



2024 UMDF Conference Exhibitor Rules and Regulations Mitochondrial Medicine 2024

June 26 – 29, 2024
Hilton Downtown Cleveland
100 Lakeside Avenue East, Cleveland, OH 44114

All exhibitors must complete a Commercial Exhibitor Participant Agreement.
[Follow this link to complete the Commercial Agreement online](#)

Eligibility

UMDF reserves the right to revoke exhibit privileges based on intellectual property violations, unfair trade practices or other activities in the industry deemed illegal, unethical or contrary to the best interests of the UMDF.

The purpose of the UMDF's exhibit program is to enhance the registrants' knowledge of Mitochondrial Medicine by providing access to information on products and services related to their professional interest. The UMDF reserves the right to refuse applications for exhibits which do not serve those interests.

Liability and Indemnification

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, and hold harmless the United Mitochondrial Disease Foundation (UMDF), Hilton Downtown Cleveland, and their directors, officers, employees, agents, parents and subsidiaries against all actions, claims, losses, and damages to persons or property. In addition, UMDF and Hilton Downtown Cleveland, their directors, officers, agents and employees, separately or collectively, will not accept responsibility for any damage to, or the loss or destruction of, an exhibit or the property of an exhibitor, its agents or employees, or the death or injury of any person employed by exhibitor or for whom exhibitor is responsible or over whom exhibitor has control from fire, theft, accidents or other causes of any kind. All claims for any such loss, damage, destruction, death, or injury are expressly waived by exhibitor.

Marketing

Use of Space-General

All marketing activities of each Exhibitor must be confined to the Exhibitor allotted booth space. Exhibitors expressly agree not to hold any activities that in the sole opinion of the UMDF, will compromise the experience of our conference attendees.

The direct sale of merchandise, including food and beverage for cash or credit is prohibited. Exhibitors are permitted to display and promote their products and services **ONLY** in designated exhibit areas or as a pre-approved part of specific conference sponsorships. Exhibitors are prohibited from planning, sponsoring, underwriting or paying for any non-UMDF activity that involves conference participants and consumers, unless previously agreed upon as part of a specific conference sponsorship.

Audio-visual and other sound and/or attention getting devices will be permitted in those locations and of such intensity as, in the opinion of the UMDF, do not interfere with the activities of neighboring Exhibitors.

No entertainment, meetings, tours, special events, hospitality suite functions or other private functions will be permitted during any Mitochondrial Medicine 2024 activities. Exhibitors who are not in accordance with this rule may lose their privilege of exhibiting at this or future UMDF events.

Subletting Space

No exhibitor shall assign, sublet, or apportion the whole or any part of their contracted space, or have any representatives, equipment or materials from any company or organization other than their own in the booth without written approval from UMDF.

Distribution of Materials/Advertising

Demonstrations, interviews, event or function advertisements, and distribution of literature or give-away materials must be done within the designated, assigned booth area assigned to the exhibitor. Use of the UMDF name, logo and/or conference name is not permitted without the written consent of UMDF including, but not limited to “UMDF”, “United Mitochondrial Disease Foundation”, “The United Mitochondrial Disease Foundation”, “Energy for Life”, “Energy for Life Walkathon”, “EFL”, and “Mitochondrial Medicine”.

Distribution of promotional material to attendees sleeping rooms, in public areas or in educational sessions is prohibited.

Conference Exhibitor Attendee Policy

The exhibit fee DOES NOT include fees to attend any Conference sessions. To attend sessions, registration at the regular Conference rates is required and can be accessed by visiting the website at www.umdconference.org. You may also register for sessions on site by seeing a UMDF representative at registration for additional information.

Shipment of Materials

Hilton Downtown Cleveland will provide information regarding shipment of materials prior to the Conference. This information will be sent to you as soon as it becomes available. Additional costs may apply.

Electricity and Internet Needs

Hilton Downtown Cleveland will provide information regarding electricity and internet needs prior to the Conference. This information will be sent to you as soon as it becomes available. Additional costs may apply.

Set Up

One six-foot table with skirting and two chairs will be provided. Self-standing backdrops can be no larger than six feet per space. (May vary dependent upon specific conference sponsorships.)

Set up can begin the evening of June 25, or morning of June 26, 2024. The scientific sessions will run June 26 – 29, 2024. Family sessions will run June 27 – 29, 2024.

Exhibit Hours

8:00 am to 4:30 pm; June 26 -28, 2024. 8:00 am to 12:30 pm on June 29, 2024.

Exhibit Removal

All exhibits must be dismantled by 4:30 pm on Saturday, June 29, 2024.

Hotel Accommodations

Exhibitors are encouraged to reserve their rooms early through the UMDF website link for special room rates.

Reminder: All exhibitors/supporters must complete a Commercial Exhibitor Participant Agreement.

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If you know the names of your on-site exhibit representatives, you may proceed with completing the electronic form now. If not, we will send a reminder closer to the meeting. **This information will also be used for name badges and additional on-site acknowledgements.**

For additional information, please contact:

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