

# EXHIBITOR & SPONSOR REGISTRATION

## Attention Exhibitors:

\$1,000 fee includes two (2) complimentary registrations for exhibitor representatives, one 6' draped table and two chairs.

Space is offered on a first come, first served basis and will only be reserved upon our receipt of your registration. You may register online if paying by credit card. If paying by check, fax this form to (386) 677-0155 or email it to [compconference@iwcf.us](mailto:compconference@iwcf.us). For more information regarding exhibit area, contact IWCF at (386) 677-0041. Booth set-up will be Wednesday, October 18, 2023, from 10:00 a.m. - 12:30 p.m. Tear-down will be Friday, October 19, 2023, at 3:30 p.m.

Refreshment breaks, lunch, and the evening reception will be held in the Exhibition area. Full fee forfeiture if unable to attend.

### Exhibitor Insurance Hold/ Harmless Clause

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, save and hold harmless the International Workers' Compensation Foundation (IWCF), employees and agents, Chelsea Place Meetings and its employees and agents, Greater Richmond Convention Center and the Hilton Richmond Downtown against all claims, losses and damages to persons or property, governmental charges or fines and attorney fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or part thereof, excluding any such liability caused by the sole negligence or concurrent comparative negligence of the Greater Richmond Convention Center and Hilton Richmond Downtown and their employees and agents, Chelsea Place Meetings and its employees and agents, as well as the IWCF, its members, employees and agents.

In addition, exhibitor acknowledges that the Greater Richmond Convention Center and Hilton Richmond Downtown, Chelsea Place Meetings and the IWCF do not maintain insurance covering exhibitors' property or potential liabilities and that it is the sole responsibility of the exhibitor to obtain business interruption insurance, property damage insurance and liability insurance covering such losses by exhibitor. Exhibitor shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of comprehensive general liability insurance and contractual liability set forth in the foregoing paragraphs hereof, in an amount not less than \$1,000,000.00 combined single limit for personal injury and property damage. Greater Richmond Convention Center and Hilton Richmond Downtown, Chelsea Place Meetings and the IWCF shall be included in such policies as additionally named insureds for this convention only.

**Auth. Signature:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

## Sponsorship Opportunity:

### Sponsorship levels for the conference:

**Gold:** \$1,000 Contribution

- One complimentary attendee registration
- Company name will appear in conference app, welcome video and conference program, as well as on a large "Thank You Sponsor" poster in the exhibit area.

**Silver:** \$500 Contribution

- Company name will appear in conference app and welcome video, as well as on a large "Thank You Sponsor" poster in the exhibit area.

**Event:** Fee Variable

- Reception, Breaks, Breakfast or Lunch
- Gold level inclusions, with two complimentary registrations
- Contact the IWCF for sponsor options

### Registration Details:

Go to [workcompevent.com/virginia](http://workcompevent.com/virginia) and click on the Attendee tab. Under Preferred Payment Method, select Credit Card via Authorize.net to pay by MasterCard, VISA, or American Express.

To pay by check, select 'Pay Offline via Check'. Make check payable to IWCF. Complete the registration form below and mail to IWCF, 570 Memorial Circle, Suite 320, Ormond Beach, FL 32174.

### Check Category Which Applies:

EXHIBITOR and/or  SPONSORSHIP

Silver  Gold  Event

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

Contact Person: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### Exhibitors and Gold Sponsors Only:

Comp Registrant #1: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Exhibitors Only

Comp Registrant #2: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_