



Dear Potential Vendor:

As a member of the Nevada Medical Group Management Association and chair of the vendor committee I would like to present to you an opportunity to participate in our annual conference. For returning vendors I would like to thank you for your long standing support and commitment to making our annual event a success.

The 2019 annual conference will be held at the Silver Legacy Reno Ballroom on Thursday, April 18, 2019

The Northern Nevada MGMA conference has continued to grow each year, last year we had over 100 attendees. Attendees are encouraged to visit vendors between sessions by giveaways and announcements at the beginning and end of each session. I have detailed vendor opportunities in this packet. Vendor locations will be based on a first come first pay basis.

Vendor registration can be done online at <https://mgmanv.org/event-3154259>.

If you have any questions or concerns please feel free to reach out to me at kreese@greatbasinortho.com or via phone at 775-236-2056.

Thank you for your time and consideration. I look forward to working with you.

Best Regards,

Kelsey Reese
Vendor Chair



Exhibitor Booth

Booth: \$600

Benefits

- 8 ft x 6 ft draped space
- One 8 ft table and two chairs
- Booth representative(s) will receive two breakfast and two lunch passes, an invitation to the evening cocktail event, and have the opportunity to network with conference attendees during these times
- Booth representatives are invited to attend all education and general sessions
- Listing in the onsite program
- Onsite signage
- A full list of attendees will be emailed to the Exhibitor one week prior to the conference and one week post conference.

Sponsorships

All sponsors receive the same benefits as an exhibitor booth. Additional benefits are listed per sponsorship.

Breakfast Sponsorship: \$1,500

(Exclusive Category only 2 sponsorships available)

- Three Sponsor Passes which includes Breakfast, Lunch and Cocktail hour
- Sponsorship of breakfast for the day of the conference
- Signage during the breakfast
- 5 minute presentation at the breakfast
- 5 minute sales presentation at a monthly NVMGMA meeting

Lunch Sponsorship- \$1,500

(Exclusive Category only 2 sponsorships available)

- Three Sponsor Passes which includes Breakfast, Lunch and Cocktail hour
- Sponsorship of lunch for the day of the conference
- Signage during the lunch
- 5 minute presentation at the luncheon
- 5 minute sales presentation at a monthly NVMGMA meeting

Evening Cocktail Sponsorship-\$2,000

(Exclusive Category only 4 sponsorships available)

- Three Sponsor Passes which includes Breakfast, Lunch and Cocktail hour
- Sponsorship of the cocktail reception the evening of the conference



- Signage during the reception
- 5 minute presentation at the cocktail reception
- 5 minute sales presentation at a monthly NVMGMA meeting
- Grand Prize giveaway at Cocktail hour
- Opportunity to choose entertainment provided at cocktail reception

Event Sponsorship- \$3,000

(Exclusive Category only 2 sponsorships available)

- Four Sponsor Passes which includes Breakfast, Lunch and Cocktail hour
- Signage at all meeting rooms
- Logo on event brochure
- 16'x6' draped space in front and center position of the room
- Two 8' tables and 2 chairs
- 5 minute presentation during the conference welcome
- 5 minute sales presentation at a monthly NVMGMA meeting

Bag Sponsor- \$1000

(Exclusive Category only 1 sponsorship available)

Your logo and/or organization's name will be printed on the bags given to all conference attendees.

Lanyard Sponsor- \$750

(Exclusive Category only 1 sponsorship available)

Your logo and/or organization's name will be printed on lanyards used by all conference attendees.

A Brief History of the Nevada MGMA

Founded in 1988, the Nevada Medical Group Management Association (NVMGMA) provides educational and networking opportunities to those serving medical practices in a managerial capacity. NVMGMA is a recognized affiliate of the national Medical Group Management Association (MGMA), the oldest and largest organization dedicated to the business of medical practice management.

