



EXHIBITOR APPLICATION

COMPANY NAME

Please provide the name of your organization as you wish it to appear in the program book, conference app, and event signage

Has your organization exhibited with SBM in the past?

Yes No

In addition to exhibiting, are you interested in sponsorship opportunities?

Yes No

PRIMARY CONTACT INFORMATION

The individual responsible for deliverables, the Exhibitor Kit, and all logistical communications

Full Name:

Title:

Email Address:

Phone Number:

EXHIBITOR INFORMATION

Please list your organization information as you wish it to appear in the conference app

Company Address:

City:

State / Province:

Zip / Postal Code:

Country:

Brief Company Description:

LET ATTENDEES KNOW WHERE TO FIND YOU

Website:

Facebook:

Twitter / X:

LinkedIn:

Instagram:



SELECT YOUR EXHIBIT BOOTH PACKAGE

Package Selection	Booth*	Price	Complimentary Registrations	Broadcast Email to Pre-Registered Attendees	Complimentary Entrance - Synergy Summit
<input type="checkbox"/>	10'x10' Basic Booth - Nonprofit Rate	\$2,000	1 Full Conference; 4 Exhibit Hall Only	N/A	N/A
<input type="checkbox"/>	10'x10' Basic Booth	\$2,500	1 Full Conference; 4 Exhibit Hall Only	50% Discount (\$750)	N/A
<input type="checkbox"/>	10'x20' Deluxe Booth	\$5,000	2 Full Conference; 4 Exhibit Hall Only	Complimentary	2 Tickets

*Deluxe Exhibitors will receive corner and end booth locations. Basic Booth - including nonprofit rate - will be able to select from available inland booth locations.

All exhibit listings include an identification sign, draped back wall and side rails, and complimentary conference WIFI. Additional benefits included are brand recognition in the SBM program book, conference app, conference signage and promotions, and on the SBM website. Based on support level, other benefits may be added.

Upgrade 1 or More Exhibit Hall Only Passes to a Full Conference Registration:

- 1 Upgrade: \$400
- 2 Upgrades: \$800
- 3 Upgrades: \$1,200
- 4 Upgrades: \$1,600

Exhibit Booth &

Personnel Subtotal: \$ _____

AFFILIATE MEMBERSHIP ADD-ON

Unlock a whole new set of benefits and access to leading behavioral medicine experts by becoming an SBM Affiliate Member. Join now and lock in your exhibit booth at a discounted rate, receive additional Annual Meeting registrations, and enjoy the perks of being an SBM member!

AFFILIATE MEMBERSHIP LEVELS & BENEFITS	ELITE MEMBERSHIP \$5,000	PREMIUM MEMBERSHIP \$3,500	STANDARD MEMBERSHIP \$2,500
COMPLIMENTARY SBM MEMBERSHIPS	5	3	2
COMPLIMENTARY ANNUAL MEETING REGISTRATIONS	3	2	1
ANNUAL MEETING SUPPORT - DISCOUNT RATE	20%	15%	10%
COMPLIMENTARY POSTS IN WEEKLY DIGEST E-NEWSLETTER	3	2	1
30-MINUTE PARTNERSHIP MEETING WITH SBM LEADERSHIP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
EXCLUSIVE ACCESS TO SBM'S SCIENTIFIC ADVISOR BOARD DIRECTORY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
YEAR-ROUND RECOGNITION ON SBM WEBSITE, CONFERENCE APP, ANNUAL REPORTS, AND MORE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
HOST AN SBM WEBINAR - DISCOUNTED RATE	COMPLIMENTARY	50%	-
COMPLIMENTARY HEALTHY LIVING ARTICLE PUBLICATIONS	2	1	-
AFFILIATE MEMBERSHIP ADD-ON SELECTION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Affiliate Member Subtotal: \$ _____



MEETING SPACE RENTALS

Table with 4 columns: Rental Type, Thursday, March 27, Friday, March 28, Saturday, March 29. Rows include Full Day Rental (\$1,500), Half Day Rental (\$1,000), and Two Hour Rental (\$500) with specific time slots.

Meeting Space Rental Subtotal: \$ _____

EXHIBIT PAYMENT SUMMARY

Exhibit Booth Package: \$ _____
Exhibitor Registration Add-On: + \$ _____
Meeting Space Add-On: + \$ _____
SUBTOTAL (add up above): = \$ _____
Affiliate Member Discount: x \$ _____
Elite: subtotal x 0.20
Premium: subtotal x 0.15
Standard: subtotal x 0.10
SUBTOTAL (with Affiliate Discount): = \$ _____
Affiliate Member Package: + \$ _____
EXHIBITOR PACKAGE TOTAL: = \$ _____

Warning icon: All sponsor and exhibit fees increase by 10% after February 3, 2025!

