

VECCS Spring Symposium 2027

Space and Sponsorship Contract with Terms & Conditions

Space and Sponsorship is granted on a first contracted, first serve basis.

PLEASE PRINT LEGIBLY (to be published in program)**:** **Company Name:**	**Primary Contact:** (Communications will be directed to this person)**:**
Address:	**Title:**
City, State, Zip Code:	**E-mail address:**
Company Phone:	**Phone:**
Website:	

Table-top Pricing Options:	
❒ Table-top Only: $1,500 USD	❒ Table-top + Sponsorship: $900 USD

OPTIONAL ADD ON:	**TOTAL FEES:**	
❒ **Meal Package:** Buy-up Lunch Option: $60 per person, per day (Thursday & Friday only) Number of staff needing meals ___ x Number of Days ___ = $_____	**Table-top Cost:**	**$**
	Optional: Meal Package:	**$**
	TOTAL:	**$**

Payment Terms (check one)	**CREDIT CARD PROCEDURES & PROCESSING**
❒ **ACH/Bank Transfer** (no processing fee) VECCS will send bank transfer instructions to the billing email address provided. ❒ **Check enclosed** (in U.S.D. - payable to VECCS) ❒ **Visa** (+ 3% processing fee) ❒ **MasterCard** (+ 3% processing fee) ❒ **American Express** (+ 3% processing fee) ❒ **Discover** (+ 3% processing fee)	**A 3% processing fee will be added to all credit card payments to cover merchant service costs.** **Credit card numbers should not be entered on this form.** **VECCS will send a secure Stripe payment link to the cardholder's email address. Payment information (card type, number, expiration date, and security code) will be entered directly through that secure link.**
	Print Name on Credit Card:
	Print Email for Name on Credit Card:

Terms and Conditions A minimum 50% deposit is required with application. The balance is due by December 4, 2026.

I have read and agree to the terms and conditions of this contract as outlined in Addendum A.

EXHIBITOR'S SIGNATURE: _____ **DATE:** _____

Exhibitors will be assigned the best available booth in order that signed contracts and full payment are received by VECCS.

Email Signed Contract to: yolanda@veccs.org

Addendum A. VECCS Spring Symposium Exhibitor Terms & Condition

Exhibitor Name _____ ("Exhibitor") and VECCS agree:

1) WHO MAY EXHIBIT – VECCS Spring Symposium (the "Show") is designed for **("Exhibitor").** It is also designed to address the needs of affiliated trade professionals, organizations, industries, or companies that raise the level of patient care, to support the veterinary healthcare team to improve the delivery and quality of emergency and critical care with integrity, service, excellence, collaboration, support, wisdom, and inclusiveness. VECCS reserves the right to determine the eligibility of any applicant as an Exhibitor or of any product proposed for exhibition, up to and including the dates of the Show. VECCS may, in its sole discretion, determine that certain organizations are ineligible to exhibit due to the objectionable nature of their products, services or special interest. Outstanding VECCS accounts must be paid in full before any company shall be allowed to exhibit.
2) ASSIGNMENT OF EXHIBIT SPACE – The Show has limited spacing. Assignments of space shall be made on a first-come, first-served basis. VECCS reserves the final decision and right, in the best interest of the Show, to amend the floor plan, assign, or relocate selected space in areas other than that selected by Exhibitor without any liability to VECCS. Exhibitors not in compliance with VECCS payment schedules shall forfeit their reserved space which may then be reassigned. VECCS will assign space in March 2026 to companies that have submitted their contract and fulfilled all required payments.
3) COST OF EXHIBIT SPACE – The cost of the exhibit space is noted in the application. Exhibit space is forfeited if payment in full is not received by December 4, 2026. VECCS has the right to sell the space to other Exhibitors at that time. Included in the exhibit fee:
    a. (1) tabletop booth space per company contract, (1) draped table, and (2) chairs. (Approximated space is customized by the Hotel).
    b. (1) easel sign with your company name.
    c. All exhibitors will receive company recognition in the Final Program Guide. Sponsors will receive enhanced visibility with logo placement on the Spring Symposium webpage.
    d. (2) exhibit badges per space; includes access to all receptions, and coffee breaks that are open to general attendees. A maximum of (1) additional badge can be purchased by the Exhibitor at the cost of $250. All badges must be submitted by February 5, 2027. Any changes to booth personnel after this date will be subject to a $50 change fee.
    e. One "Corporate Honor Point" applied to IVECCS Honor point total as a Spring Exhibitor.

