

70th Annual

Detroit Dental Review

November 4th, 2011

Exhibitor's Prospectus

New Format New Venue

*You asked for it, we've delivered it
An all inclusive meeting under one roof!
CE, Lunch and Exhibits
For the whole office staff!*

**Burton Manor
Banquet and Conference Center
27777 Schoolcraft Road
Livonia, MI 48150**

Important Rules and Regulations

Booth Assignments:

In assigning exhibit space consideration is given by the point system to:

- Number of consecutive years as an exhibitor with Detroit District
- Number of years as an exhibitor with Detroit District
- Number of booth spaces reserved in previous year's show
- Completed Contract and deposit received by early deadline
- Sponsorship of a speaker and/or special event
- Final payment in by deadline, August 1, 2011

Booth Assignments will be made on May 28, 2011

- Unless the Detroit District Dental Society is notified to the contrary, within ten days after space assignment, it is agreed that the exhibitor has accepted assignment.
- The Exhibit Committee reserves the right to change booth assignments without notice.
- The Exhibit Committee cannot guarantee that competitors will not be assigned next to or across from one another.
- The Exhibit Committee reserves the right to decline or prohibit any exhibit or proposed exhibit, which in its judgment is not suitable or in keeping with the character of the meeting.

Each Exhibitor must execute a contract for the right to use space allotted. Upon signing space contract, all exhibitors agree that these rules and regulations and all other provisions in this prospectus are considered as a part of such contract. The Exhibit Committee reserves the right to interpret the rules and regulations as well as make all decisions on all points the rules and regulations do not cover. Decisions of the Exhibit Committee are final.

SUB-LETTING OF SPACE IS STRICTLY PROHIBITED

No exhibitor shall assign, sub-let or apportion the whole or any part of his allotted space.

Deposit and Payment:

\$750.00 deposit per booth will be required with contract for space; this deposit will guarantee a booth(s) upon assignments.

A statement for the balance of the booth fee will be sent immediately after space assignment has been made.

Final payment must be made on or before August 1, 2011. Failure to do so may result in cancellation of contract and loss of preferred booth space.

NO REFUNDS will be permitted after space assignments have been made.

Exhibitor Name Badges:

- Exhibitors and their representatives are required to register with the Detroit District Dental Society office before admittance to the exhibit floor.
- Exhibitors must furnish the names of representatives whom they wish to have admitted to the Detroit District Review no later than October 21, 2011.
- Each vendor will be allowed up to 10 complimentary badges for the booth rented. If company registrants exceed the complimentary number, the company must remit a pre-registration fee of \$10.00 per person.
- Any exhibitor who registers after the pre-registration date of October 21, 2011 will be charged an on-site registration fee of \$25.00 per person.

Service Contractor and Shipping:

All Shipments must go through Burton Manor

Upon assignment of space, exhibitors will be mailed a packet with separate contracts for special facilities and services; electrical, and freight handling, etc...

Charges for special facilities or services shall be payable to Burton Manor by the exhibitor upon completion of the appropriate form supplied, not by DDDS.

Shipments need to be arranged with Burton Manor.

Ship Early! Shipments should reach Burton Manor on or before Nov. 1

The Detroit District Dental Society assumes no responsibility for any exhibitor's shipments.

Electrical Requirements must be ordered through Burton Manor and paid by exhibitor.

Each booth comes with a 8' table and 2 chairs. Other booth furnishings can be ordered at exhibitor's expense through Burton Manor, see appropriate form.

Questions related to the facility can be made to Sue Giffin, (734) 427-9110

Liability:

It is expressly understood and agreed between exhibitors and the Society that the ***Detroit District Dental Society shall under no liability for loss of, or damage to, goods or property of exhibitors, as well as accidents to representatives of exhibitors,*** and each exhibitor on signing space contract expressly releases the Detroit District Dental Society from and agrees to indemnify it against all claims. The Society cannot guarantee exhibitors against loss by theft or otherwise. All exhibitors are **URGED** to carry "All risk insurance" for the meeting.

Food:

- Continental Breakfast service 8am
- 2 lunches are included with each booth space.
- Extra Breakfast/Lunch tickets can be ordered for \$20
- ***All food service for the Review will be served in the exhibitor's hall***
- Be prepared for great traffic

SET-UP and TEAR-DOWN

Friday, November 4th 6am-8am set-up 5:30-7pm tear-down

Join us for a Post Review Reception and Pub crawl to Plymouth, MI

Exhibit Contract

Detroit District Dental Society Detroit Dental Review Friday November 4th, 2011

Booth Rental fees are listed on the bottom of the floor plan page

1st Choice No. _____ 2nd Choice No. _____ 3rd Choice No. _____

Deposit of \$750 per booth is REQUIRED

Check # _____ (Make Payable to Detroit District Dental Society) Amount \$ _____

Credit Card # _____ MC Visa Expiration Date _____ Security Code _____
BALANCE MUST BE PAID ON OR BEFORE AUGUST 1, 2011