EXHIBITOR AGREEMENT

Please review the SBM Exhibitor Terms & Conditions on the following page.

- By checking this box, I confirm that I have read and understand the Terms and Conditions of SBM's 46th Annual Meeting & Scientific Sessions and agree to abide by them.
By checking this box, I understand that I must provide SBM a certificate of insurance showing SBM listed as an additional insured to exhibit at SBM's 2025 Annual Meeting in San Francisco.

Authorized Signer's Signature: [Signature box]

Authorized Signer's Title: [Title box]

Authorized Signer's Full Name: [Name box]

Date Signed: [Date box]

APPLICATION SUBMISSION

Submit by Mail: Society of Behavioral Medicine (SBM) 555 E Wells Street, Suite 1100 Milwaukee, WI 53202

Submit by Email: Eli Gonzalez-Rehorst, MS SBM Development Manager egonzalez-rehorst@sbm.org



EXHIBITOR AGREEMENT - TERMS & CONDITIONS

Cancellation Policy

Cancellations received in writing by Friday, February 7, 2025, will be refunded, minus a \$100 administrative fee. Cancellations after this date will not receive a refund unless the booth space is resold in the case of exhibitors. If for any cause beyond the control of the Society – such as, but not limited to, an act of God, the public enemy, authority of the law, fire, public health emergencies, or other force majeure—the Society is unable to comply with the terms of this contract, this contract shall be considered terminated and any payments made hereunder by the supporter shall be refunded to the supporter in full. The supporter also reserves the right to carryover their support to the Society's 2026 Annual Meeting.

Exhibitor Agreement Terms and Conditions

You are hereby authorized to reserve space for the company indicated to exhibit at the SBM 46th Annual Meeting to be held March 26-29, 2025, at the Hilton San Francisco Union Square in San Francisco, CA. We understand that the assigned space will be rented at the rate quoted in the SBM 46th Annual Meeting prospectus. We understand further that all space must be paid for in full on or before February 7, 2025. If the assigned space is not paid for in full by the specified date, the space may be reassigned to another exhibitor at the discretion of the SBM Executive Director. We agree to abide by all rules and regulations governing exhibitors set forth in the SBM 46th Annual Meeting Exhibitor Prospectus, which is made part of this contract by reference and fully incorporated herein.

Hold Harmless Clause: The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage to the exhibitor's displays, equipment and other property brought upon the premises of the exhibit facility and shall indemnify and hold harmless the Society of Behavioral Medicine, the Hilton San Francisco Union Square, decorator contracted for 46th Annual Meeting & Scientific Sessions, and each of their employees and agents from any and all such losses, damages and claims. In addition, the exhibitor acknowledges that it is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses by the exhibitor.

Exhibitor shall be fully responsible to pay for any and all damages to property owned by Hilton San Francisco Union Square, its owners or managers which result from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless, the Hilton San Francisco Union Square, its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates, from any damages or charges resulting from Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from, out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of the Exhibitor's occupancy and use of the exhibition premises, the Hotel or any part thereof.

Promotional Activities: Advertisements and promotional materials may not be displayed or distributed in the educational space immediately before, during, or after a Continuing Education activity. No product advertisements will be permitted in the same room as the educational activity. Exhibitor staff may attend an educational activity, but may not engage in sales activities while in the room where the activity takes place.

Giveaways: Giveaways and product samples approved by SBM may be distributed from your exhibit booth. Requests for items other than product samples or educational materials must be submitted to SBM with a sample by February 7, 2025. Samples will not be returned. Written notification will be sent upon SBM approval of the items.

Drawings/Prizes/Raffles, Etc.: Prize contests, awards, drawings, raffles, spin wheels or lotteries of any kind held at any time or place within the SBM Annual Meeting are not permitted. Attendees may not be registered for drawings, raffles, or lotteries, which might be conducted after the Annual Meeting. Gaming devices of any description are not allowed in the exhibit hall.

Exhibit Labor: Exhibitors have the option of utilizing the Official Service Contractor, who provides quality union labor or personnel from their own companies to install and dismantle displays. Full-time employees of exhibiting companies may set their own exhibits. Any full-time company personnel involved should have visible identification of their company status when engaged in these activities.

Freight Handling: All work involved in the loading and unloading of all trucks, trailers and common and contract carriers from the facility docks, including empty crates, and the operation of material handling equipment, is under the jurisdiction of Curtin Convention & Exposition Services. Full-time employees of exhibiting companies may 'hand carry' what one person can carry in one trip, provided they do not use material handling equipment. When exhibitors do choose to 'hand carry' material, they may not be permitted access to the loading dock/freight door areas. Alliance will not be responsible for any material we do not handle.

