



# SPONSOR & EXHIBIT CONTRACT

National Association of Benefits and Insurance Professionals

2025 ANNUAL CONVENTION

June 28 - July 1, 2025 | Miami, FL

### Exhibitor Rates (all booth sizes are 10' x 10'):

Standard in-line booth: **\$3,100** \$ \_\_\_\_\_

Corner booth: **\$3,500** \$ \_\_\_\_\_

Custom booth size: \$ \_\_\_\_\_

### Sponsorship Rates

Platinum Package **\$45,000** \$ \_\_\_\_\_

Gold Package **\$30,000** \$ \_\_\_\_\_

Silver Package **\$22,500** \$ \_\_\_\_\_

Bronze Package **\$10,000** \$ \_\_\_\_\_

A La Carte Sponsorship Item/Event \$ \_\_\_\_\_

**Total** \$ \_\_\_\_\_

### Booth Selection: (make up to 3 selections)

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

All booths will include pipe, drape and identifying booth sign.

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

Exhibiting As \_\_\_\_\_

Company Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone/Fax \_\_\_\_\_ Web Address \_\_\_\_\_

Contact Person \_\_\_\_\_ E-mail Address \_\_\_\_\_

Alternate Contact Person \_\_\_\_\_ E-mail Address \_\_\_\_\_

**Exhibitor's Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print name & title:** \_\_\_\_\_

### PAYMENT METHOD (Choose One)

**Check or ACH/Wire.** Invoice us at the above address. Invoice will be generated at time signed agreement is received and is due upon receipt.

**Credit Card.** Email a secure online Credit Card Authorization form to this Email address:

\_\_\_\_\_  
Upon invoicing per the Agreement billing terms, charge the Credit Card and Email us a receipt with the invoice.

**PLEASE SIGN, DATE, AND FAX AGREEMENT TO 410-584-1998  
OR EMAIL TO KATY.LEWIS@WEAREMCI.COM.**

By signing this applicant contract, I hereby acknowledge that I am authorized on behalf of the exhibitor to enter into this agreement. I have read, understand, and agree to terms, conditions, and procedures detailed on Form A and Form B.

### PARTIES

The National Association of Benefits and Insurance Professionals ("NABIP") through its agent and representative Network Media Partners LLC dba "MCI USA" ("MCI USA") agrees to sell sponsorships and/or lease exhibit space in the form of an exhibit booth as described in this contract in the designated exhibition area of the Event Location to the individual(s) or company named herein ("Exhibitor"). MCI USA is working on behalf of NABIP as an agent of and independent contractor to NABIP.

### TERMS/AUTHORIZATION

This application for exhibit space at the 2025 NABIP Annual Convention will become a contract upon acceptance and space assignment by NABIP. Acceptance is based on the plan of exhibits, space rental rates, and general exhibit information, considered together with details included on both sides of this form. Exhibitor will be invoiced for the total Agreement amount immediately upon acceptance of this Agreement. Exhibitor agrees to abide by all NABIP regulations and policies.

### CANCELLATION OR DOWNSIZING

Upon providing written notice, an Exhibitor may cancel or downsize from the Exhibit subject to the following conditions and restrictions:

- If a written cancellation or downsize notification is received at MCI USA before January 1, 2025, exhibitor is eligible for a 50% refund.
- If a written cancellation or downsize notification is received at MCI USA after January 1, 2025, exhibitor is not eligible for a refund and will be liable for remaining contract total and all terms and conditions.



**mci**

MCI USA  
849 Fairmount Avenue, Suite 102  
Towson, MD 21286

**Katy Lewis**

Katy.Lewis@wearemci.com  
(410) 584-1901

# Exhibitor Rules & Regulations

These rules and regulations and those in the accompanying brochure become a part of the contract between Exhibitor and NABIP before, during, and after the exhibit. Exhibitor agrees to abide by these regulations when accepting space assignments at the NABIP Exhibition. All points not covered are subject to the decision of NABIP.

## Contract for Space

This signed application and the acceptance of this application by NABIP or its agent MCI USA constitute a contract for exhibit space and/or a sponsorship.

## Space Assignments

Exhibitor must have what NABIP deems to be legitimate educational materials that will be of value to science teachers in their role as classroom instructors. NABIP reserves the right to cancel or refuse rental of display space to any person or company whose conduct or display of goods is, in the opinion of NABIP, incompatible with the general character and objectives of the exhibition. NABIP reserves the right to review intended display materials prior to acceptance of this contract.

## Relocation/Reassignment of Space

NABIP reserves the right to relocate Exhibitor's space due to modifications of the exhibit facility, fire marshal restrictions, or for any other reason in the best interest of the overall exhibit. If booth space is not occupied 2 hours before the exhibit hall opening, NABIP reserves the right to use the unoccupied space as it sees fit. No refund of rental will be made.