Company _____
Address _____
City/State/Zip _____
Telephone (____) _____ Fax (____) _____ Email: _____

Contact Personnel:

Authorizing the application _____
Pre-show contact person _____
On-Site contact person _____
On-Site contact address _____

Category of Products or Services to be exhibited:

Equipment Supplies Computer-related
 Insurance Laboratory Pharmaceuticals
 Education Practice Mgt Other

NO REFUNDS PERMITTED AFTER SPACE ASSIGNMENTS HAVE BEEN MADE

Deposit/Payment- A deposit of \$750.00 per booth space must accompany this application for exhibit space. No space(s) will be assigned without full deposit. Space assignments will be made May 28, 2011. Full payment must be received on or before August 1, 2011. Failure to remit full payment may result in cancellation. No exhibitor will be listed in the Final Program if full payment is not received. Please see official rules and regulations for details.

Authorizing Agent: in signing and submitting this contract for exhibit space, we agree and abide by all the rules and regulations as outlined in the Exhibitor's Prospectus and all other provisions of this contract. We also agree to abide by subsequent additions to the event's rules and regulations which may become necessary for the good of the exhibition, including all on-site rulings which may be made by the Detroit District Dental Society exposition manager and committee.

Name _____ Title _____
Signature _____ Date _____

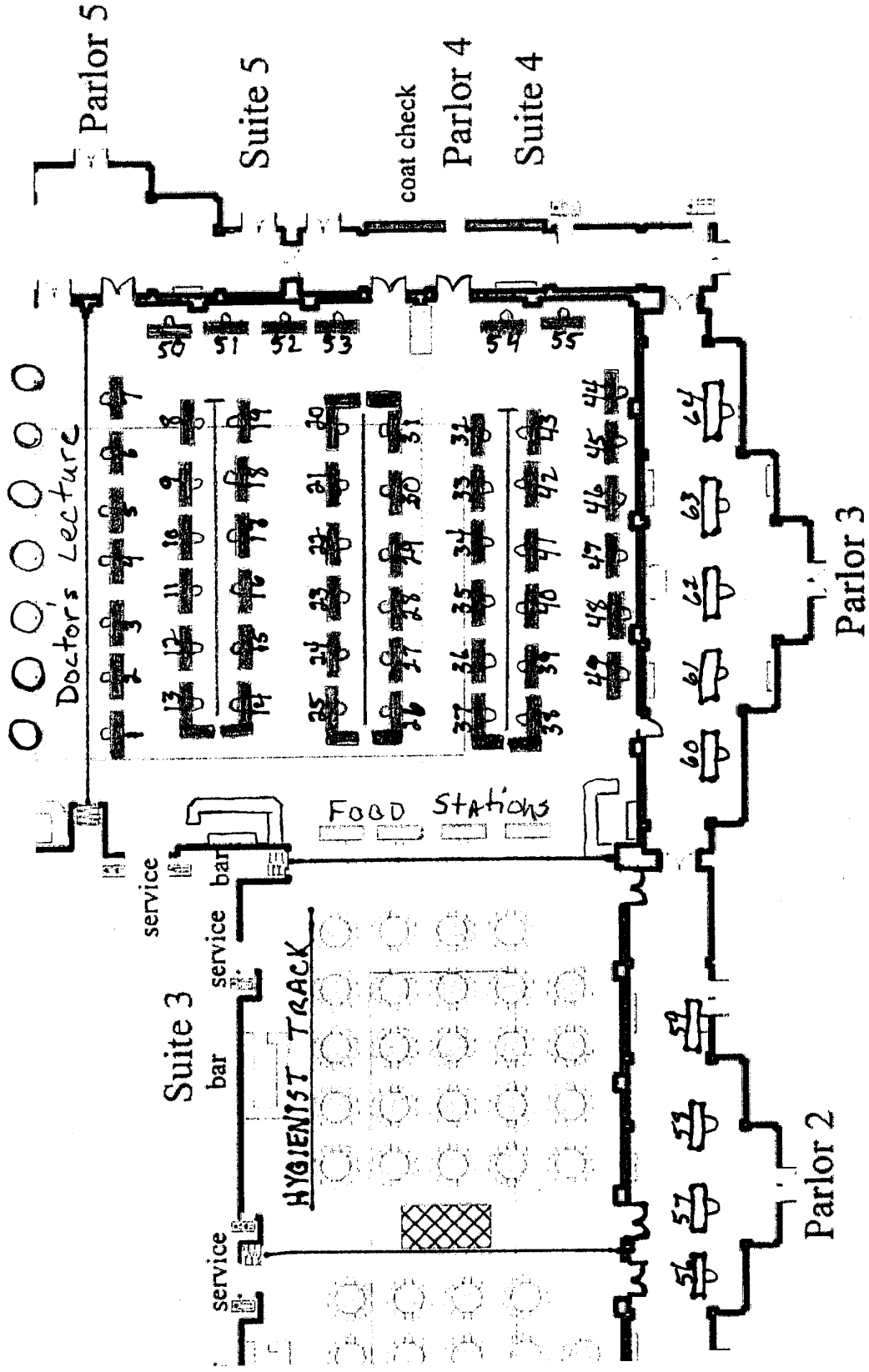
COMPLETE, SIGN AND MAIL-WITH APPROPRIATE PAYMENT – TO: Detroit District Dental Society, 3011 W Grand Blvd. Ste. 460, Detroit, MI 48202 Questions? Call 313.871.3500
Fax: 313.871.3503 Email: Teeth@detroitdentalsociety.com