NVMGMA recognizes that trends, challenges and opportunities in the healthcare industry often differ widely from state-to-state. Our goal is to provide members with a forum to build stronger business relationships while discussing issues that are relevant to managers all across the state.

Meetings are held the third Tuesday of each month in Reno and the second Thursday of each month in Las Vegas. Educational programs cover such topics as personnel management, communication, marketing, legislation, Medicare, accounts receivable management, contracting, and professional development to name a few.

For more information on our organization please visit www.mgmanv.org



Exhibit A:

Fees: Full payment must be received at the time of registration to reserve your space. If payment is not received at the time of registration, benefits will not begin until payment is received.

NVMGMA reserves the right to request references from Vendor or to obtain references regarding Vendor from any other source. NVMGMA may, at its sole discretion and without liability to Vendor, decline Vendor's application, or if NVMGMA has already accepted Vendor's application, cancel this contract if any such references are not satisfactory to NVMGMA. If this contract is cancelled pursuant to this paragraph all registration fees will be refunded to Vendor. Additional equipment request will be arranged through NVMGMA contract as set forth by this agreement and paid exclusively by Vendor.

Cancellation: Vendor may cancel this contract or may reduce its number of exhibit booths under this contract by written notice to NVMGMA at 107 S. Southgate Drive, Chandler, AZ 85226, kreese@greatbasinortho.com or fax 480-893-7775 attention Kelsey Reese, Vendor Chair. If such notice is postmarked prior to April 2nd, 2019, Vendor shall receive a refund of all monies minus the \$200 booth cancellation fees. If cancellation is received after April 2nd, 2018, Vendor shall not receive any refunds. Under all circumstances NVMGMA retains the right to resell any booth space cancelled by Vendor.

Rules and Regulations: Vendor agrees to comply with all display and exhibition requirements and restrictions imposed by NVMGMA and or the facility in which the NVMGMA Annual Conference is to be held. Vendor agrees that NVMGMA has the authority to interpret and enforce such rules and regulations and to make such amendments and/or further rules and regulations, orally or in writing, as NVMGMA considers necessary for the proper conduct of the NVMGMA Annual Conference and that such decisions shall be binding on Vendor.

Exhibit Shipping: If you are shipping materials prior to the conference please do so to the following address: MGMA Conference (4/18/2019)
407 N. Virginia Street
Reno, NV 89501

The day prior to the conference your shipped materials will be available at the Business Center and an attendant may help you move your materials to the Ballroom conference space.

Accepted and Agreed to:

The Vendor Application is entered into by and between Nevada Medical Group Management Association (NVMGMA), a Nevada non-profit corporation, and "Vendor".

NVMGMA is producing a conference in 2019 and desires to sell exhibitor booths in an exhibit hall at the State Conference to exhibitors. Vendor desires to exhibit products/services at the NVMGMA State Conference.

Final Contract: Until accepted by NVMGMA, completion of the online application shall constitute only as an application to exhibit by Vendor, which may be accepted or declined by NVMGMA at its sole discretion. NVMGMA's acceptance of Vendor's application shall be evidence by written notice from NVMGMA Vendor Chair, at which time this Contract shall become binding.



Rules and Regulations

(Referring back to Exhibit A)

1. Application and Definition These Rules and Regulations apply to and are made a part of the Vendor Contract/Application ("Contract") entered into by NVMGMA and the Vendor named therein, NVMGMA and MGMA shall be synonymous for the purpose of these rules and regulations.