## Use of Space

No materials that contradict stated NABIP educational policies may be displayed or disseminated in the Exhibit Hall. No exhibits will be permitted that interfere with the use of other exhibits, block access to them, or impede the free use of the aisle. Exhibitor must surrender space occupied by them in the same condition it was at the commencement of occupation. Exhibitor shall not assign, sublet or share the space allotted without the knowledge and written consent of NABIP. Exhibitor must show only those goods and services manufactured or offered by them in the regular course of business. All exhibits, demonstrations, interviews, distribution of materials, or other promotional activities must be confined to the limits of the exhibit booth and must be relevant to the Exhibitor's products. Sufficient space must be provided within the exhibit booth to contain persons watching demonstrations and other promotional activities. Exhibitor is responsible for keeping the aisle(s) near the booth free of congestion caused by demonstrations or other promotions. Exhibitor agrees to comply with the American with Disabilities Act, and Exhibitor hereby indemnifies and holds NABIP, MCI USA and the host facility harmless for any violation thereof. Exhibit booths must be staffed during exhibit hours and each exhibitor must wear an official exhibitor's identification badge.

## Use of Space, Subletting of Space

No Exhibitor shall assign, sublet or share the space allotted with another business or firm unless approval has been obtained in writing from Show Management. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in the exhibitor's display, parent or subsidiary companies excepted. Exhibitors must show only goods manufactured or dealt in by them in the regular course of business. Should an article of a non-exhibiting firm be required for operation or demonstration in an Exhibitor's display, identification of such article shall be limited to the usual and regular nameplate, imprint or trademark under which same is sold in the general course of business. No firm or organization not assigned exhibit space will be permitted to solicit business within the Exhibit Areas. Special requests can be sent to the sales team directly for discretionary approval.

## Exhibitor Admission

Each Exhibitor will be entitled to register four (4) booth representatives without charge for each 10' x 10' booth space rented. Complimentary registrations are intended for use by the Exhibitor's employees only. Official NABIP Conference badges must be displayed by all persons entering the Exhibit Hall.

## Restrictions in Operation

1. NABIP reserves the right to restrict or evict exhibits which, because of noise, method of operation, materials, or any other reason, become objectionable and also to prohibit or to evict any exhibit which in the opinion of NABIP may detract from the general character of the exhibit as a whole. This reservation includes persons, things, conduct, printed matter, or anything

of a character which NABIP determines is objectionable, contradicts existing NABIP policies, is perceived by NABIP to be slanderous or libelous toward another exhibitor or convention participant(s), or that interferes with the activities of neighboring exhibitors. In the event of such restriction or eviction, NABIP is not liable for any refunds of rental or other exhibit expenses. 2. Exhibitor may not cause or create sound of any kind which annoys or disturbs adjacent exhibitors and their patrons. Musical instruments, radios, sound motion picture equipment, record players, VCR's, televisions, or any noise-making machines shall be operated only at a noise level that will not interfere with other exhibitors or add unduly to general acoustic inconvenience and their operation and physical placement must conform to NABIP requirements and booth set-up regulations. All such promotional devices must be approved by NABIP prior to the exhibit opening and must be in harmony with any agreements entered into by NABIP, the management of the exhibit facility, and applicable labor unions. Approval cannot be given for the use of sound equipment for live demonstrations in booths less than 8' x 20'. The use of glaring lights or objectionable lighting effects is prohibited. Floodlights or spotlights may be installed only after the approval of NABIP. Any products emitting offensive odors or fumes are not permitted in the Exhibit Hall. 3. Exhibitor will not display or bring into the exhibit any live animal, bird, fish, or other nonhuman creature without the permission of NABIP.

## Circularization & Solicitation

Distribution of circulars or promotional material may be made only within the space assigned to the Exhibitor presenting such material. Circulars or promotional material may not be distributed or left for attendees to pick up in the aisles, registration area, or anywhere else in the convention facility outside Exhibitor's assigned space. No firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area or convention site. Any unauthorized materials will be confiscated from Take-One Tables, the registration area, or any other area designated as official, and placed in the trash.

## Liability & Insurance

Insurance and liability are the full and sole responsibility of Exhibitor. Exhibitor shall assume all responsibility for damage to the exhibit facility by reason of their exhibit and shall protect, indemnify, save and defend, and keep NABIP, MCI USA, the exhibit facility and their respective trustees, directors, officers, agents and employees forever harmless from and against all loss (including without limitation, bodily injury and death), cost, damages, liability, expense, or charges which might ensue from any cause whatsoever arising out of Exhibitor's participation in the exhibits, use of the exhibit premises or part thereof, or in convention activities, including, but not limited to, any costs incurred as a result of alleged violations of copyright arising out of the use of mechanically or electronically reproduced music. Exhibitor will comply strictly with the applicable terms and conditions contained in the agreement between NABIP, its agents, and the exhibit facility regarding the exhibition premises.

