

HPLC 2018

47th International Symposium on
High Performance Liquid Phase Separations
and Related Techniques



July 29 - August 2, 2018 • Marriott Wardman Park • Washington, DC, USA

Welcome to the HPLC 2018 Exposition

- Don't miss the exposition of the year where leading companies will showcase the industry's latest and greatest in instrumentation, software, tools, accessories and consumables covering all areas of liquid-phase separation science and related techniques. This is the show where companies launch new and innovative products, and where attendees come to check out innovative products, explore ground-breaking technologies, and discuss challenges and solutions with experts in the booths. The program will facilitate networking with colleagues from around the world and across a diverse range of industries, government laboratories, universities, and research institutes.
- The HPLC conference and exposition will celebrate its 47th anniversary in 2018, and has grown to become the largest and most visible international conference series dedicated to all aspects of liquid-phase separation science and analysis, including mass spectrometry, chromatography, and electrophoresis. HPLC 2018 provides an unparalleled opportunity for one-stop shopping at the cutting edge of separation-based analysis. You will find the world's leading experts who will deliver presentations on cutting-edge research on emerging technologies and who will discuss novel solutions to important problems in pharmaceutical, environmental, and industrial research and development.
- Mark your calendar to attend HPLC 2018 on July 29 through August 2, 2018 in the Washington Marriott Wardman Park, one of the largest convention hotels in Washington, DC. Look for a dynamic program, state-of-the-art format, strong content, expanded program of world renown experts, training programs, tutorials, vendor workshops, technical sessions, multitudes of posters on display throughout the exhibit hall, prominently featured poster sessions, best poster competition, huge exhibition, and abundant networking opportunities!

EXHIBITOR AGREEMENT

HPLC 2018 Washington, DC Booth Application

Washington Marriott Wardman Park, Washington, DC, USA, July 29 – August 1, 2018
WWW.HPLC2018.ORG

Exhibiting Organization _____

Contact Person _____

Address _____

City _____ State _____ Zip _____ Country _____

Telephone (_____) _____ FAX (_____) _____

E-mail _____ Web site _____

EXHIBIT—COST OF ONE 8' x 10' BOOTH

\$ 3000.00

Includes one 8'x10' wide booth, 1 free full registration assigned to representative of exhibiting organization, up to 3 free booth staff badges for exhibitor's representatives to staff the booth during exhibit hours (claim badges by registering staff online by May 15), various food/beverage functions in the Exhibit Hall. Space will be assigned based on level of sponsorship then date of commitment.

SPACE REQUIREMENTS (# booths reserved): _____

Please locate us DISTANT FROM:

Please locate us NEAR:

BOOTH LOCATION PREFERENCES:

(a) _____ (c) _____ (e) _____
(b) _____ (d) _____ (f) _____

MUST SUBMIT BOOTH AGREEMENT IN ORDER TO EXHIBIT:

Return form by EMAIL to janet@barrconferences.com
Or mail to HPLC 2018, c/o Barr Enterprises, PO Box 279,
Walkersville, MD 21793 USA
(Ms. Janet Cunningham, HPLC 2018 Symposium/Exhibit
Manager, phone 301-668-6001)

PAY BY CREDIT CARD ONLINE

Register at www.HPLC2018.org to pay by credit card.
Select Registration Type: Booth Fee. Proceed to pay online.

PAY BY CHECK: MUST BE PAYABLE TO HPLC 2018

Payments must be made in U.S. dollars; and check payable to
HPLC 2018 must be drawn on a U.S. bank
(HPLC-2000, non-profit organization, EIN # 42-1424232)

COMPANY DESCRIPTION - Due May 15

- By May 15, 2018, print deadline for inclusion in Final Program. Must supply the one name of exhibiting company, its address, phone and web site address along with up to 100 words for inclusion in the Final Program.

BOOTH STAFF/COMP BADGES - Due May 15

- By May 15, 2018, must claim complimentary badges by registering staff online at HPLC2018.org. All additional badges over the complimentary badge allotment must be purchased online at the conferee rate.

