

Exhibitor

Rules & Regulations

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GENERAL

The Exhibitor Rules & Regulations, including any amendments published on the AMP 2027 Annual Meeting & Expo ("AMP 2027") website, distributed to the Company's Exhibit Booth Contact, or communicated to the onsite contact, are a part of the Exhibitor Contract. In addition, the provisions of the lease or licensing agreement between AMP and the venues which refer to or govern exhibitors are incorporated in these Exhibitor Rules & Regulations by reference and are available upon request. Failure to abide by any of these, either by exhibitor staff or contracted labor, will constitute breach of contract, will result in imposition of applicable fines and may result in revocation of permission to exhibit in 2027, with forfeiture of all monies paid, loss of loyalty credits and/or denial of permission to exhibit in future years. Exhibitors are responsible for all expenses incurred as a result of their failure to comply with the Rules & Regulations.

Only persons, companies or organizations that have contracted with AMP may exhibit at AMP 2027.

Official Name, Dates, Location & Tag of Events

- The official name of the event is the AMP 2027 Annual Meeting & Expo or AMP 2027 for short.
- The official AMP 2027 Annual Meeting & Expo dates are November 9-13, 2027.
- The location is the Baltimore Convention Center in Baltimore, MD.
- The hashtag is #AMP2027. Exhibitors will adhere to this terminology.

Show Dates

The official AMP 2027 Show dates are November 9-13, 2027.

Eligible Exhibitors

All exhibits and related demonstrations and presentations shall serve the interests of AMP members and meeting attendees; specifically, exhibitors should offer products and services directly related to molecular diagnostics and genomics research. AMP reserves the right to determine the eligibility of any Exhibitor, product, or service for inclusion in the expo. AMP reserves the right to remove or prohibit any exhibit in whole, in part, or any Exhibitor or its representatives that in its sole discretion are not in keeping with the character and purpose of the AMP 2027 Annual Meeting & Expo.

Exhibitor Fees

The complete list of Exhibitor Booth Fees, including for 501(c)3 non-profit organizations and kiosks, can be found on the online Exhibitor Website and in the Expo Portal.

Booth Space Configuration

All booth space configurations are 10' x 10' or multiples thereof. A combination of inline and corner booths may be secured to create an inline booth size larger than 10' x 10' (limited number available). Island booths or spaces other than those noted on the expo floor plan must be approved by AMP Show Management and Fire Marshal Regulations; and the Exhibitor Booth Fee will include the full cost of any booths deleted to create such an island. A select number of 5'x5' kiosk spaces are available for new or startup companies.

Reconfiguration & Booth Relocation

AMP Show Management strives for but cannot guarantee booth placement as requested. Generally, AMP Show Management does not reconfigure the Expo Hall but reserves the right to do so. AMP reserves the right to relocate booth space to areas other than that originally assigned. On rare occasions, relocation may occur onsite. Exhibitor will be notified of relocation as soon as possible, as will AMP 2027 attendees.

Subletting of Space

AMP strictly prohibits the sharing or "co-oping" of booth space unless companies share the same parent company or one company is the subsidiary of the other (proof required). Contracted exhibitors will not assign, sublet, or share any space allocated to them. They will not advertise or display goods other than those manufactured or sold by them in the regular course of their business. The space assigned to the Exhibitor is for their exclusive use. Regardless of permitted booth space sharing, only one company listing per booth will be allowed.

Mergers & Acquisitions

In the event that an exhibiting company merges with, is acquired by, or purchases another exhibiting company, AMP Show Management must be notified in writing of such changes. Combining booth spaces will not be considered a cancellation as long as the resulting booth space is at least as large as the combination of the separate booths. Changing the size of a booth space may require relocation within the Expo Hall. Only one company listing per booth will be allowed.

Space Assignment – Reserving Your Booth*

Bookings for booth space at the AMP meeting are received online using our online Expo Portal. Booth spaces are approved solely at the discretion of AMP – after which payment is due in full.