2. Assignment of Space and Supplies

a. Booth Space NVMGMA will assign booth space for all applications accepted by NVMGMA using the methods described in this paragraph. No assignments will be made until (i) the signed Contract is accepted with full payment; (ii) Vendor has provided NVMGMA with company description. Provided these requirements are met, for applications postmarked prior to April 2, 2019 booth space is assigned on first come basis.

b. Supplies All booths shall include an 8'x6' pipe and drape booth, 8' fell back, 3' tall sides, signage, one 8' table with skirt, two chairs and a trashcan. Booths requiring an electrical outlet must submit notice of such by April 2, 2019. Extension cords are the responsibility of the Vendor. Additions to or changes made to the booth must be approved by NVMGMA prior to April 2, 2019. Vendor must submit proposed booth description to NVMGMA by April 2, 2019. All materials used in booth must be fireproofed. No product or materials shall be hung, fixed, taped, glued, nailed or attached to any wall or column in the exhibit area. Vendor must drape any exposed unfinished sides or exhibit backgrounds. Any charges for additional supplies utilized from the hotel will be paid by Vendor.

c. Installation of Exhibit Installation of exhibit shall occur during the hours of 3pm to 6pm of April 17, 2019.

d. Dismantling of Exhibit No exhibit shall be packed, removed, dismantled or in the process of being removed before the exhibit area closes without prior permission from NVMGMA. If Vendor engages in such activity Vendor shall be prohibited from participating in future NVMGMA events. The exhibit premises shall be left in good condition after dismantling, Vendor acknowledges that any property left behind 24 hours after exhibit is deemed abandoned. Vendor is fully responsible for delivery and removal of all the materials and supplies used for exhibit.

3. Exhibition Promotions NVMGMA shall be responsible for all official signs for the Nevada State Conference. Vendors are prohibited from using NVMGMA/MGMA logo or name on their signs. NVMGMA shall approve the form and content of all electronic communications or displays, printed materials, videos, press releases or other promotional items prepared or produced by or on behalf of Vendor which reference NVMGMA or the State Meeting. NVMGMA shall not be liable or responsible for the content of the Vendor Promotion. NVMGMA shall have the right to withdraw its approval of any Vendor Promotion if any such Vendor Promotion departs materially from previously approved samples.

4. Limitations on Vendor Rights The rights granted to Vendor are subject to the following limitations and conditions:

a. Vendor agrees that (i) this Contract is non-exclusive and additional exhibitors (including those who compete with Vendor) have been and will continue to be solicited and granted identical or similar rights to Vendor and (ii) no rights are granted hereby with respect to any activities of NVMGMA other than specified herein.



b. For any Vendor Promotions that will be included in any NVMGMA publication, NVMGMA shall not be liable or responsible for the content of any Vendor Promotion, including any errors or omissions contained in the Vendor Promotion submitted to it or for the production quality of the Vendor Promotion or any materials or inserts provided to NVMGMA. NVMGMA makes no representations or warranties with respect to the quality or the appearance of the Vendor Promotion. Vendor shall be responsible for any additional costs incurred by NVMGMA resulting from the failure of any materials or inserts furnished to NVMGMA to meet NVMGMA's specifications or the failure to deliver the Vendor Promotion in a timely manner.

c. Vendor is granted no rights hereunder to use the names, slogans, service marks, trademarks, trade names or logos of NVMGMA or National MGMA in connection with the sale and promotion of Vendor's products or services or for any other purpose in connection with the State Conference. The rights granted hereby are personal to Vendor, and Vendor shall not assign, transfer or license any of the rights granted to Vendor to any third party not permit in its exhibit space products or representatives of non-exhibiting companies..

5. Force Majeure In the event that the NVMGMA State Conference, or any portion thereof, is postponed or does not take place, in whole or in part, due to any act of God or force majeure, including without limitation, weather, fire, floods, strike, labor dispute or cause beyond the control of the parties then, (i) in the case of postponement or cancellation of a portion of the NVMGMA State Conference is held at a different place or date than contemplated hereunder; (ii) in the case of postponement of the entire NVMGMA State Conference, the performance of the parties hereunder shall be postponed to take into account such postponement of the NVMGMA State Conference; (iii) in the case of complete cancellation of the NVMGMA State Conference; the parties shall be released from all further obligations hereunder, and NVMGMA will refund Vendor Fees made hereunder, less the prorated share of expenses actually incurred by NVMGMA in connection with NVMGMA State Conference. IN ANY EVENT, NVMGMA SHALL NOT BE LIABLE TO VENDOR FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES AS A RESULT OF CANCELLATION OR POSTPONEMENT OF THE STATE CONFERENCE WHETHER PARTIAL OR COMPLETE.

