is good through Monday, May 20, 2019 or until the group room block is full, whichever comes first. Reservation must be accompanied by a first night room deposit which is refundable five days prior to arrival.

Group Rate includes complimentary internet in sleeping room and complimentary fitness access. Guests receive exclusive theme park benefits including: Universal Express Unlimited™ ride access, Early Park Admission (valid theme park admission required), complimentary water taxis, shuttle buses or walking paths to the theme parks and Universal CityWalk™.

**PLEASE NOTE:** Neither SCCE or HCCA nor any hotel it is affiliated with will ever contact you to make a hotel reservation. If you receive a call soliciting reservations on behalf of SCCE or the event, it is likely from a room poacher and may be fraudulent. We recommend you make reservations directly with the hotel using the phone number or web link in this brochure. If you have concerns or questions, please contact +1 952.933.4977 or 888.277.4977.

## Speak at SCCE and HCCA Conferences

Exhibitors and sponsors are welcome to submit speaking proposals when the call for speakers is open for SCCE and HCCA conferences. Submissions will be evaluated based on the merits of the proposed topic, the content, and the speaker(s), at the same time and alongside all of the other speaking proposals for the conference. Sponsoring/exhibiting at the conference does not entitle an organization to a speaking slot, nor does it earn any preferences.

*For more information about speaking at SCCE conferences, visit [corporatecompliance.org/events/CallforSpeakers.aspx](http://corporatecompliance.org/events/CallforSpeakers.aspx).*

*For more information about speaking at HCCA conferences, visit [hcca-info.org/Events/CallforSpeakers.aspx](http://hcca-info.org/Events/CallforSpeakers.aspx).*

# Terms & Conditions

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As a condition of being an Exhibitor and/or Sponsor at the Society of Corporate Compliance and Ethics/Healthcare Compliance Association's Higher Education Compliance Conference/Research Compliance Conference (the "Conference"), all Exhibitors and/or Sponsors agree to the following Exhibitor & Sponsor Terms and Conditions ("Terms and Conditions"). By submitting a booth space or sponsorship application, Exhibitors and Sponsors agree to abide by these Terms and Conditions, and any other rules and regulations set forth for the Conference, including any special requirements that are imposed by the facility at which the Conference will be held ("Facility"). Exhibitor and/or Sponsor agrees and understands that these Terms and Conditions are contractual in nature, and become part of the binding and legally enforceable agreement between the Exhibitor/Sponsor and SCCE/HCCA relating to Exhibitor's/Sponsors attendance and exhibiting activities at the Conference.

**1. Eligibility to Exhibit.** Exhibitor's products and services must be relevant to the compliance profession. Exhibitor must be in good financial standing with SCCE/HCCA. SCCE/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 SCCE/HCCA.

**2. Space Assignment.** All dimensions and locations shown on the official floor plan are believed, but not warranted, to be accurate. SCCE/HCCA reserves the right to make such modifications as may be necessary to meet the needs of the Exhibitors and the exhibit program. Booth space reservations will be open to the public and space will be assigned on a first-come, first-served basis by the date the booth space contract and deposit are received. If an Exhibitor's first selection of space has already been assigned, SCCE/HCCA will allocate the next-best available space. Upon receipt of contract and deposit, space assignment(s) will be sent within five to seven business days. If the exhibit hall space is sold out, notification will be made immediately by email and the organization applying to exhibit is placed on a waiting list. SCCE/HCCA assumes that the exhibit space assignment is accepted unless SCCE/HCCA receives a written denial within 7 days of notification. Assignments made within 30 days of the start of the conference are assumed to be final at the time that they are made. Date of notification is the date SCCE/HCCA emails the notification. SCCE/HCCA reserves the right to modify the floor plan or move the Exhibitor's booth location to accommodate floor plan configuration or traffic flow.

**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. Exhibitor and/or Sponsor company descriptions in the on-site conference guide will be limited to one company name and identity listing. 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 and Sponsor Code of Conduct.** All Exhibitors and Sponsors agree to abide by the following Code of Conduct, and agree to SCCE/HCCA's right to take immediate action to restrict or evict Exhibitor/Sponsor 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 SCCE/HCCA conferences.

- The Exhibitor/Sponsor 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 SCCE/HCCA staff.
- SCCE/HCCA reserves the right to prohibit any exhibit and/or Exhibitor/Sponsor that, in its sole discretion and judgment, is inappropriate, offensive, or may detract from the general character of the Conference.
- SCCE/HCCA reserves the right to remove, without compensation, any exhibit and/or Exhibitor/Sponsor that, in SCCE/HCCA's sole discretion and judgment, is inappropriate, offensive, or may detract from the general character of the Conference.
- SCCE/HCCA reserves the right to require the removal of any Exhibitor/Sponsor personnel who engage in behavior which, in the sole discretion of SCCE/HCCA, is determined to be objectionable to other Exhibitors, conference attendees, visitors and/or SCCE/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. SCCE/HCCA reserves the right to restrict exhibits to a minimum noise levels.