** Note - AMP is not responsible for assignment of booth spaces and the booth location of competing companies.*

PAYMENT SCHEDULE & TERMS

- A non-refundable 25% deposit is required for exhibitors that participate in the initial booth draw onsite.
- Payments for exhibitors that participate in the initial booth draw onsite are due January 29, 2027. Otherwise, full payment must be received within ten (10) business days from the reservation of booth space and participation.
- Credit card payment is available and can be processed immediately; payment via check, wire or ACH transfer must be received within ten (10) business days or reserved booth will be released.
- Failure to make payment according to the "Payment Schedule & Terms" can result in cancellation or loss of booth space.
- Exhibitors may not have any freight delivered to or occupy their assigned booth space until all payments due to AMP are paid in full. No exceptions.
- Failure to make payment does not release the Exhibitor from contractual financial obligation.
- AMP reserves the right to cancel Exhibitor rooms and room blocks if payment is not received within ten (10) business days of booth reservation.

CANCELLATION, REDUCTION IN SPACE, AND REFUNDS

- **"Cancellation" is defined as either partial reduction or complete withdrawal of exhibit booth space.**
- Cancellation is required in writing by completing the cancellation form and emailing exhibits@amp.org. The following cancellation fees apply:
  - Cancellation received on or before January 29, 2027, 25% of the total booth cost is retained by AMP.
  - Cancellation received January 30, 2027, through April 23, 2027, 50% of the total booth cost is retained by AMP.
  - Cancellation received April 24, 2027, through June 25, 2027, 75% of the total booth cost is retained by AMP.
  - Cancellation received on or after June 26, 2027, will forfeit full exhibit fee payment.
- Failure to make payment does not release Exhibitors from contractual financial obligation.
- An Exhibitor may be required to move to a new location if a reduction of booth space is requested. AMP cannot guarantee the same location when space is reduced. The cancellation fees outlined above will apply to the cancelled portion of the exhibit booth space.
- Cancellation of Exhibitor's booth space in its entirety (complete withdrawal) will result in forfeiture of Exhibitor's booth staff badges and benefits, Corporate Workshop(s), and any other sponsorship items.
- Sponsorship items, Corporate Workshop(s) and ancillary/satellite events are non-refundable. Funds from cancelled sponsorship items, Corporate Workshop(s), etc. are non-transferrable and cannot be used for any other items including meeting registration.
- AMP reserves the right to cancel Exhibitor rooms and room blocks if booth space is cancelled.
- Any unused funds remaining in an exhibitor's account after December 1, 2027 will be donated to the AMP General Education Fund.

BOOTH DESIGN AND CONSTRUCTION; EXHIBIT STAFF

Exhibitors may, subject to the provisions herein contained, arrange their exhibits within the space allotted to them in the manner best suited for displaying and demonstrating the goods manufactured by them. Exhibitors must allow a minimum of 2' in front of presentation and demonstration components inside the booth to accommodate attendees to enter the booth to participate in an activity or watch a demonstration. Attendees should not be forced to stand in the aisle to view Exhibitor presentations. No part of an exhibit may extend outside of the booth space boundary. All promotional materials, items, etc. must be contained within the space assigned to the Exhibitors as per the completed contract and in accordance with the booth construction guidelines of the International Association of Exhibitions and Events (IAEE) Guidelines for Display Rules and Regulations (*www.IAEE.com*). If there is a discrepancy between the IAEE and AMP guidelines, the AMP Rules & Regulations will be used.

To view booth construction examples, visit:
https://amp27.amp.org/exhibits-sponsorships/booth-construction-examples/

5'x5' Kiosk:

A 5'x5' carpeted space that includes a kiosk with custom company branding. Barstool, monitor including electricity/labor to install are optional and at the Exhibitor's expense. All relevant guidelines for inline booths apply.

Inline/ Booths Linear:
A 10'x 10'space consisting of drape assembled on aluminum stanchions and crossbars; 8' high back drape, 3' high side drape; and 7" x 44" booth identification sign. All other equipment, furnishings or services other than those provided as indicated must be arranged for with the General Service Contractor and/or the convention center at the Exhibitor's expense.

