The 1st International Symposium on Digital Dentistry

Technologies That Enhance Clinical Outcomes

October 23–25, 2014
Renaissance Orlando at SeaWorld, Florida

Jonathan Ferencz, *Program Chair*

<table>
<thead>
<tr>
<th>Speakers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Markus Blatz</td>
</tr>
<tr>
<td>Lawrence Brecht</td>
</tr>
<tr>
<td>Marcelo Calamita</td>
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<tr>
<td>Lyndon Cooper</td>
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<tr>
<td>Lee Culp</td>
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<tr>
<td>Vincent Fehmer</td>
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<tr>
<td>German Gallucci</td>
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<tr>
<td>Petra Guess</td>
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<tr>
<td>Galip Gürel</td>
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<tr>
<td>Paulo Kano</td>
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<tr>
<td>Carlo Marinello</td>
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<tr>
<td>Walter Renee</td>
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<tr>
<td>Irena Sailer</td>
</tr>
<tr>
<td>Nelson Silva</td>
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<tr>
<td>Eric Van Dooren</td>
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<tr>
<td>Peter Wöhrl</td>
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</tbody>
</table>

EXHIBITOR PROSPECTUS
The following rules and regulations govern commercial exhibits at the 1st International Symposium on Digital Dentistry, presented by Quintessence Publishing Company, Inc (hereafter referred to as “show management”). The rules and regulations constitute an integral part of your contract.

1. EXHIBIT LOCATION The exhibition will be held in the Oceans Ballroom at the Renaissance Orlando Hotel, the site of the 1st International Symposium on Digital Dentistry. Exhibits will be open, free of charge, to all meeting attendees.

2. EXHIBIT DATES AND HOURS
   - Thursday, October 23, 2014  7:00 AM–5:30 PM
   - Friday, October 24, 2014  7:00 AM–7:00 PM
   - Saturday, October 25, 2014  7:00 AM–5:30 PM

3. BOOTH INSTALLATION Exhibit set-up may begin at noon on Wednesday, October 22. All exhibits must be set up by 7:00 AM on Thursday, October 23.

4. BOOTH DISMANTLING No display should be dismantled before the official closing time of 5:30 PM on Saturday, October 25. All exhibit material must be packed and removed from the exhibition floor by midnight.

5. BOOTH SIZE AND RATE All booths are 10’ x 10’ at a cost of $2,500 per booth or $3,000 for a corner space.

6. BOOTH EQUIPMENT AND FURNISHINGS Each 10’ x 10’ booth is supplied with a backwall (8’ high) and siderails (3’ high), covered with flameproof drapes. A one-line identification sign will be provided free of charge. Any carpeting, decorating, signs, or special tables must be ordered through Freeman and paid for by the exhibitor.

7. APPLICATION FOR SPACE Application for space must be filed on the contract enclosed in this prospectus. Applications must be accompanied by payment of the full cost of the contracted space. Applications received without payment will not be processed, nor will space assignments be made. The deadline for making space applications is March 14, 2014.

8. ASSIGNMENT OF SPACE Exhibits will be assigned on a first-come, first-served basis. Assignments not rejected in writing by the exhibitor within 10 days of the notification of space assignment will be presumed to be accepted by the exhibitor. Show management reserves the right to rearrange the floor plan should it become necessary for causes beyond its control or advisable in its best judgment.

9. CANCELLATION Exhibit space that has been assigned and confirmed is not transferable. Cancellation prior to July 31, 2014, shall be subject to a 50% charge of the rate for contracted space. No refunds will be made for cancellations made after July 31, 2014. Spaces abandoned or not occupied at the time of exhibit opening may be repossessed without indemnity and reassigned by show management for any use it sees fit.

10. SUBLETTING OF SPACE The exhibitor shall use its space solely and exclusively for the exhibition of equipment and materials manufactured or distributed by it in the regular course of its business and for no other purpose of any nature. The exhibitor shall not assign, sublet, or otherwise apportion or dispose of its exhibit space or any part thereof to other parties, and any use of all or part of said space by or for any person, firm, or entity other than the exhibitor is expressly prohibited.

11. SCHEDULING EVENTS BEFORE, DURING, OR AFTER THE SYMPOSIUM No events may be held at the Renaissance Orlando at SeaWorld in conjunction with the 1st International Symposium on Digital Dentistry, including but not limited to room drops, receptions, small lectures, or any other such gatherings, without the express permission of show management. This restriction applies to the periods prior to and following the symposium.