PROOF OF INSURANCE CERTIFICATE - Due June 25

- By June 29, 2018, must supply a Certificate of Insurance as stated on the next page in section, "INSURANCE" to include certificate holder and address, and additional insureds. Certificate holder and address: HPLC2000, c/o Barr Enterprises, PO Box 279, Walkersville, MD 21793, USA. Additional Insured: HPLC2018, Barr Enterprises, its officers, directors, employees, agents and representatives, Marriott Wardman Park, its owner, and its management company, as well as their respective agents, servants, and employees.

EXHIBITOR IDENTIFICATION SIGN TO READ:

Organization _____

- EXHIBITOR AGREEMENT:** The person executing this Agreement hereby confirms that he or she is a representative of the Exhibitor and is authorized to do so. By signing this Agreement, the Exhibitor agrees to abide by all terms and conditions and "Rules and Regulations" as set forth on both sides of this Agreement.

Authorized Signature _____

Name (printed) _____

Title _____

For HPLC 2018 Use Only	
Date Payment Rec'd:	_____
Amount Rec'd:	_____
Method of payment:	_____

HPLC2018 AGREEMENT -- RULES AND REGULATIONS

LOCATION — Exhibits, Poster Sessions and Symposium will take place in the Marriott Wardman Park, Washington, DC, USA. All measurements shown on the exhibit floor plan have been depicted as accurately as possible, but HPLC2000, herein referred to as HPLC2018 or Event, reserves the right to assign space and make such modifications as may be necessary to adjust the floor plan to meet the needs of HPLC2018.

EXHIBIT HOURS, REGISTRATION, AND HOUSING — Each unit includes one complimentary full symposium registration assigned to representative/employee of exhibitor and up to three complimentary booth staff badges for exhibitor's representatives to staff the booth during exhibit hours. The names of the persons to receive the registrations must be provided to HPLC2018 by May 15, 2018. Exhibitor hours, registration, and housing information is posted on the web site. Each exhibitor must check-in at the Symposium Registration Desk prior to set-up to receive a badge that will permit access into the exhibit hall. As a courtesy to conference participants and fellow exhibitors, exhibits must be staffed throughout each show day during show hours until the official closing time of the exhibit, August 1, 2018.

BOOTH EQUIPMENT AND SERVICE INFORMATION — Standard booth drapery (8' high backs and 3' high side rail dividers), and booth sign that indicates one company name is included in the booth rental fee. All services customarily required by exhibitors will be available and must be obtained through AGS Expo Services, the HPLC2018 official exhibit service contractor. The Exhibitor Service Manual will be posted online by May to include complete shipping instructions and information on furniture rental, labor for setting up and dismantling exhibits, drayage, etc. A service desk will be maintained during show set up near the exhibit area.

CONTRACTORS — HPLC2018 will designate various official contractors for such services as installation and dismantling, drayage, decorations and photography. Exhibitor is free to contract with non-official contractors; however, no non-official contractor will be authorized access to the exhibit area or space unless HPLC2018 is notified by the exhibiting organization prior to set-up and HPLC2018 has received a certificate of insurance from non-official contractor naming additional insured, as stated in section, "INSURANCE," and evidencing that such non-official contractor has in place the same types and amounts of insurance as we require of you, the exhibitor, covering claims arising out of the non-official contractor's operations at the exhibit location or in the space. No solicitation of business by any non-official contractor will be permitted in the exhibit area.

CANCELLATION — All cancellations must be forwarded in writing to the HPLC2018 Exhibit Manager. HPLC2018 will refund 50% of the monies paid for exhibit space if HPLC2018 receives written cancellation by February 1, 2018; no refunds will be made after February 1, 2018. Failure to occupy exhibit space does not release the exhibitor from obligation to pay for the full cost of rental. If exhibit space is not occupied by one hour prior to show opening, HPLC2018 reserves the right to use the space as it sees fit to eliminate empty spaces in the exhibit area. HPLC2000, HPLC2018 and Barr Enterprises, its officers, directors, employees, agents and representatives shall not be liable in any way for any loss, damage or injury resulting from the cancellation of the Event or from temporary or permanent closing for any reason of all or any portion of the Marriott Wardman Park. HPLC2018 reserves the right to change the location of the Event to other localities or premises. In such event, reasonable prior written notice will be given to exhibitor. If prior written notice is given to exhibitor, exhibitor waives its right to all damages, expenses, losses or claims of any nature arising out of such change of location.

