



**Louisiana Dietetic Association**

**eat right.** an affiliate of the  
American Dietetic Association

**Exhibit and Sponsorship Information and Agreement**  
for the  
**LDA 2012 Food and Nutrition Conference and Expo**  
*DESTINATION DIETETICS: TO INFINITY & BEYOND*

Dear Potential Exhibitor or Sponsor,

We invite you to exhibit at the 2012 Louisiana Dietetic Association (LDA) Food and Nutrition Conference and Expo to be held April 18-20, 2012 at the Crowne Plaza Hotel located at 4728 Constitution Avenue, Baton Rouge, Louisiana 70808. Over 300 Registered Dietitians, Dietetic Technicians, Dietary Managers, Food Service Directors, and other allied healthcare professionals from throughout Louisiana and neighboring states will attend the Food and Nutrition Conference and Expo. These professionals make decisions in food service operations, clinical settings, schools, and other healthcare and hospitality businesses. Exhibiting at the Food and Nutrition Conference and Expo will give you an opportunity to make your products known to our professionals all over Louisiana.

Exhibits will be open April 19, 2012, from 11:30 a.m.– 2:30 p.m. Enclosed is the exhibitor agreement. Please return your completed agreement and booth payment by March 9, 2012. Payments received after this date must include a \$50.00 late fee. Additionally, if there are any competitors that you would prefer not to be adjacent to, please advise us in writing. Booth space will be assigned on a first-come, first-served basis. LDA reserves the right for final placement of booth space. Make checks payable to Louisiana Dietetic Association (Tax ID #23-7105958).

Also enclosed in this packet is sponsorship information. If you would care to sponsor an activity, meal, or speaker, please fill out the sponsor agreement and return to the LDA office. Partial sponsorships are also available. Sponsorships are a fantastic way to show your support for LDA even if you are unable to attend the meeting.

The LDA appreciates the support of exhibitors and sponsors throughout the years as you demonstrate your professional commitment to dietetics and food and nutrition services. You play an essential role by providing services and product information to our members. On behalf of the Annual Meeting Committee and the LDA Board of Directors, we would like to thank you in advance for your continued support.

Sincerely,

Brigett Scott  
2012 LDA President-Elect, FNCE Program Chair

8550 United Plaza Boulevard, Suite 1001 • Baton Rouge, Louisiana 70809  
Phone (225) 922-4570 • Facsimile (225) 408-4422 • Email: LDA@eatrightlouisiana.org

**EXHIBIT RULES AND REGULATIONS**  
**(Retain for your reference)**

1. Agreement for Exhibit Space must be accompanied by payment and shall be received no later than March 9, 2012. Late registration should include a \$50.00 processing fee. (There is no guarantee that late registrants will be included in program book.) If the Association does not accept the application, all money will be returned to the applicant. Checks are to be made payable to the "Louisiana Dietetic Association".
2. The Association reserves the right to refuse acceptance of any application if the products to be displayed are deemed unsuitable to the purpose of the Louisiana Dietetic Association. The Annual Meeting Committee and the Louisiana Dietetic Association Board of Directors will make the final decision.
3. The Exhibitor agrees that in the event he fails to install his product in the assigned space or fails to comply with the provisions of the agreement, the Association shall have the right to take possession of said space and release or use said space without rebate to the Exhibitor.
4. No alcoholic beverages will be permitted in the exhibit areas.
5. The Exhibitor shall not display products of any other company or assign or sublet any part of the space assigned to him.
6. No distribution of circulars or advertising materials is permitted, except from the Exhibitor's booth. Only those companies or individuals that have purchased exhibit space will be recognized and permitted to solicit orders at the conference.
7. It is mutually agreed that the Louisiana Dietetic Association and the Crowne Plaza Baton Rouge shall not be liable to the Exhibitor for any loss/damage/injury to property contained in his exhibit or for injuries to his person, agents, employees, or other person (no matter how sustained; from theft, fire, accident, or other causes). All claims for such loss/damage/injury being hereby expressly waived.
8. Exhibit booths and amenities will be provided by the Crowne Plaza Baton Rouge. Requests for special work, decorations, furniture, etc. should be directed to Christina Rutherford at (225) 930-0151.
9. It is mutually agreed that the application to exhibit contract, once accepted, as well as these conditions or regulations stipulated herein are part of the contract to which exhibitors agree to be bound.
10. All exhibit products must be confined to the limits of the booths assigned. Aisle space must be left entirely free for traffic. Giving samples or selling or obtaining orders for products must not interfere with other exhibitor's space.
11. Exhibitors agree that the Louisiana Dietetic Association shall have the right to make such rules and regulations or changes in floor plan arrangement of booths for said exhibition, as it shall deem necessary and to amend it from time to time. The Louisiana Dietetic Association shall have the final determination and enforcement of all rules, regulations and conditions.

## LDA 2012 Food and Nutrition Conference and Expo Exhibit Agreement

**Exhibit Fee:** Fee covers an 8' x 10' exhibit booth, 8' back drape, 3' side drape, with identification sign, skirted 6 ft. table, trash can, 2 chairs and one 110V electrical outlet. Full payment is due with signed agreement; make checks payable to the Louisiana Dietetic Association. The exhibit fee also covers one ADA member that may attend the educational\* sessions and lunch at no additional charge. Please have them note their ADA member number on this form. *Any other representatives must pay a registration fee to attend the educational sessions and business meeting lunch.*

**Fee Schedule:**

____ Commercial Exhibitor	\$450.00	\$800.00 (Double Booth)
____ ADA or LDA member owned business	\$225.00	
____ Program Speaker	\$225.00	
____ LA-based College, University, Public Institution-Non Profit	\$225.00	
____ LDA Districts and Students	\$ 50.00	(Table Only)

**Exhibit Setup** 8:00 am to 11:30 am, Thursday, April 19, 2012  
**Exhibits Open** 11:30 am to 2:30 pm, Thursday, April 19, 2012  
**Exhibit Breakdown** 2:30 pm to 4:00 pm, Thursday, April 19, 2012

**Logistics:** Exhibit booths and amenities will be provided by the Crowne Plaza Baton Rouge. Requests for special work, decorations, furniture, etc. should be directed to Christina Rutherford at (225) 930-0151.