12. EXHIBIT SERVICE CONTRACTOR Complete information on set-up and dismantle labor, decorating, drayage, furniture rental, cleaning, electrical service, special signs, shipping, etc, including a fixed schedule of prices, will be furnished to all exhibitors in an exhibitor’s service kit to be issued by the meeting’s official decorating contractor, Freeman, 2200 Consulate Drive, Orlando, Florida, 32837, (800) 995-3579, email: FreemanOrlandoES@freemanco.com.

13. CLEANING The exhibitors must, at their expense, maintain and keep in good order the exhibit space contracted to them. Special vacuuming for individual booths may be arranged by the exhibitor directly with the cleaning contractor, whose order form will be provided in the exhibitor’s service kit.

14. SHIPPING All shipments must be sent prepaid to:
   - Advance warehouse:
     [Your Firm Name and Booth No.]
     1st International Symposium on Digital Dentistry
     c/o Freeman
     10088 General Drive
     Orlando, Florida 32824
   - Direct address:* [Your Firm Name and Booth No.]
     1st International Symposium on Digital Dentistry
     c/o Freeman
     Renaissance Orlando at SeaWorld
     6677 Sea Harbor Drive
     Orlando, Florida 32821

No exhibit materials can be sent to the Renaissance Orlando at SeaWorld prior to noon on October 22, 2014. Such shipments will be refused by their shipment/receiving department.

*Please note that additional fees apply if shipping directly to the hotel.
15. EXHIBIT LIMITATIONS  No special signs, displays, etc, will be permitted to extend more than 8’ above the floor. Booths are 10’ x 10’. No special arrangements can be made for an exhibitor with a display larger than this size. Please be sure to send the appropriate size display unit.

16. CANVASSING AND OTHER ACTIVITIES  No person, firm, or organization having not contracted with show management for the occupancy of space in the exhibition will be permitted to display or demonstrate its products, processes, or services or distribute promotional materials in or on the premises of the exhibition hall or any location in the Renaissance Orlando at SeaWorld. Any infringement of this rule will result in the removal of the offending person.

Circulars or other promotional material may be distributed only from the exhibitor’s assigned space and not from aisles or other open areas. Show management reserves the right to discontinue distribution of materials that may be hazardous to the exhibit participants, offensive to show management, or not contributing to the educational nature of the exhibition.

PRIZE AWARDS, DRAWINGS, RAFFLES, LOTTERIES, OR CONTESTS OF ANY KIND ARE EXPRESSLY PROHIBITED.

Show management reserves the right to reject, cancel, remove, or restrict exhibitors who, because of noise or any other reason, shall interfere with the best interests of the exhibition as a whole, in which case its liability shall be limited to a prorate refund of the rental fee.

No loudspeakers, sound movies, or megaphones that interfere with adjoining exhibits will be permitted in the exhibition area. Silent movies must be located so as not to interfere with other exhibitors or aisle space, and operation of such silent movies must conform to union regulations and the rules of the Renaissance Orlando at SeaWorld.

17. FLOOR SALES  Cash sales within the confines of the technical exhibition halls are prohibited. Orders may be taken for future delivery.

18. REGISTRATION  Each person attending the exhibit will be required to register and wear an appropriate badge. All attendants must be bona fide employees of the exhibitor or representatives who receive commission, brokerage, or salary from the exhibitor. Firms and representatives of firms not assigned exhibit space are prohibited from soliciting business in any form in the exhibit areas. Violators of this prohibition will be promptly ejected from the exhibit areas.

A business card will be necessary to register on site. No exhibitors will be admitted to the exhibit hall unless they have a business card showing that they are an employee of the company.

The number of booth personnel is limited to 2 exhibitors per booth assigned. This policy will be strictly enforced throughout the exhibition.

19. SECURITY  Guards and watchmen will be on duty during the meeting, but show management and the Renaissance Orlando at SeaWorld do not guarantee exhibitors against loss of any kind because of the presence of such guards and watchmen or any other protections that might be in effect during the meeting.

20. CARE OF HOTEL PROPERTY  Decorations, signs, banners, etc, may not be taped, nailed, tacked, stapled, or otherwise fastened to walls, ceilings, doors, painted surfaces, columns, or electrical fixtures. No carts, hand trucks, etc, with hard wheels are permitted on carpeted surfaces.