Construction and Use of Inline/Linear Booths:

A. Regardless of the number of Inline Booths utilized, e.g., 10' x 20', 10' x 30', 10' x 40', etc. display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring Exhibitors. The maximum height of 8' is allowed only in the rear.
B. Half of the booth space with a 4' height restriction imposed on all materials in the remaining space forward to the aisle.
C. All displays, booth elements, signage, and other exhibit materials including floor covering, must be contained within the confines and plane of the booth dimensions. No exhibit may span or extend into an aisle.
D. Boxes and equipment cannot be stored behind booth space.
E. Exhibitors with a booth larger than a 10x10 may be subject to submit a booth layout drawing for AMP approval, no later than August 2, 2027. The booth rendering should be a sketch/ diagram detailing the proposed booth space layout and include booth heights and dimensions. AMP will notify the Exhibitor if this is required.

Corner Booth:
A corner booth is an inline booth at the end of a series of inline booths with exposure to intersecting aisles on two sides. Corner booths do not include 36" draped side rails on the open corner(s). To request side drape, please order through the Exhibitor Service Manual, available in August 2027. All other guidelines for inline booths apply.

Endcap Booth:
AMP does not permit Endcap Booths.

Island Booths:
Typically, 20' x 20' or larger and exposed to aisles on all four sides. There is no pipe and drape construction provided. If Exhibitor requires pipe and drape, it will be provided at their own expense and ordered by them through our General Service Contractor.

Construction and Use of Island Booth Space:

A. Height maximum for hanging signs is 20' and height maximum for structures is 16'. The entire cubic content of the space may be used; however, booth structure and/ or presentations must not be placed so

that attendees must stand in the aisle to observe. The booth structure must take line of sight into consideration and is subject to approval by AMP Show Management.

B. All island booth Exhibitors must submit a booth layout drawing, including signage for AMP approval. No later than August 2, 2027. The booth rendering should be a sketch/diagram detailing the proposed booth space layout and include booth heights and dimensions as well as orientation of all entrances.

Perimeter Booths:
Perimeter booths are booths backed directly to the facility perimeter walls. 10‘ x 10‘ consisting of drape assembled on aluminum stanchions and crossbars; 8’ high back drape, 3’ high side drape; and 7” x 44” booth identification sign. All other equipment, furnishings or services other than those provided as indicated must be arranged for with the General Service Contractor and/or the convention center at the Exhibitor’s expense.

Construction and Use of Perimeter Booths:

A. Regardless of the number of Perimeter Booths utilized, e.g. 10’x 20’, 10’x 30’, 10’x 40’, etc. display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors.
B. The maximum height of 15’ is allowed only in the rear half of the booth space with a 4’ height restriction imposed on all materials in the remaining space forward to the aisle.

Multi-Story or Covered Booth Designs

Please notify AMP Show Management if your booth design is more than one level. A multi-storied exhibit requires submission of the architectural approved structural plans to AMP Show Management, the General Service Contractor, the convention center, and Fire Marshal for review and approval. All such plans must bear the stamp of a registered structural engineer and/or certified architect and be accompanied by a letter from the engineer and/or architect stating that the exhibit conforms to the current Building Code.

Any covered booth space of 100 square feet or more (including tents and canopies) requires a smoke detector and 2A10BC fire extinguisher. Other facility fire regulations may apply. Please check with AMP Show Management if any portion of your exhibit will be covered.

Booth Decor and Furnishings

All Exhibitors are required to have carpet or flooring in their booth. Flooring should be no more than 1” higher than the aisle carpet and comply with all ADA regulations.

Everything an attendee might experience, including displays, graphics, literature, videos, audio, conversation, etc. must be of a professional nature.

Do not post, tack, nail, screw or otherwise attach anything to columns, walls, floors or other parts of the building or furniture. Fees for damages will be charged to the Exhibitor and must be paid before an Exhibitor will be allowed to select a booth space for future AMP shows.

Do not place in the exhibit area any material or equipment whose presence, appearance or operation produces noise, vibration, odor, or other irritant that is objectionable, at the sole discretion of AMP Show Management. Exhibits that defame the products or integrity of another Exhibitor are also prohibited.

Installation & Dismantling of Booth Space

All goods shall be consigned in accordance with instructions in the online Exhibitor Service Manual (ESM). If you know that your booth will require more than your allotted time to set up, a written request to AMP Show Management and General Service Contractor is required to coordinate booth materials.