OFFICE

USE Booth Assigned # _____ Date: _____ Fee _____

ONLY Final Payment \$ _____ Date _____ Pymt type _____

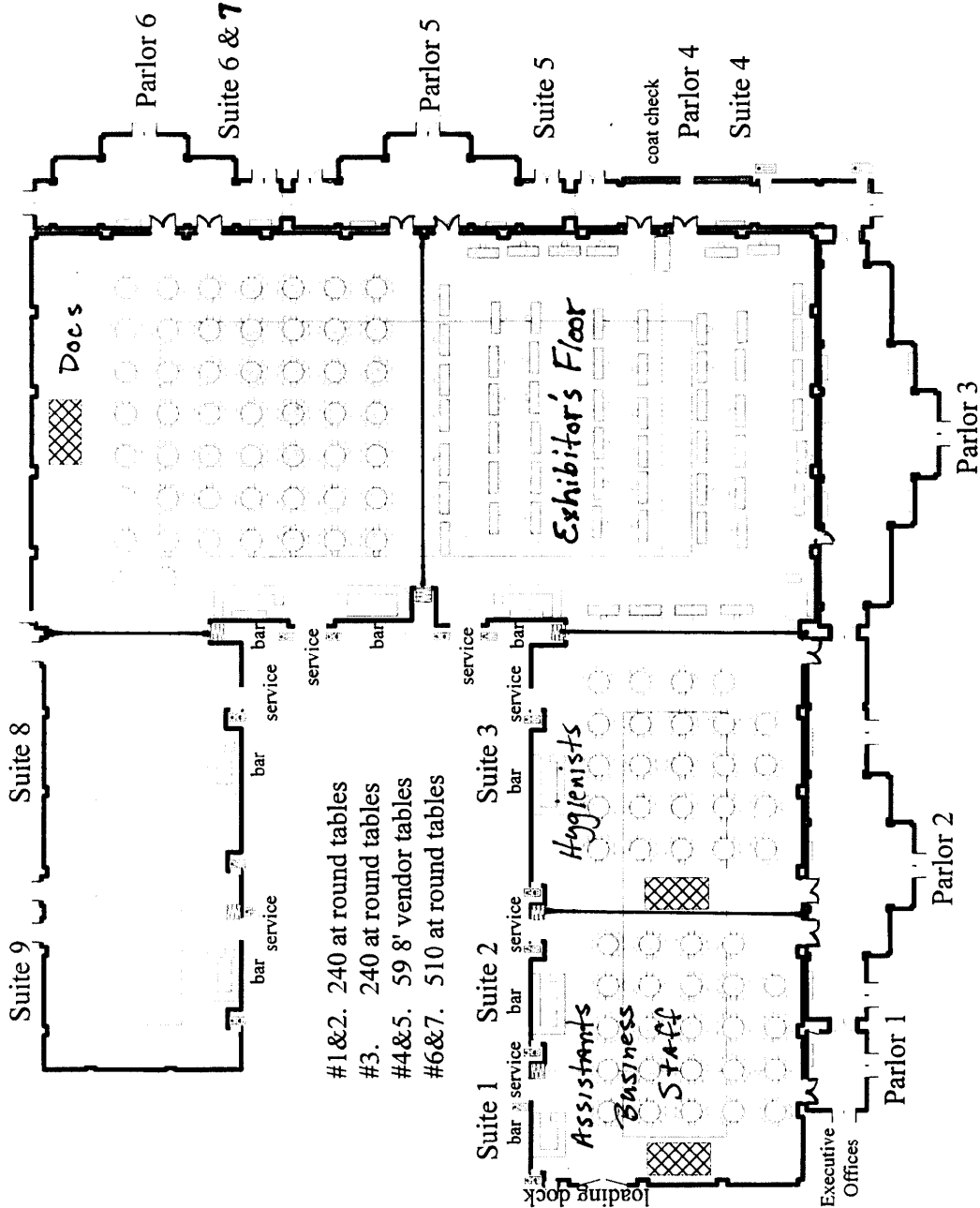
Exhibitor's Floor Plan



Parlor Tables #'s 56-64 - \$900
 Corner Tables #'s 13,14,20,25,26,31,37,38 - \$1050
 All other Tables - \$950

Building Overview

Burton Manor



- #1&2. 240 at round tables
- #3. 240 at round tables
- #4&5. 59 8' vendor tables
- #6&7. 510 at round tables