21. INDEMNITY AND LIABILITY  Show management will take all reasonable precautions to avoid loss of exhibitors’ property by fire or theft, but under no circumstances shall the show management be responsible for such losses, and it is recommended that exhibitors cover their property with suitable insurance. Exhibitor agrees to provide show management with a certificate of insurance along with the payment of space rental fee. The certificate must show that the exhibitor carries no less than $500,000 of general liability insurance.

Exhibitor agrees to protect, indemnify, and save harmless show management, as well as Freeman and the Renaissance Orlando at SeaWorld, from any suit or claim by any person whatsoever or imposed for the violation of any law, ordinance, or regulation, whether or not occasioned by negligence of the exhibitor, its employees, agents, representatives, invitees, guests, or those holding under said exhibitor. It is further agreed that loss or damage to property within the space allocated to the exhibitor from theft, fire, pilferage, or otherwise shall be at the sole risk of the exhibitor.

It is understood that show management has not acted as agent on behalf of any exhibitor and has undertaken only the contracting of exhibit space and allocation of same among exhibitors and coordination of exhibits, security, protection, installation, removal, management, or control of any exhibit or exhibitor. All risks attendant to the exhibition are at the sole risk of the exhibitor and said exhibitor agrees to indemnify and hold harmless show management, as well as the Renaissance Orlando at SeaWorld and Freeman, for all actions, claims, or damages, including reasonable attorneys’ fees and the defense thereof, which may be brought against show management in connection herewith.

22. DESTRUCTION OF PROPERTY  In case the premises are destroyed by fire or the elements, or by any other cause, or in case any circumstances whatsoever, including strikes, shall make it impossible for show management to permit any exhibitor or exhibitors to occupy the premises, the exhibitor shall pay for space only for the period the space was or could have been occupied by such exhibitor or exhibitors. Show management is released from any kind and all claims for damage that might arise in consequence thereof. In the event that, for any reason, the exhibition is not held as proposed, show management shall be liable only for a refund of all money received from an exhibitor or exhibitors and otherwise shall be released from all claims for damage.

23. REGULATIONS: A PART OF THE CONTRACT  These regulations are a part of the space contract. Show management reserves the right to interpret the regulations as well as to make final decisions on all points that the regulations do not cover.

For further information, contact:

William G. Hartmann
Executive Vice President
Quintessence Publishing Co, Inc
4350 Chandler Drive
Hanover Park, IL 60133
Fax (630) 736-3633
Tel (630) 736-3600 x413
Email: whatman@quintbook.com

(See reverse for Exhibit Floor Map)
We the undersigned hereby make application for exhibit space at the 1st International Symposium on Digital Dentistry, subject to the conditions of the policies, rules, and regulations governing the exhibition as printed in the Exhibitor Prospectus, which we accept as part of the agreement. We will review the exhibit space assignment policies as outlined in the Prospectus, review the exhibit floor plan, and request three (3) space assignment locations by booth numbers. Selections will not be concentrated in one area. We understand that it is not always possible to assign space as requested. Space will be assigned on a first-come, first-served basis.

**TERMS OF PAYMENT**

Payment must accompany this application. Certificate of liability insurance is due with payment.

Please reserve a total of ______ booths.

Choices: 1st ___________________ 2nd ___________________ 3rd ___________________

Companies not desired in close proximity __________________________________________

Every effort will be made to avoid locating your booth near the companies listed. However, show management can make no guarantees in this regard.

Products to be shown ___________________________________________________________

☐ Our check for $_______________ is enclosed. Make check payable to Quintessence Publishing Co.

☐ CHARGE TO MY CREDIT CARD $_________ ☐ VISA/MasterCard ☐ American Express ☐ Discover Card

CARD NUMBER EXP. SIGNATURE

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Please print or type:

Company Name ________________________________________________________________

Name of Authorizing Officer ____________________________ Title __________________________

Send correspondence regarding this meeting to ____________________________ Title __________________________

Send correspondence regarding future meetings to ____________________________ Title __________________________

Address _________________________________________________________________

City ____________________________ State ______ Zip ____________ Telephone ____________

Fax ____________________________ Email ____________________________

Company Website __________________________________________________________________

I am an authorized representative of the company named with the full power and authority to sign and deliver this application. The company listed agrees to comply with all of the policies, rules, and regulations contained in the Exhibit Prospectus furnished to me with this application form.

Signature ____________________________ Date __________________________

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Please return this contract with payment to:

William G. Hartman, Executive Vice President, Quintessence Publishing Co Inc, 4350 Chandler Drive, Hanover Park, IL 60133
Fax: 630-736-3633