USE OF EXHIBIT SPACE — Exhibitors must confine all demonstrations or promotional activities to the limits of the exhibit. Sufficient space must be provided within the space to contain persons watching demonstrations and other activities. Exhibitors are responsible for keeping the aisle(s) near their exhibit space free of congestion due to demonstrations or other promotions. No exhibitor shall assign, sublet, or share space without the knowledge and written consent of the HPLC2018 Exhibit Manager. Organizations or firms not assigned exhibit space will not be permitted to solicit business within the exhibit area or confines of the Marriott Wardman Park. Exhibitors are urged to report any violation of this rule to the HPLC2018 Exhibit Manager. In all exhibit areas, built-up exhibits or other construction, including the company name or other advertising, shall not exceed a height of 8 feet at the back of the exhibit without HPLC2018 consent. The height along the side may not exceed 4 feet for the front half of the display in from the aisle. Interference with the light and/or space of other exhibitors is prohibited. If the reverse side of an exhibitor's back wall, or side wall, or display will be visible, it must be finished at the exhibitor's expense. HPLC2018 reserves the right to have the finishing done and billed to the exhibitor. All sound equipment and other noises must be kept at a level low enough that it will not disturb other exhibitors. Public address systems, radio broadcasts, or any other devices used only to attract attention by sound are prohibited. HPLC2018 reserves the right to turn off the electricity for any exhibitor who violates this rule. HPLC2018 reserves the right to restrict or evict exhibits that become objectionable because of noise, method of operation, materials, or any other reason, including the opinion of HPLC2018 that the objectionable exhibit detracts from the HPLC2018 exhibit as a whole. This reservation includes persons, things, conduct, printed matter, or anything of a character that HPLC2018 determines is objectionable. In the event of any restriction or eviction, HPLC2018 is not liable for any refunds or other expenses.

CARE OF BUILDING AND EQUIPMENT — Exhibitors, or their agents, must not injure or deface the walls or floors of the building, the exhibit space, or the equipment of the exhibits and surrender the space occupied during the exhibition (ordinary wear and tear excepted) in the same condition as it was at the time of the exhibitor's use and occupation. If such damage appears, the exhibitor is liable to the owner of the property so damaged. All materials used in decoration must be flameproof. Electrical wiring must conform to the National Electrical Code Safety Rules. Combustible materials or explosives are not permitted in the Marriott Wardman Park.

COPYRIGHT FEES — Any and all copyright fees applicable to activities or events conducted by an individual exhibitor or group of exhibitors will be the full responsibility of said exhibitor(s).

SECURITY — HPLC2018 does not warrant or guarantee the presence of guards at any particular time or place in or near the exhibit area. HPLC2018 shall have no duty or obligation to safeguard or insure Exhibitor's property or personnel and by its execution of the Agreement, Exhibitor understands and agrees that Exhibitor is solely responsible for protecting and securing its property and personnel. Each exhibitor must make provision for safeguarding its own goods, materials, equipment and display at all times and is responsible for obtaining insurance in such amounts as deemed appropriate to comply with its own protection. All property of exhibitors is understood to remain in their care, custody, and control in transit to or from or within the confines of the Marriott Wardman Park. Exhibitor must obtain a blanket rider (portal-to-portal or other "extraterritorial" insurance) to protect its property, personnel and visitors both during the Event and in transit to and from the Event against loss of any kind including, but not limited to, fire, damage and theft. Marriott Wardman Park, its owner, and its management company, as well as their respective agents, servants, and employees are herein referred to as HOTEL. Neither HOTEL, HPLC2000, HPLC2018 nor Barr Enterprises' liability insurance covers Exhibitor's property, personnel or visitors against loss, theft, damage or injury and HOTEL, HPLC2000, HPLC2018 and Barr Enterprises, its officers, directors, employees, agents and representatives are not liable or responsible for any such loss, damage, injury or claim. Small equipment or supplies should be safeguarded against theft before, during and after the Event. Exhibitors are responsible for their own material. If constant surveillance of exhibit equipment or supplies is necessary, Exhibitors must make their own arrangements for security.