    The cost of exhibit space does not include:
    f. Shipping and/or material handling fees, A/V or any electric services are the responsibility of the exhibitor.
    g. Pipe and drape side, or back wall, are not included. Exhibitors are responsible for the set-up and breakdown of their tabletop booth display as no outside decorating company will be available on-site.
4) CANCELLATION:
    a. The Exhibitor must provide a written notice of intention to cancel or withdraw from the Show. If VECCS receives written notice of cancellation or withdrawal on or before December 4, 2026, then VECCS shall refund 50% of funds received. If cancelation is after this date, no refund shall be made regardless of the reason.
    b. VECCS reserves the right to reassign cancelled booth space.
5) ARRANGEMENT AND MAINTENANCE OF EXHIBITS – Exhibits area shall be arranged to avoid obstructing the general view of the other exhibitors in the Show area. Exhibit space must be self-contained within the booth area assigned; Chairs, tables, banners and any other exhibit materials are NOT to be placed outside the Exhibitor's designated space. Exhibit display materials should not be higher than 8 ft. (if the assigned space permits) and will be restricted to approximately the tabletop space that is provided. All Exhibits must conform to the standards of the hotel and local fire regulations; be in good taste and not infringe on the normal activity of other booths. No live animals, music or sound systems of any type may be used in the exhibit space. Display material exposing an unfinished surface to neighboring booths is strictly prohibited. Nothing shall be posted, tacked, screwed, or otherwise attached to columns, walls, floors or other parts of the facility or furniture. Exhibitors may not apply paint, lacquer, adhesive, or use any other coating to building walls, floors or to standard booth equipment. Exhibitors shall be liable for any damage caused by adhering, or attaching displays or fixtures to building floors, walls, or to standard booth equipment, as well as for any other damage they may cause. In the event of damaged property, VECCS reserves the right to designate the contractor for repair. Exhibitor shall not do, nor permit to be done, anything which may interfere with the effectiveness or accessibility of utility, heating, ventilation, or air conditioning systems or portions thereof, or to the public areas adjacent thereto, or to the street or sidewalks adjoining. Any changes required to protect the facility in the opinion of VECCS shall be at the expense of the Exhibitor.
6) CHARACTER OF DISPLAYS – Distribution of samples, printed materials, or promotional items, of any kind, is restricted to the confines of the exhibit space. No noise makers or anything not in keeping with the technical character and high standards of VECCS may be distributed or utilized by an Exhibitor in the exhibit area.
7) OBJECTIONAL DISPLAYS – VECCS reserves the right to reject or terminate exhibit privileges of any Exhibitor including personnel in whole or in part, which because of notice, conduct of personnel, method of operation, materials, violations of Show rules, or for other causes which VECCS believes are not compatible with the purpose of the Show, or any other reason in the opinion of VECCS, without liability for any refunds or other expenses incurred. If cause is not given, liability shall not exceed the refund to the Exhibitor of the amount of rental unearned at the time of ejection. If an exhibit or Exhibitor is ejected for violation of these rules or for any other stated reason, VECCS shall have no liability for any refund or other expenses incurred.
8) DRESS OF EXHIBITORS – Exhibitors must be appropriately dressed in business casual attire. Costumed characters not regularly associated with the Exhibitor's business or the professional character of the Show must have the express written approval from VECCS 30-days prior to the Show.
9) HOSPITALITY FUNCTIONS/OUTSIDE EXHIBITS – Without express written approval of VECCS, Exhibitors are prohibited from scheduling private functions, cocktail parties, special events or other hospitality functions during official Show hours or during hours when a VECCS activity is being held. Exhibitors shall not display products/services and/or other advertising material in areas outside their booth space including, but not limited to, parking lots, hotel lobbies, lounges, and corridors, without express written approval from VECCS. Unauthorized facility tours are also prohibited.
10) SMOKING shall not be allowed in the exhibit area or within the Show venue.
11) ALCOHOLIC BEVERAGES – Exhibitors shall not be permitted to sell, serve, or give away alcoholic beverages in the exhibit area without the express written approval of VECCS.
12) COMPLIANCE WITH LAWS – Exhibitor shall be solely responsible for obtaining any and all necessary licenses and permits. Exhibitors shall bear responsibility for compliance with any and all local, city, state and federal safety, fire and health laws, ordinances and regulations, including the Policies, Rules and Regulations of the Exhibit Facility, regarding the installation, dismantle and operation of the exhibit.
13) AMERICANS WITH DISABILITIES ACT – Exhibitor represents and warrants that its exhibit and product/service information shall comply with the Americans with Disabilities Act, its regulations, and guidelines (collectively "ADA"). Exhibitor shall indemnify, defend, and hold harmless VECCS, its directors, officers, agents, and representatives from and against any and all claims and expenses, including attorney's fees and costs, arising out of or related to Exhibitor's breach of this provision or noncompliance with any provision of the ADA.