**5. Exhibitor/Sponsor-Hosted Functions.** Only Exhibitors and Sponsors may host functions at the Conference. Functions may not be scheduled at times that conflict with conference sessions or receptions.

### 6. Cancellation.

- Conference Cancellation Policy. The parties agree that if the 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 SCCE/HCCA has no control, then the Exhibitor contract may be immediately amended or cancelled by SCCE/HCCA, and the Exhibitor hereby waives any and all claims against SCCE/HCCA for damages, reimbursement, refunds, or compensation.
- Cancellation or Reduction of Booth by SCCE/HCCA. An Exhibitor's failure to submit payment in accordance with the terms and conditions of the applicable invoice from SCCE/HCCA may result in the cancellation of the assigned space, in SCCE/HCCA's sole discretion. In addition, SCCE/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



# Terms & Conditions

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of such an occurrence, SCCE/HCCA will provide written notification to any affected Exhibitor/Sponsor and agrees to negotiate in good faith toward refund or reduction of the exhibit or sponsorship fee. If any part of the exhibit area is damaged, or the Exhibitor is not permitted to occupy its assigned space, the Exhibitor will be charged only for space that was actually occupied. SCCE/HCCA is released from any and all claims for damages that may arise in conjunction cancellation or reduction of an Exhibitor's booth pursuant to this provision.

- Cancellation by Exhibitor/Sponsor. A 50% deposit is required for all booth rentals and sponsorships. Balance must be paid in full and received by SCCE/HCCA by May 10, 2019, and 100% payment is due on all applications after May 10, 2019. Cancellation fee for exhibit space and/or sponsorships is the 50% deposit if cancelled before May 10, 2019. No refunds will be made after this date. Deposits are non-refundable.

**7. Installation and Dismantling of Exhibit.** Installation must take place during the times provided by SCCE/HCCA, unless SCCE/HCCA has previously provided written approval for installation at other times. Space not occupied by the start of the conference returns to SCCE/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. Registration and Housing.** Registration information will be available on the SCCE/HCCA website. Exhibitors are encouraged to book their hotel rooms through the SCCE/HCCA's room block at the Conference venue.

**9. Meeting Rooms.** To request meeting room space at the Conference, please contact SCCE/HCCA.

**10. Exhibitor Service Kit.** All Exhibitors receive an Exhibitor Service Kit electronically, including order forms for ancillary services at the Conference.

**11. Union.** Local union jurisdiction applies. Detailed information will be provided to Exhibitors in the Exhibitor Service Kit.

**12. Security.** Although security services may be furnished, neither SCCE/HCCA nor the Facility will be responsible for damage to, loss, or theft of property belonging to any Exhibitor, Sponsor, their agents, employees, business invitees, visitors, or guests. Security information will be available in the Exhibitor Service Kit.

**13. Indemnification.** Exhibitor/Sponsor shall indemnify, defend and hold harmless SCCE & HCCA from and against all claims, losses and liabilities and causes of action, including reasonable attorney's fees, resulting from any claim, suit, fine, penalty action or proceeding arising from, or out of, or by reason of (a) Exhibitor's/Sponsor's breach of these Terms and Conditions, (b) Exhibitor or Sponsor's violation of any applicable law, regulation or ordinance, (c) any accident or bodily injury or other occurrences to any property, person, or persons, including the Exhibitor/Sponsor, its agents, employees, and business invitees, which arise from, or out of, or by reason of said Exhibitor's/Sponsor's participation at the Conference, or (d) any negligence, gross negligence or intentional misconduct by Exhibitor/Sponsor, or employee, agent or any other third party on behalf of Exhibitor/Sponsor in connection with the Conference. Exhibitor/Sponsor's indemnification obligation to SCCE & HCCA shall survive the termination of these Terms and Conditions.

**14. Exhibitor/Sponsor Insurance.** All property of the Exhibitor/Sponsor is understood to remain under its custody and control in transit to and from or within the confines of the Facility. SCCE/HCCA and the Facility do not maintain insurance covering Exhibitor's/Sponsor's conduct or property. Exhibitor/Sponsor shall carry Commercial 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 SCCE/HCCA.

**15. Facility Rules.** Exhibitors and Sponsors shall strictly comply with all conditions imposed by the Facility in its contract with SCCE/HCCA, and with the rules and regulations of the Facility.