**Booth Decoration Contest:** Sponsors are encouraged to decorate their booths to fit the theme of the conference (Destination Dietetics: To Infinity and Beyond). The booths will be judged on creativity and appropriateness to the theme. The best booth will win a free booth registration at the 2013 LDA FNCE!

**Confirmation & Deadlines:** Registration is not considered complete until you have received email confirmation from the LDA office. If you have not received confirmation by April 4, 2012 please call the LDA office. Space is available on a **first-come, first-served basis**. Registration is due by March 9, 2012 in order for your company to be included in the meeting materials as an exhibitor. Late applicants should include a \$50.00 late fee. Refunds of one-half the exhibit fee may be obtained for cancellations prior to March 9, 2012 after which the entire fee is forfeited.

**Liability:** The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the Hotel, the General Service and Drayage Contractor, the Louisiana Dietetic Association, and their agents, servants, and employees from any and all such losses, damages, and claims.

*We hereby agree to the above provisions, as well as those in the attachment, "Exhibit Rules and Regulations."*

\_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_ Printed Name and Position

**\*The exhibit hall layout and booth assignments are tentative and subject to change. LDA retains the right to refuse or reject exhibitors at its sole discretion. LDA also reserves the right to determine final booth assignments.\***

LDA Tax ID # 23-7105958

Company Name: _____			
Contact Address: _____			
Street	City	State	Zip
Contact Telephone, with area code :( _____ ) _____		Fax: ( _____ ) _____	
Company Contact Person: _____		Contact Email: _____	
Representatives Attending: _____			
Product or service to be exhibited: _____			
*Will an ADA-member representative attend the <u>educational</u> sessions? Yes No			

**Please sign and return this form with payment to:**

LDA, 8550 United Plaza Blvd., Suite 1001, Baton Rouge, LA 70809  
 Phone: 225-922-4570 Fax: 225-408-4422 Email: [LDA@eatrightlouisiana.org](mailto:LDA@eatrightlouisiana.org)

FOR OFFICE USE ONLY: DATE PROCESSED \_\_\_\_\_ CHECK # \_\_\_\_\_ CONF. SENT VIA \_\_\_\_\_ ON \_\_\_\_\_

**LDA 2012 Food and Nutrition Conference and Expo Sponsorship Information**

**EVENT & EDUCATIONAL PROGRAM SPONSORSHIPS**

Sponsors assist the association when they sponsor or reimburse the LDA for one or more events. Costs involved may be limited at the sponsor's stipulation. Opportunities are available even if you are unable to attend the meeting. All event and program sponsors will be recognized in signage for their respective event, in addition to being listed in the meeting brochure and on-site program materials. Partial and full sponsorships are also available.

**Sponsorships are available for the following events:**

- Continental Breakfasts ..... \$350, several available
- Wednesday Pre-conference..... \$2500, *partial sponsorship available*
- Thursday Boxed Lunch..... \$1500, *partial sponsorship available!*
- Thursday Coffee Break..... \$500
- Thursday Welcome Reception..... \$3000, *partial sponsorship available*
- Friday Business Meeting Lunch ..... \$2500, *partial sponsorship available!*
- Speaker's Lounge Refreshments..... \$250
- Speaker Fees & Expenses..... \$ \_\_\_\_\_

Please specify amount

If you have a specific program or speaker you want to sponsor or propose, please indicate:

\_\_\_\_\_

**DOOR PRIZES/DITTY BAG GIVEAWAYS**

Donations of door prizes to be given away during the exhibit hall and closing session or promotional materials to be included in the ditty bags are greatly appreciated. If you are able to donate, please indicate below.

Donated door prize/ditty bag give-away description: \_\_\_\_\_ Value: \_\_\_\_\_

*Door prizes or ditty bag materials must be received by the LDA office by March 9, 2012. Ditty bag sponsors should provide at least 325 pieces.*

**PLEASE CHECK THE APPROPRIATE BOX ABOVE, FILL OUT THE BELOW INFORMATION AND SEND TO:**

LDA, 8550 United Plaza Blvd., Suite 1001 Baton Rouge, LA 70809

Phone: 225-922-4570 Fax:225-408-4422 Email: LDA@eatrightlouisiana.org Tax ID # 23-7105958

**Sponsorship Offered By:**

Company Name: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Street City State Zip

Contact Telephone, with area code :( \_\_\_\_\_ ) Fax: ( \_\_\_\_\_ )

Company Contact Person: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Tax ID # \_\_\_\_\_

**We wish to sponsor an event, program, or unrestricted grant as indicated above.**

**SIGNATURE:** \_\_\_\_\_

**Confirmation & Deadlines:** Sponsorship is not considered complete until you have received confirmation from the LDA office. If you have not received written confirmation by April 4, please call the LDA office. **We must have all logos in our office by March 9, 2012 in order to incorporate them in the program and signage for the meeting.**

FOR OFFICE USE ONLY: DATE PROCESSED \_\_\_\_\_ CHECK #: \_\_\_\_\_ CONF. SENT VIA \_\_\_\_\_ ON \_\_\_\_\_