6. Release/Indemnification/ Limitation of Liability Vendor assumes all risk of loss and liability in connection with Vendor's participation in the NVMGMA State Conference, including but not limited to the transportation, packing and unpacking and display of Vendor's products at the NVMGMA State Conference. NVMGMA shall not under any circumstances whatsoever be liable or otherwise responsible for Vendor's participation in the NVMGMA State Conference, operation of exhibit space at the State Conference or for any actions or activities of any person in connection with the Annual Conference, including but not limited to, employees or agents of the facility at which the State Conference is being held. Vendor releases, waives and discharges any claim, demand, or cause of action that Vendor, its officers, directors employees, agents, members or volunteers ("Release") for any liability, loss damage, claim, or cause of action of any kind arising out of Vendor's participation in the NVMGMA, or any of its affiliates, harmless from any liability, loss, damage, claim or cause of action of any kind (including Attorney fees and court costs) arising out of (i) Vendor's products or services; (ii) the publication or display of any advertisements or promotions or other Vendor information (including Vendor's name, logos or stylized designs) in NVMGMA publications or elsewhere; (iii) Vendor's participation in use of and operation of exhibit space at the NVMGMA State Conference; (iv) Vendor's use of any intellectual property of third parties; (v) Vendor's performance or failure to perform under this Contract, or breach of any warranty or representation or covenants made by Vendor in this



Contract; or (vi) any other act or omission by Vendor. This indemnification obligation shall survive the termination or expiration of this Contract.

7. Risk of Loss/ Insurance Vendor acknowledges and agrees that neither MGMA or NVMGMA nor the facility at which the NVMGMA is located carries insurance for or will be responsible for loss of or damage to Vendor's property. Exhibitor shall obtain and maintain at its own expense insurance on its property.

8. Additional Restrictions Vendor may not: cook in booth; have signs or advertising devices larger than the booth size; exchange money at booth; deface any part of exhibit hall/room; photography or videotape conference; exhibit material weighing more than 350 lbs; sell helium balloons; play music or artistic works; smoke at booth; conduct themselves in a non-professional manner; use AV equipment without prior approval from NVMGMA.

9. Vendor Badges/ Registration All representatives of Vendor must register at registration desk and wear Vendor's badges at all times.

10. Term Except as otherwise provided herein, the term of the Contract shall extend through the completion of the NVMGMA State Conference.

11. Governing Law This Contract shall be governed by the laws of the State of Nevada

12. Notices The contract signed by Vendor shall be addressed to:

**Kelsey Reese, Vendor Chair
Nevada MGMA
107 S. Southgate Drive
Chandler, AZ 85226**

Questions regarding Exhibitor Contract

**Kelsey Reese
Email: kreese@greatbasinortho.com
Phone contact: 775-236-2056**

This Contract can be executed online at <https://mgmanv.org/event-3154259>.

13. Termination In the event that NVMGMA determines, in its sole discretion, for any reason and at any time, that Vendor should not exhibit its products and/or services at the NVMGMA State Conference, then NVMGMA may terminate this contract unilaterally by giving Vendor notice of such termination and a refund of exhibit fees paid by Vendor (except in the case of termination for default by Vendor hereunder, in which case no refunds shall be owed), and NVMGMA shall have no further liability hereunder.

14. Further Rules and Regulations Any rules and regulations of the Facility where the State Conference is held are hereby incorporated into this Contract to the extent applicable and Vendor agrees to be bound by such rules and regulations. NVMGMA will provide Vendor with a copy of such rule and regulations.