Exhibits are to be set up during assigned times and to be completed by 10:00am on Thursday, November 11, 2027, and all shipping materials must be stored and out of the aisles – No Exceptions! Booth spaces left empty as of this deadline may be resold or reassigned by AMP without obligation on the part of AMP for any refund whatsoever and any received freight will be stored (at the Exhibitor’s expense) until the conclusion of the show. Exhibits not completely set up by this deadline will be assigned labor to install it or to remove it and its materials

from the hall, at AMP's discretion. If an Exhibitor's booth space has to be furnished to be a "lounged" space for any reason, there will be an additional $500 fee. Exhibitors will be responsible for any expenses incurred (for labor, etc.). AMP will not be responsible for any damage to the Exhibitor's property. Under no circumstances will Exhibitor's materials be allowed to remain in the booth and/or aisles in their original crates/boxes/pallets.

The Exhibitor will not dismantle their display prior to the stated closing of the show. No exhibit or any part thereof may be removed during the period of such exhibition without the written consent of AMP Show Management. The penalty for early dismantling will be loss of exhibitor loyalty credits for the current exhibit year, and a penalty fee of up to $2,500. Exhibitors should make travel and staffing arrangements accordingly. Exhibitors shall remove all exhibits and any goods or property brought into the exposition hall and leave said booth space both clean and free from all rubbish by 9:00 pm the day of closure of the show.

ADA Compliance

The representatives of each exhibiting company will be responsible for making their exhibits accessible to persons with disabilities as required by the Americans with Disabilities Act. It is understood that AMP will be held harmless by the exhibiting company for the failure of its representatives to comply with the requirements as stated in the Americans with Disabilities Act.

Electrical Safety

All booth wiring and display fixtures must meet the underwriter's rules and comply with all applicable state, county, city and venue electrical and fire codes and regulations.

Fire Regulations

All materials used in the Expo Hall must be flameproof and fire resistant in order to conform to local fire ordinances. Corrugated paper, flameproof or otherwise, will not be permitted. All aisles and exhibits must be kept clear at all times, and fire alarms and fire extinguishers must not be covered or obstructed. To minimize fire hazard, no storage of any kind will be permitted behind an exhibit booth.

Insurance

Exhibitor must secure and maintain comprehensive commercial general liability insurance with limits not less than $1,000,000 for each occurrence and $2M in the aggregate for bodily injury and property damage. Insurance will cover the period through the term of this contract, including move-in and move-out days and will name Association for Molecular Pathology (AMP) as an additional insured party.

All Exhibitors MUST submit a Certificate of Insurance (COI) to AMP Show Management no later than 30 days prior to move-in day. Freight will not be delivered unless the exhibiting company's COI is on file. Please contact AMP Show Management (exhibits@amp.org) if you need a recommendation for an insurance broker that specializes in Expo insurance.

Lighting

All island booths may utilize special lighting. Lighting must be directly over or in the Exhibitor's booth (including gobos) and may not extend into the aisles or neighboring booths. Exhibitor lighting cannot affect other Exhibitors or aisles. The use of special lighting effects, such as strobes, flashers, etc., is prohibited unless lighting features are expressly the product(s) on display. Overhead lighting may be dimmed or turned off at the Exhibitor's expense with onsite approval from AMP Show Management. Requests may be made onsite at the Exhibitor Service Desk. It is the responsibility of the exhibiting company's contact person to notify their contractors and agents of the height restrictions for hanging signs and lighting.

Vehicles in the Expo Hall

All requests to have a vehicle in the Expo Hall must be approved before the booth space is assigned. The Exhibitor must conform to all convention center rules for vehicles, which may include, but are not limited to the following: full disconnection of the battery, limit the amount and types of fuel in the vehicle, and may require fire watch personnel.

Special move-in and move-out arrangements must be made in advance. Contact AMP Show Management for

details.