Gratuities: SBM prohibits the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts in kind by any employee (union or non-union). Our employees are paid appropriate wages denoting professional status, therefore tipping of any kind is not allowed.

Insurance

The Exhibitor agrees to carry event general liability insurance with a minimum limit of \$1 million per occurrence, a minimum limit \$2 million aggregate, and rated A-XII or better. The Additionally, the Exhibitor agrees to provide SBM with a certificate of insurance showing SBM listed as an additional insured.



EXHIBITOR AGREEMENT - TERMS & CONDITIONS

Event Discrimination and Harassment

The Society of Behavioral Medicine (SBM) is committed to providing a discrimination, harassment, and retaliation-free environment for all participants in society events. SBM prohibits discrimination or harassment based on actual or perceived gender, gender identity, gender expression, sexual orientation, body size, disability, race, ethnicity, socioeconomic status, age, religion (or lack thereof), marital or parental status, or any other status protected by law ("protected status"). SBM has zero tolerance for any form of harassment, discrimination, or retaliation at society meetings and events.

This policy applies to all SBM events, including those sponsored by other organizations held in conjunction with an SBM event. All participants, including, but not limited to, attendees, speakers, volunteers, exhibitors, staff (including venue staff), contractors, vendors and other service providers, and anyone else present at SBM meetings or events, are expected to abide by this policy.

Unacceptable Behavior

Discrimination consists of material, adverse treatment based on a person's protected status. Conduct can amount to prohibited discrimination even when a person does not specifically intend to harm someone else.

Harassment consists of unwelcome conduct of a demeaning, abusive, and/or offensive nature that either (1) constitutes a term or condition of a person's participation in society events (quid pro quo harassment); or (2) substantially interferes with a person's participation in society events or otherwise creates what a reasonable person would consider to be a hostile environment. Examples of harassment include, but are not limited to, physical or verbal abuse of any participant, stalking or threatening any participant, harassing photography or recording of any participant, the use of slurs and epithets, display of disparaging material, display of sexual imagery, inappropriate or unwelcome physical contact, and non-consensual sexual advances.

Retaliation consists of material, adverse action taken against someone because the person reported discrimination or harassment (either on behalf of themselves or another) or because the person participated in the investigation and resolution of a report. Retaliation can occur even if the underlying report of discrimination or harassment is unsubstantiated.

Participants who are asked to stop discriminatory or harassing behavior are expected to comply immediately. Upon receipt of a report of prohibited conduct, SBM retains the right to take any steps deemed necessary and appropriate, including immediate removal from the event without warning or refund, to end the conduct and maintain a safe and welcoming environment for participants. Further, SBM reserves the right to prohibit anyone who violates this policy from attending any future SBM meeting or event. Misconduct can also result in the revocation of SBM membership, including fellow status.

Reporting Unacceptable Behavior

Any person subjected or witness to discrimination or harassment is encouraged to report such conduct to SBM management as soon as possible and may be asked to file a written report. SBM staff are available for consultation with any meeting or event participant or attendee who believes they have experienced any form of harassment while at any SBM meeting or event. Reports should include identification of the offender (or description); behaviors or actions by that person; circumstances around the incident; day, time, and session; and others present. All written reports will be kept confidential.

Upon receipt of a report, SBM will review the available information, which may include speaking with the persons involved, and determine whether a policy violation has occurred. To the extent any person experiences or witnesses conduct that is criminal in nature, SBM strongly encourages the person to also make a report to law enforcement.

Unacceptable behaviors not reported during the meeting or event may be reported to SBM staff after the conference by contacting Executive Director Lindsay Bullock (lbullock@sbm.org). All complaints will be treated seriously and responded to promptly.

A participant or attendee who believes he or she was falsely or unfairly accused of violating this policy should notify SBM Executive Director Lindsay Bullock (lbullock@sbm.org).

Key 2025 Exhibit Dates for You to Know

March 26	March 27	March 28	March 29
Exhibitor Check-In: 12:00 - 1:00pm	Exhibit Hall Session B: 11:00 - 11:50am	Exhibit Hall Session D: 11:00 - 11:50am	Exhibit Hall Session F: 11:00 - 11:50am
Exhibit Setup: 12:00 - 4:00pm	Exhibit Hall Session C: 5:00 - 5:50pm	Exhibit Hall Session E: 5:00 - 5:50pm	Exhibit Take Down: 12:00 - 1:00pm
Exhibit Hall Session A: 5:00 - 5:50pm			

The Poster/Exhibit Hall is open during ALL conference hours. The hours listed above are the SBM-designated hours for attendees to view posters and visit the exhibitors.