**16. 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 mar, tack, make holes, or apply paint, lacquer, adhesives, or other coating to building columns and floors or to standard booth equipment

**17. 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 SCCE & 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 SCCE & 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.

**18. Mergers.** In the event of a merger of two or more Exhibitors or Sponsors, the following rules will apply: one main contact will be designated by the purchasing company to SCCE/HCCA, for all related correspondence and questions. The Exhibitor or Sponsor company will have one identity in the on-site Conference guide. A courtesy listing (example: ABC Company, see WorldAlliance), within one year of the acquisition or merger, will be provided if requested in writing. The cancellation policy set forth in these Terms and Conditions will apply to mergers regardless of the ability of SCCE/HCCA to resell the booth space.

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**19. Market Research and Surveys.** Exhibitors and Sponsors are not permitted to conduct surveys of conference attendees during the conference.

**20. Announcements.** No public announcement of door prize winners will be made.

**21. Attendee Information Distribution.** SCCE/HCCA encourages Exhibitor and Sponsor efforts to communicate with SCCE/HCCA attendees. However, in an effort to meet Exhibitor needs and also protect the privacy rights of our attendees, the following provisions shall apply. Exhibitors may request either a business card or may scan attendee badge barcodes using lead retrieval equipment to obtain contact information for follow-up. For Barcode Lead Scans, SCCE/HCCA agrees to release to the Exhibitor, where it is authorized to do so, attendee name, title, company, work postal mailing address, work phone, fax and e-mail, as provided by the attendee. Unless otherwise individually agreed with each attendee, Exhibitors shall (i) use attendee information in accordance with each attendee's reasonable expectations, (ii) limit the use of attendee information to contacting each attendee no more than twice and no later than within 30 days following the exhibition, (iii) put in place reasonable technical and organizational measures to ensure the security of attendee information, (iv) comply with the rights of attendees including any opt-out requests, (v) not transfer attendee information to any third party outside the Exhibitor/Sponsor and any affiliate entities of Exhibitor/Sponsor, and (vi) comply with all applicable laws in relation to the use of attendee information. Regarding an Advance/Post Mailing List: SCCE/HCCA may, at its discretion, also offer Exhibitors/Sponsors 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 SCCE/HCCA Exhibitors and Sponsors pursuant to the terms of SCCE/HCCA's Conference Attendee List One-Time Use License. Each list shall include attendee name, title, company and preferred postal mailing address as provided by the attendee. SCCE/HCCA does not release attendee email addresses. Any Advance/Post Mailing List remains the property of SCCE/HCCA, and may not be sold or distributed by Exhibitor/Sponsor to third parties.

**22. Children.** Due to health and safety considerations, children under the age of 18 will not be admitted to the exhibit program or educational sessions.

**23. Picture taking, videotaping/audio taping.** Exhibitors are not permitted to photograph, audiotape or videotape sessions, exhibits, or any other part of the conference without express, written approval from SCCE/HCCA.

### **24. Music Licensing.**

(a) Exhibitor/Sponsor and SCCE/HCCA acknowledge that any public performance of music during the Conference requires a license. Exhibitor agrees to secure all licenses required for all such performances which occur in any area of the Facility exclusively reserved for Exhibitor's/Sponsor's use, including in an exhibit booth or Sponsor area. Exhibitor/Sponsor shall also cause its subcontractors to secure all licenses for their public performances of music. For purposes of this provision, a public performance is one that occurs "in a place open to the public or at any place where a substantial number of persons outside of a normal circle of a family and its social acquaintances is gathered."

(b) The foregoing provision applies to all public performances of music, including but not limited to live performances, as well as performances over television, radio, and by Internet or digital wireless service.

(c) Should Exhibitor/Sponsor use television, movies, video, or other media in its exhibit booth or Sponsor area (irrespective of whether music is incorporated in such media), Exhibitor/Sponsor shall also be required to secure all other licenses required by law for such performances.

(d) If SCCE/HCCA is contacted after the Event by a performing rights society or another entity seeking license fees for the unauthorized public performance of music or other media in an area exclusively used by Exhibitor/Sponsor, Exhibitor/Sponsor shall promptly either: (i) pay the applicable license fees within ten (10) days of notification; or (ii) contest the validity of the request for license fees, in which case Exhibitor shall indemnify, defend, and hold SCCE/HCCA harmless from and against any claims, demands, judgments or liabilities arising from the failure to promptly pay all fees when due. This provision shall survive after the Conference and after termination of these Terms and Conditions.

**25. Promotion During Conference.** Exhibitors/Sponsors are not allowed to place brochures, stickers, signs, pens, posters or marketing materials anywhere other than within their own booth space.