Exhibitor Booth Contact

The Exhibitor will be responsible for designating an official authorized agent who will be the primary contact to work with AMP Show Management. This person will oversee and understand all contract issues, including those relating to registration, payment, housing, badging, materials handling, booth set-up and tear-down, operations and logistics, as well as ordering furniture, signage, utilities, cancellation, etc. The Exhibitor Booth Contact shall be authorized to enter into service contracts as may be necessary and for which the Exhibitor is responsible. AMP Show Management must be notified if, for any reason, the Contact needs to be reassigned leading up to and/or during the show (including installation, show dates and dismantling times), please email *exhibits@amp.org*.

Exhibit Staff

Exhibits shall be staffed by technical, qualified individuals who are bona fide company/organization employees or legitimate representatives. Booths must be staffed at all times during Expo Hall hours.

The dress code for exhibit staff will be "business casual" or "business professional." “Resort” or casual clothing is not permitted. All exhibit staff and everyone associated with the exhibitor must be properly attired and not dressed (or undressed) in a lewd, suggestive, offensive or obscene manner.

We strongly encourage booth personnel to be registered in advance. Exhibit staff who register onsite will require a government picture ID and proof of employment. The following are the only acceptable proofs of employment: company business card, company ID, written letter on the exhibiting company’s letterhead, or an email from the exhibiting company’s Exhibit Booth Contact.

No person under 16 years of age will be permitted on the floor during move-in, expo hall hours or dismantle. Strollers are never permitted on the show floor.

All exhibit staff must register as an “Exhibitor”. Exhibitor Booth Staff badges will be allocated on the basis of square footage of the booth space or booth type: Two (2) Expo Hall only badges for start-up kiosks and Six (6) Expo Hall only badges per 100 square feet (10’ x 10’ space) of exhibit space are provided.

Additional Exhibitor Booth Staff badges may be purchased for $50.00 through the Expo Portal or onsite. There is a $50.00 fee for replacement badges for lost or forgotten badges. Additional purchased badges are not refundable.

Exhibitors Assigned Contractors (EACs)

Exhibitors wishing to utilize an independent service contractor must complete and submit the required forms no later than September 15, 2027 with the name of the contractor, address and supervisor in attendance. Independent contractors must submit a certificate of insurance to the General Service Contractor prior to September 15, 2027. Neglecting to do so will result in the contractor being prohibited from setting up. While onsite, EACs will be required to check-in with show management and receive a wristband to gain access to the Expo Hall during installation and dismantling.

Exhibiting companies are responsible for ensuring their independent contractors providing services at the AMP 2027 Annual Meeting abide by the Rules & Regulations and any additional rules imposed by the convention center.

Security

AMP will provide 24-hour roaming guard service in and around the Expo Hall from installation through dismantling and will exercise reasonable care for the protection of Exhibitors’ materials and displays. The furnishing of such service is in no case to be understood or interpreted by Exhibitors as a guarantee to them against loss, theft, and/or damage of any kind. AMP or any officer, its agents, staff members, the venue, or the official general service contractor, will not be liable for the safety of the Exhibitors’ property, agents, or employees from theft and/or damage by fire, accident, or any other causes. Exhibitors wishing to insure their exhibit materials, goods, and/or wares of exhibits against theft, damage by fire, accident, or loss of any kind must do so at their own expense.

CHARACTER OF EXHIBITS; PERMITTED AND PROHIBITED ACTIVITIES

AMP is proud to drive attendee traffic to its Expo Hall. We expect Exhibitors to provide an interesting educational experience and professional environment. Certain activities require pre-approval by AMP Show Management, as outlined below. Certain activities are contrary to a professional meeting environment and are therefore prohibited. Determination of whether activities are appropriate is at the sole discretion of AMP Show Management, whose decision is final.

AMP Show Management is committed to quickly reviewing your design, providing feedback/expertise and answer your questions. Please contact us by email at *exhibits@amp.org* or by phone at 301-634-7883. Contacting us early in your show planning process will reduce stress on everyone!

AMP reserves the right to deny or revoke permission to build or occupy a booth space or conduct any activity if, in its sole discretion, any booth or activity is inappropriate.

Permitted Activities

Exhibiting companies wishing to conduct special activities within their booths should contact AMP Show Management for guidelines and approval.