## Care of Building & Equipment

Exhibitor, its employees, representatives, or agents must not injure or deface the walls or floors of the building, the booths, or the equipment of the booths. When such damage appears, Exhibitor is liable to the owner of the property so damaged. Nothing will be posted on, tacked, nailed, screwed, or otherwise attached to the columns, walls, floors, ceiling, furniture or other property of the exhibit facility.

## Fire Protection

Exhibits may not have closed ceilings. All materials used in decoration must be flameproofed. All hangings must clear the floor. Electrical wiring must conform with all local and state government requirements and with National Electrical Code Safety Rules. Combustible materials or explosives are not permitted in the exhibit area. If inspection indicates that Exhibitor has neglected to comply with these regulations, or otherwise incurs fire hazards, NABIP reserves the right to cancel all or such part of the exhibit as may be irregular. Exhibitor must comply with all city fire regulations.

## Construction & Arrangements

1. Exhibits must not project beyond the space allocated or obstruct the view of the exhibits of others. Displays must conform to all regulations listed in this contract and specifications provided in the Exhibitor Service Manual. Reasonable effort must be made to provide space within the confines of the booth for interviews, demonstrations, distribution of materials, etc. so that visitors do not obstruct the aisles.

2. Interference with the light and space of other exhibitors is prohibited. In straight line exhibits, the back half of the display (5 feet forward from back wall) may be occupied from the floor up to a limit of 8 feet in height. There shall be no special signs, partitions, products, apparatus, lighting fixtures, or other construction placed in the front half of the booth (within 5 feet of the aisle) that exceed 4 feet in height. Perimeter booths (along the wall), island booths (surrounded by four aisles), and peninsula exhibits (four or more spaces back to back with aisles on three sides) may extend up to but not exceed 10 feet in height with the prior approval of NABIP. Some areas may not accommodate 10 foot exhibits. See floor plan for affected areas. Signs may be displayed from the ceiling if the proper forms have been sent to the decorator, approved by NABIP and the decorator, and if they meet the rules and regulations of the exhibit facility. 3. Any part of the exhibit that does not lend itself to an attractive appearance, such as unfinished side or end panels, must be draped at Exhibitor's expense. The exterior of any display cabinet or structure facing an adjacent exhibitor's booth must be finished or suitably decorated at the expense of the exhibitor erecting or installing such a display and must not include corporate or product identity that would detract from the adjacent display. NABIP reserves the right to correct an unsightly exhibit and have such finishing done, billing Exhibitor for charges incurred.

## Giveaways, Drawings & Distribution of Gifts and/or Food Products

NABIP holds the right to restrict or prohibit any contest, promotion, or giveaway that causes blocking or disturbance to other exhibitors or patrons. It is the responsibility of Exhibitor to notify all winners of any drawing, contest, or giveaway. Food and beverage products may be distributed in sample quantities by those exhibitors engaged in the processing of these products. Other exhibitors wishing to dispense sample foods and/or beverages must conform with the exhibit facility's regulations and receive approval in advance from NABIP.

## Security

NABIP and the exhibit facility will not be responsible for the safety of the property of Exhibitor from theft, damage by fire, accident, or other causes, but will use reasonable care to protect Exhibitor's property from such loss. No responsibility is assumed for unpacked materials left in the exhibit area after the closing hour of the exhibit. Exhibitor is solely responsible for its own exhibit material and should insure it against loss or damage. All property of an exhibitor is understood to remain in Exhibitor's care, custody and control in transit to, within, and in transit from the exhibit area.

## Due Diligence

NABIP does not make any guarantee about the quality of the exhibiting companies or the products and services exhibited; nor does NABIP endorse any exhibitor or products and services exhibited.

## Interpretation & Amendment

NABIP shall have full power to interpret or amend these rules. Exhibitor agrees to abide by any rules or regulations that may hereafter be adopted by NABIP, which shall be as much a part hereof as though fully incorporated herein. Should any clause of this contract be found invalid and unenforceable by a court of law, the remainder of this contract shall not be affected, and all other provisions of this contract shall remain valid and enforceable. Exhibitor may not assign this contract to any other party without prior written approval from NABIP.

## MCI USA

849 Fairmount Avenue, Suite 102  
Towson, MD 21286

## Katy Lewis

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Please Note: Upon receipt of Exhibitor's contract and payment, a service kit will be forwarded to Exhibitor, complete with information regarding furniture rental, freight and storage, installation, dismantling, labor and signage requirements. The service kit will be forwarded to Exhibitor approximately 60 days prior to the show date.