**26. Trademarks.** Exhibitor/Sponsor grants SCCE/HCCA, without the right to sublicense, a nonexclusive, revocable, nontransferable, royalty-free, worldwide license to use and display Exhibitor/Sponsor's company name and logo on SCCE/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/Sponsor's established brand guidelines. If Exhibitor/Sponsor elects to become a branded Sponsor for any portion of the Event, the use of Exhibitor/Sponsor's logo, marks, or artwork (collectively "Sponsor Artwork") on any Event merchandise or collateral is subject to the prior approval of SCCE/HCCA, which reserves the right to reject any Sponsor Artwork that, in SCCE/HCCA's sole discretion, fails to meet the defined specifications or general standards of quality for SCCE/HCCA events. Exhibitor grants SCCE/HCCA or anyone authorized by SCCE/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.

Exhibitor/Sponsor has no right to use the name, logo or trademarks of SCCE & HCCA as a result of being an Exhibitor/Sponsor at the Conference.

# Sponsorship & Exhibiting Application

Higher Education Compliance Conference / Research Compliance Conference

June 9-12, 2019 • Orlando, FL • Loews Royal Pacific

## Contact Information (Please type or print.)

Company Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City/Town \_\_\_\_\_ State/Province \_\_\_\_\_  
Country \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Contact Person's Title \_\_\_\_\_

## Sponsorship Opportunities

### PLATINUM LEVEL

- Tote Bags ..... \$7,000
- Journals ..... \$7,000
- Exhibit Area Reception: Sunday ..... \$7,000
- Exhibit Area Reception: Monday ..... \$7,000
- Networking Lunch: Monday ..... \$7,000
- Mobile App ..... \$7,000

### GOLD LEVEL

- Continental Breakfast: Monday ..... \$5,000
- Continental Breakfast: Tuesday ..... \$5,000
- Water Bottles ..... \$5,000
- Badge Holder Lanyards ..... \$5,000
- Flat Flashlights ..... \$5,000
- Popsockets ..... \$5,000

### SILVER LEVEL

- Calculators ..... \$3,000
- Internet Café ..... \$3,000
- Session Room Signage ..... \$3,000
- Volunteer Project ..... \$3,000

## Advertising Opportunities

- Attendee Tote Bag Inserts ..... \$500
- Mobile App E-Bag Insert Ad ..... \$500
- Pre-registration list ..... \$350

Sponsorship/Advertising TOTAL \$ \_\_\_\_\_

Questions? [lori.dahmes@corporatecompliance.org](mailto:lori.dahmes@corporatecompliance.org)

## Logistics Coordinator (Please type or print.)

Full Name \_\_\_\_\_  
Email \_\_\_\_\_  
Phone \_\_\_\_\_

## Exhibit Rental

Table-Top Exhibit Space \_\_\_\_\_ @ \$1,650 \$ \_\_\_\_\_  
(includes 2 exhibit hall badges)  
TOTAL \$ \_\_\_\_\_

## Table Choice (See floor plan for location numbers):

1st choice: \_\_\_\_\_ 2nd choice: \_\_\_\_\_ 3rd choice: \_\_\_\_\_

## Billing Information

TODAY'S DEPOSIT \$ \_\_\_\_\_ out of TOTAL \$ \_\_\_\_\_

## Payment Options

- Invoice me  Check enclosed (payable to SCCE)
- Wire Transfer (email [helpsteam@corporatecompliance.org](mailto:helpsteam@corporatecompliance.org) for instructions)
- I authorize SCCE to charge my credit card (choose card below)

Due to PCI Compliance, please **DO NOT** provide any credit card information via email. You may email the application (without credit card information) to [helpsteam@corporatecompliance.org](mailto:helpsteam@corporatecompliance.org) and call SCCE at +1 952.933.4977 or 888.277.4977 with your credit card information.

CREDIT CARD:  American Express  MasterCard  Visa  Discover

Credit Card Account Number \_\_\_\_\_

Credit Card Expiration Date \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

50% deposit is required for all booth rentals & sponsorships. Balance must be paid in full by May 10, 2018. Deposits are non-refundable. The hotel requires proof of insurance from each exhibiting company. You must furnish a Certificate of Liability with \$1,000,000 minimum general liability.

## AUTHORIZED SIGNATURE

This agreement shall not be binding unless it is signed by an authorized representative of the applicant's firm and is accepted and signed by SCCE. By signing below, I hereby certify that I have read and will abide by the "Terms and conditions" in this prospectus.

\_\_\_\_\_  
Authorized Signature

OFFICE USE ONLY  
Date received \_\_\_\_\_ By \_\_\_\_\_



6500 Barrie Road, Suite 250  
Minneapolis, MN 55435-2358, United States  
[corporatecompliance.org](http://corporatecompliance.org)



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