Permitted activities include the following:

- Giveaways. Exhibitors are permitted to distribute promotional materials (giveaways) and other items at their assigned booth space location only. All items distributed must be useful to the professional activities of the meeting attendees, have a value of $10.00 or less per item and be made available to all meeting attendees as long as supplies last.
- Drawings. Exhibitors wishing to conduct drawings should contact AMP Show Management (*exhibits@amp.org*) for more information, guidelines, and approval. The following rules apply:
    - Entry for the drawing must be available to all meeting attendees.
    - The "drawing" must take place after the conclusion of the event.
- Activities. Exhibitors wishing to conduct other activities within their booth space should contact AMP Show Management (*exhibits@amp.org*) for more information, guidelines, and approval.
- Exhibiting companies may only hold hospitality or off-site events during non-exhibit and non-meeting program hours with AMP's approval, please contact *exhibits@amp.org* for more information, guidelines, and approval.
- Food & Beverage within the confines of your booth space. Contact AMP Show Management (*exhibits@amp.org*) for more information and approval. The following rules apply:
    - F&B request(s) must be approved by AMP.
    - F&B orders must adhere to the rules and regulations outlined by the venue.
    - Exhibitor will be responsible for coordinating and completing payment with the venue (exclusive provider) directly.
    - If serving alcohol, an adequate number of bartender(s) and security must be hired for the duration of the event where alcohol is being served. The expenses will be the responsibility of the exhibitor.
    - Distribution of F&B must not create a fire hazard or gathering of people outside of your booth space. Contact AMP Show Management for crowd control rules.
    - F&B cannot be directly promoted to meeting attendees other than signage onsite within your booth space.
    - F&B must not disrupt other Exhibitors or activities outside of your booth space.
    - AMP reserves the right to discontinue F&B service at any time.
- Music, Audio, and Video within certain restrictions. Failure to comply with these rules may result in the loss of ability to conduct these activities or expulsion of the Exhibitor from the show. The following rules apply:
    - All must be of a professional nature.
    - The noise level must not disturb other Exhibitors or activities outside of your booth space. Speakers and other sound devices must be positioned to direct sound into the booth rather than into the aisle. Sound and noise should not exceed 65 decibels (normal conversation level). The noise level and content of exhibits will be monitored by AMP Show Management.
    - Content must be for general audiences, *i.e.,* free of profanity, lewd, suggestive, offensive,

obscene, or adult content.
    - Exhibitor should be aware that music, audio, and video played in their booths, whether live or recorded, may be subject to laws governing the use of copyrighted compositions. ASCAP, BMI and SESAC are three authorized licensing organizations that collect copyright fees on behalf of composers and publishers of music. Exhibitor must present proof to AMP Show Management that it has procured appropriate licenses.
- Photography, Video recording, and Audio recording, within certain restrictions. Failure to comply with these rules may result in the loss of ability to conduct these activities or expulsion of the Exhibitor from the show. The following rules apply:
    - Only the official photographer and audiovisual vendor for the AMP 2027 Annual Meeting & Expo may take photographs, videotapes, or audio tapes of and in the Expo Hall.
    - Exhibitors may photograph or videotape from the confines of their own booth during non-exhibit hours.
- Taking orders for goods or services only. Selling is prohibited.

Prohibited Activities

Engaging in prohibited activities or failure to immediately comply with the direction of AMP Show Management may result in immediate shut-down of the Exhibitor's booth and/or Corporate Workshop and dismissal of all employees of the exhibiting company from the meeting venues, without refund. Determination of whether an activity is prohibited is at the sole discretion of AMP Show Management, whose decision is final.