INDEMNIFICATION AND HOLD HARMLESS — Exhibitor assumes the entire responsibility and liability for losses, thefts, damages, injuries and claims arising out of Exhibitor's activities on the Marriott Wardman Park Hotel premises and will indemnify, defend, and hold forever harmless the HOTEL, HPLC2000, HPLC2018, Barr Enterprises, its officers, directors, employees, agents and representatives from any and all such losses, damages, and claims, present or future, known, anticipated or unanticipated, against and from (i) any penalty, damage or charges including reasonable attorney's fees imposed for violation of any law or ordinance occasioned by the act or neglect of Exhibitor or those holding under Exhibitor, (ii) all claims, loss, theft, liability, judgment, cost, damage or expense including all reasonable attorney's fees arising out of or from any accident or other occurrence causing injury or death to any person or damage to any property on or about the exhibit area, including transportation to/from Marriott Wardman Park, occasioned by any act, omission or negligence of Exhibitor, its employees, representatives, agents and those persons attending the Event at the specific request or invitation of Exhibitor, and (iii) all claims, losses, liability, judgment, cost, damage or expense including reasonable attorney's fees, arising out of or occasioned by any failure of Exhibitor in any respect to comply with and perform all the requirements and provision of this Agreement.

EXHIBITOR'S OWN RISK — Exhibitor understands and agrees that HPLC2018 has only a license to use the Marriott Wardman Park and that HPLC2018 is not in any way responsible for the condition or maintenance of the Marriott Wardman Park. Exhibitor understands and agrees that all of Exhibitor's personal property of every kind or description which may at any time be in the Marriott Wardman Park shall be at the Exhibitor's sole risk. HOTEL, HPLC2000, HPLC2018, Barr Enterprises, its officers, directors, employees, agents and representatives shall not be liable for any damages to said property or loss suffered by any cause whatsoever including but not limited to water from any source whatsoever or from the bursting, overflowing or leaking of sewers, steam pipes or from heating or plumbing fixtures or from electrical wires or from gas or odors or caused in any manner whatsoever. Exhibitor agrees to place and maintain at Exhibitor's own expense adequate insurance to cover all personal property placed by Exhibitor in the Marriott Wardman Park. Exhibitor covenants and agrees to indemnify and hold HOTEL, HPLC2000, HPLC2018, Barr Enterprises, its officers, directors, employees, agents and representatives harmless from any injury to or death of Exhibitor, Exhibitor's agents, employees or those persons attending the Event at the specific request or invitation of exhibitor resulting from or arising out of Exhibitor's use of the Marriott Wardman Park except that attributable to the negligence or willful misconduct of the Event.

INSURANCE — Insurance and liability are the full and sole responsibility of the Exhibitor. Minimum general/contractual liability insurance coverage required per occurrence is \$1,000,000 personal, bodily injury, death (PI), \$1,000,000 property damage (PD), if applicable worker's compensation insurance, \$500,000 employer's liability insurance, and \$1,000,000 automobile liability insurance covering all owned, non-owned and hired vehicles. Your insurance will be considered primary. If you use an outside vendor, contractor or service provider to deliver, set up and/or take down booths, exhibits, staging, equipment or for any other purpose, the vendor, contractor or service provider must maintain the same types and amounts of insurance as we require of you, the Exhibitor." Exhibitor shall supply a Certificate of Insurance certifying the coverage mandated above. Exhibitor shall require a similar Proof of Insurance certificate from its exhibit-related contractors, certifying the liability coverage mandated above. In addition, Exhibitor agrees to hold the indemnities harmless from all losses, thefts, injuries, costs, claims, causes of action, obligations, suits, damages, liability, expenses and costs, including reasonable attorney's fees, present or future, known, anticipated or unanticipated, arising from or out of any violation or infringement by Exhibitor, Exhibitor's agents or employees of any patent, copyright or trade secret rights or privileges. Exhibitor will not be permitted to enter the exhibit area or use the space unless the certificate or waiver is delivered to HPLC2018. Certificate holder and address: HPLC2000, c/o Barr Enterprises, PO Box 279, Walkersville, MD 21793, USA. Certificate must also contain "Additional Insured: HPLC2018, Barr Enterprises, its officers, directors, employees, agents and representatives, the Marriott Wardman Park, its owner, and its management company, as well as their respective agents, servants, and employees."