14) LIABILITY, INSURANCE AND WAIVER OF SUBROGATION – VECCS and the Exhibit Facility shall not be held responsible for the safety of exhibits and property owned or rented by Exhibitor against fire, theft, or property damage, or for accidents to Exhibitors or their employees from any cause prior to, during or subsequent to the period covered by the exhibit contract. Exhibitors shall obtain, at their own expense, adequate insurance against any such injury, loss, or damage; at a minimum, such insurance coverage shall include that required of all exhibitors under VECCS' contract with the show facility. The Exhibitor waives the right of subrogation by its insurance carrier(s) to recover losses sustained under Exhibitor's insurance contracts for real and personal property. The Exhibitor shall list VECCS as an additional insured on its liability policies for the period beginning with installation of the booth through dismantling the booth. Prior to being permitted to install its exhibit, the Exhibitor shall provide VECCS with a certificate of insurance showing the coverage required hereunder.
15) INDEMNIFICATION – Exhibitor shall indemnify, defend and hold harmless VECCS, its officers, directors, agents, and representatives against and from any and all losses, costs, damages, liability, or expenses (including attorney's fees) arising from or by reason of any accident, bodily injury, property damage or other claims or occurrences to any person, including Exhibitor, its employees, agents, contractors, or any business invitees, arising out of or related to Exhibitor's occupancy or use of the Show premises in the convention or in and adjacent to the exhibit area, including storage and parking areas. The terms of this provision shall survive the termination or expiration of this Contract.
16) FORCE MAJEURE – Should any circumstance beyond the control of, and not the fault of, VECCS prevent or materially affect the Show from being held as scheduled, or the exhibit space not being available for uses herein specified, including but not limited to due to war, governmental action or order, act of God, fire, weather events, curtailment of transportation facilities, strikes, labor disputes, disease, or epidemic, this Contract shall immediately terminate. VECCS reserves the right to retain such part of the Exhibitor's rental as shall be required to recompense it for expenses incurred up to the time such contingency shall have occurred.
17) SUBLEASING – Exhibitors may not sublet, sub-divide or assign their space, or any part thereof, without the express written approval of VECCS.
18) COPYRIGHTED WORKS – Exhibitor acknowledges and agrees that it shall be solely responsible for obtaining any licenses, permits, etc. which may be required for it to broadcast, perform, or display any copyrighted materials including, but not limited to, music, video, and software. Exhibitor shall indemnify, defend, and hold harmless VECCS, its directors, officers, agents, and representatives from and against any and all claims and expenses, including attorney's fees and costs, arising out of or related to Exhibitor's breach of this provision. The terms of this provision shall survive the termination or expiration of this Contract.
19) PHOTOGRAPHY – Exhibitor, its employees or agents, and attendees are not allowed to bring cameras, or video equipment into any part of the Show area. Exhibitors wishing to take any photographs, including cell phone photos, must obtain prior written permission from VECCS. Disregard for this Rule shall constitute cause for IMMEDIATE expulsion from the Show and Exhibitor or attendee shall forfeit all fees paid to VECCS.
20) CHANGES – VECCS reserves the right to make any reasonable changes in the rules necessary to insure the health and safety of those in attendance, the Exhibitors, the significance of the Show, and the harmony of operation. Exhibitors shall be advised of any such changes by written bulletin, and such changes shall be binding. If there is any conflict between this Contract and any subsequent rule changes made by written bulletin, the written bulletin shall control.

2026 SPRING INFORMATION:

Marriott Costa Rica Hacienda Belen
700 Meters West from Bridgestone/Firestone
La Ribera de Belen, Heredia, Costa Rica

Important HOTEL Information:

- Exhibit personnel are advised to make their hotel bookings right away to ensure availability. A Hotel link will be emailed once your payment is received for booth and/or sponsorship.

MOVE-IN / MOVE-OUT:

- Move-In: Wednesday, March 17, 2:30 pm - 5:30 pm. All booths must be in place by 5:30 pm.
- Move-out: Begins at 12:00 pm on Sunday, March 21. Move-out must be completed by 1:00 pm on the same day.

EXHIBIT HOURS

- Thursday, March 18: 6:30 am – 5:00 pm – Registration
  7:00 am – 5:00 pm – Exhibits Open
  5:15 pm – 6:30 pm – Happy Hour
- Friday, March 19: 11:30 am – 5:15 pm – Registration
  1:00 pm – 5:15 pm – Exhibits Open
- Saturday, March 20: Closed – No Exhibits or Sessions
- Sunday, March 21: 7:30 am – 12:00 pm – Registration
  7:30 am – 12:00 pm – Exhibits Open
  12:00 pm – 1:00 pm – Exhibit Breakdown