

Therapeutic Touch[®] International Association



6th International Congress

Celebrating 50 years of Therapeutic Touch

Yesterday - Today - Tomorrow

Invitation to be a vendor

Join our 50 year birthday celebration of
Therapeutic Touch[®] as a leading edge energy
healing process, and **SHOW US YOUR STUFF!**



To be held virtually and in person at

Tarrytown House Estate

49 Sunnyside Lane, Tarrytown, NY 10591

May 5th—7th, 2022



Exhibitor/Vendor Information

Attendees:

Include people involved in health care, either as professionals or volunteers in a variety of health care, education, and community settings— people who care about others' well-being.

TTIA supports the exhibitors through:

Exposure to approximately 150 plus attendees in person and virtually in Zoom Rooms

Offering refreshment breaks within the exhibit area.

Listing your company in the Program. *If you would like to purchase additional advertising in the program please contact tia@therapeutictouch.org*

General information about TTIA's Sixth International Congress on Therapeutic Touch® (TT):

We will have representatives from Australia, Europe, Asia, Africa, and South America as well as the United States and Canada joining us at the 50th anniversary of the founding of Therapeutic Touch, in celebration of our past and looking to our future.

Exhibitor /Vendor Terms and Conditions

Exhibit specifications: Each exhibit space will include one 5 foot table with linen and two chairs and a listing in the Congress Program. *If you are exhibiting virtually, you will have your own private Zoom room where you may meet customers.*

Displays/Signs: All displays are to be professional and attractive. Pricing is based on table placement. Exhibitors may only display articles listed on the Exhibitors Application Form. If using audio or video components, the volume levels must be low enough to not interfere with other exhibits. Banners and signs must fit within your space. Exhibitors are solely liable for any damage that may occur to the building, floors, walls, columns or property of the hotel or other exhibitors. This is a **scent free** conference.

Exhibit Eligibility: Exhibitor must list all products and services to be displayed on their Exhibitor Application Form. TTIA reserves the right to determine acceptability. Only items listed on the Application Form will be permitted. You are welcome to share your table; we simply ask that you submit the joint application for approval. All advertising, sales or marketing materials must remain within the exhibitor space.

Exhibit Hours: Doors will be open at 6:00am for set-up on Thursday, Friday and Saturday. *On Friday afternoon at 2:30pm (following the afternoon break), the tables will be moved to another room for the balance of that evening, and moved back to Ballroom B Friday morning. Hotel staff will be available to assist with the move.* Exhibitors should be ready to conduct business at 7am each day. *If you are a virtual vendor, your Zoom room will be open the same hours.* The exhibit hall will be open for customers during the following hours:

Thursday, May 5, 2022 7:00am – 7:00pm

Friday, May 6, 2022 7:00am – 8:00pm

Saturday, May 7, 2022 7:00am – 3:00pm

Set up is on Thursday, May 5th at 6am. Please check in at TTIA registration. If the booth is left unattended, exhibitors must secure all valuables and give TTIA staff notification prior to leaving. Neither TTIA nor Tarrytown House Estate will be held responsible for any loss or damage incurred to exhibits left unattended. Breakdown is Saturday at 3:00pm.



Assignment of space: Exhibit space locations will be based on the attached map. Your space assignment will be given to you on approval of the Application. Each exhibitor is responsible for delivery, setup and tear down of their own exhibit. Scheduled setup, exhibit and breakdown times may be subject to change.

Name Badges: Exhibitors are issued two name badges for exhibit staff.

Lodging and meals. Meals are available on and off site, and are on your own. Breaks will be held in the exhibit area and exhibitors are welcome to participate with the attendees.

Fire and Safety: This is a **scent free** conference, please refrain from wearing scented perfumes, colognes or oils. This is a non-smoking conference. Open flames are prohibited.

Security: The exhibitor is responsible for maintaining insurance to cover the exhibitor's property and lost revenue. TTIA recommends that the exhibitors carry All Risk Insurance. All goods and/or equipment are the sole responsibility of the exhibitor. TTIA is not responsible for the replacement of lost or stolen goods. Tarrytown House Estate has indicated that the exhibitor (vendor) room will be secured at night.

Cancellations: All cancellations must be submitted in writing. TTIA will retain a cancellation fee of \$25 for all cancellations prior to April 20th, 2022. After April 21st, 2022 no refunds will be given. In the event that the conference facility becomes unusable due to pandemic, strikes, fire, terrorism, acts of god, or any other cause not within the control of TTIA, the exhibitor releases TTIA from all claims, damages, etc. which may be consequences of such occurrences.

Limitation of Liability: The Exhibitor is solely responsible for his own property and agrees to hold harmless TTIA and Tarrytown House Estate from any liability for any and all claims, suits, liabilities, demands, damages or other costs of any kind which might arise out of any action or failure to act of the exhibitor or any agent or representative during or related to exhibition at this event; including but not limited to, claims of damage or loss, theft, harm or injury to the person or property of the exhibitor, or any of its agents, employees or other agents.

Photo Consent: The exhibitor agrees to grant TTIA privileges to photograph the exhibit setup and any interaction between exhibitors and conference attendees. The exhibitor grants TTIA permission to use any photographs obtained from the conference in future promotions and advertising.

Package receiving, shipping and storage: Should you be shipping boxes for your exhibit, Tarrytown House Estate must be notified at least one week in advance. All packages must be marked with the name, TTIA Congress, and date, May 5-7, as well as the total number of packages. Due to limited storage space, Tarrytown House Estate asks that shipments not arrive any earlier than 3 days prior to the group's arrival (May 2) Tarrytown House Estate accepts no responsibility or liability for the delivery, security or condition of the packages. Tarrytown House Estate may charge its prevailing rates for shipping to and from the Hotel. Shipments of materials, literature, products, etc., should be addressed to:

**Event Manager
Tarrytown House Estate
49 Sunnyside Lane
Tarrytown, NY 10591**

Questions? Please Contact us at: ttia@therapeutictouch.org 518-325-1185



TTIA Congress 2022—Celebrating 50 years of Therapeutic Touch

Exhibitor (Vendor) Application and Contract

Company _____

Address _____

City _____ St/Prov _____ Zip/Postal Code _____

Phone _____ E-mail _____

Website _____

Contact Person _____ Title _____

If requesting Tables #1—#3, please list your choice: _____ Tables 1-3 are \$125.00 (see attached map) and will be assigned on a first come first served basis. Tables 4-13 are \$100.00, and will be assigned by TTIA.

Company Representatives (Names for nametags)

1. _____

2. _____

Please describe the product(s) or service(s) to be exhibited. This description will appear in the Congress program. Maximum 25 words. **Be sure to list special equipment, display boards, racks, lighting, etc. that you plan to bring to the conference. Attach pages if needed.**

Full payment must accompany the Application and Contract.

In person: Table 1—3 \$125 Table 4—13 \$100 Virtual: \$50 TOTAL PAID _____

____ Check Checks payable to TTIA, PO Box 130, Delmar, NY 12054

____ Credit Card: Visa # _____ MasterCard # _____

Expiration date _____ CVS Number _____ Name on Card _____

I, the undersigned, as authorized agent of the above named company, agree to adhere to the specified terms and conditions of this contract (as described above) and understand that I am responsible for ensuring all other company representatives in my booth do the same.

Authorized Signature _____ Date _____

Print Name _____ Print Title _____