Prohibited activities include the following:

- Constructing a booth configuration or installing any booth feature that requires prior AMP Show Management and/or Fire Marshal approval without obtaining it.
- Conducting displays, signage, demonstrations, commercial activities or events, distributing materials, or soliciting attendees outside of the confines of a contracted exhibit booth space or authorized Corporate Workshop, whether by an exhibitor, attendee or non-exhibiting company. Solicitation, signage, or advertising, or unauthorized commercial activities of any kind is NOT permitted in the aisles, at other exhibitors' booths, in the lunch areas, lobbies, or hallways where sessions are being held, at the hotels, or in any other area of the meeting or exhibit facility without prior written authorization from AMP. This prohibition includes distribution of literature or other promotional items at hotel guestrooms, or in any other public or private area of the hotels or convention center.
- Placing in the exhibit area any material or equipment whose presence, appearance or operation produces noise, visuals, vibration, odor or other irritant that is objectionable to AMP Show Management, the Convention Center, or other Exhibitors or visitors.
- Disparaging or defaming another Exhibitor or their products or services.
- Violating AMP's Code of Conduct. The Association for Molecular Pathology (AMP) is committed to providing a friendly, comfortable, and welcoming environment for all, regardless of gender, sexual orientation, disability, race, ethnicity, religion, national origin, age, gender identity, or any other demographic group. We expect all attendees, media, speakers, AMP staff and volunteers, venue staff, contractors, guests, and Exhibitors to take an active role in providing a safe and positive experience for everyone. Please read the full code of conduct policy at *https://amp27.amp.org.*
- Conducting activities that draw attendees away from the Expo Hall. Individuals or companies, whether or not they are Exhibitors, may not set up exhibits or events at offsite locations, such as hotel hospitality suites or nearby restaurants, and encourage attendees to visit them instead of the AMP Expo or other AMP activities.
- Photographing or recording any exhibit or presentation other than the Exhibitor's own.
- Photographing or recording slides of oral presentations or posters when the presenter/author requests no photography.
- Selling goods or services of any kind unless written approval is obtained from AMP Show Management. For more information, please contact *exhibits@amp.org*. Order taking is permitted.
- Any conduct, activity, or attire that, in the sole discretion of AMP Show Management is contrary to a professional meeting environment. This includes video, audio, printed matter, giveaways, etc. onsite.

MISCELLANEOUS

Ancillary, Hospitality, and Satellite Events

Exhibiting companies may only hold hospitality or off-site events during non-exhibit and non-meeting program hours with AMP's approval. No Exhibitor events may take place while the Expo Hall is open and while meeting programming is held. Entertainment, educational sessions, meetings and other non-approved activities with groups of attendees at the AMP 2027 Annual Meeting & Expo will not be permitted. Contracted hotels will not reserve meeting rooms or function space for anyone during the meeting dates without prior approval from AMP Show Management.

Check the AMP website for additional information on the application and approval process. All Exhibiting Companies hosting ancillary & satellite events must adhere to the policies outlined on the ancillary application, which will be available in Summer 2027.

Data Privacy

AMP Exhibitors will act as a data controller in relation to the data attendees or AMP supply to them. Exhibitors must have GDPR-compliant policies in place and must adhere to those policies when using personal data of AMP attendees. If you have any questions or concerns, please contact *exhibits@amp.org*.

The AMP Privacy Policy can be found here: https://www.amp.org/privacy-policy/.

Health & Safety Precautions

Partnering with our attendees, exhibitors, and venue employees to mutually protect one another from communicable diseases is a high priority. AMP will determine procedures and practices designed to accomplish this, as well as facilitate booth space interactions within the Expo Hall. AMP 2027 will meet or exceed all current recommendations and safety procedures from the CDC, the State of Maryland, and the City of Baltimore, as well as industry standards. AMP reserves the right to update and/or modify any requirements (*e.g.,* mask-wearing) for attendees, exhibitors, and vendors. All exhibitors and their staff are required to comply.

Use of AMP Logo

The AMP logo may not be used by entities or organizations other than AMP. AMP Show Management will provide an approved logo to all exhibitors to use in advertising their presence at the show. Exhibitors may link this logo from their site or materials to the AMP 2027 Annual Meeting & Expo webpage.

Amendment of Rules/Other

AMP reserves the right to make changes, amendments and additions to the Rules & Regulations, meeting & expo format at any time, and all changes, amendments and additions so made shall be binding on the exhibitor with the provision that the Exhibit Booth Contact will be advised of any such changes.

All matters and questions not specifically covered by these Rules & Regulations and the Exhibitor Contract are subject to the decision of the AMP Show Management, whose decisions will be final.