

21ST ANNUAL
ACTHIV

AMERICAN CONFERENCE
FOR THE TREATMENT OF HIV

2027

A State-of-the-Science
Conference for Frontline
Health Care Professionals
in Scientific Collaboration
with Multiple Federal and
Independent Agencies



**DENVER,
COLORÁDO**

APRIL 29 - MAY 1, 2027
HYATT REGENCY DENVER

ACTHIV.org



**SUPPORTER
PROSPECTUS
& ADVERTISING
OPPORTUNITIES**

EXHIBIT OPPORTUNITIES

The American Conference for the Treatment of HIV® (ACTHIV®) invites you to exhibit at the 2027 Conference. Designed specifically for the frontline HIV care team, ACTHIV® brings together physicians, NPs, PAs, nurses, pharmacists, medical case managers, and other healthcare professionals involved in HIV prevention and care.

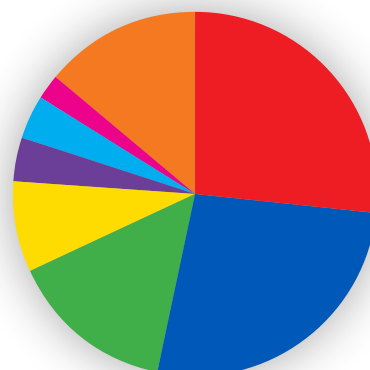
Through practical, evidence-based education, real-world patient cases, and interprofessional learning, ACTHIV® helps attendees build HIV expertise, strengthen clinical confidence, and translate evolving evidence into better HIV prevention and care. Educational sessions are eligible for continuing education credit.

ACCESS • NETWORKING • VISIBILITY • POSITIONING

- Gain access to approximately 525+ frontline clinicians who provide HIV care and support to diverse populations
- Support the conference and earn your organization a high level of visibility, not only to attendees, but also through potential regional and national press coverage
- Great networking opportunities will be possible throughout the conference and during the receptions, luncheons, and poster sessions.
- Conference support will position your organization as a leader in HIV care

Expected attendee profiles:

Physician	27%
Advanced Practice Nurse / NP	27%
Pharmacist	15%
Physician Assistant	8%
Nurse	4%
Scientist / Researcher	4%
Social Worker / Case Manager	2%
Other	14%



The following pages outline the ACTHIV® 2027 Conference sponsor opportunities available to you. Make the most of your participation! Reserve a booth early and please note that all opportunities are available on a first-come, first-served basis.

"The conference does an excellent job of summarizing current information in a concise, clinically relevant way. It is valuable to attend every year or two to receive the latest updates and learn how other clinicians are approaching similar challenges in their practices."



"I'm definitely coming back next year. The conference offered a lot of practical knowledge I can use in my day-to-day practice, along with information I don't get anywhere else. The networking and conversations with other clinicians were also incredibly helpful."



EXHIBITOR INFORMATION AND PRICING

THANK YOU for your interest in exhibiting at the upcoming ACTHIV® 2027 Conference, scheduled April 29 - May 1 at the Hyatt Regency Denver in Denver, CO. Companies and organizations may purchase a 20'x20', 10'x20' or 10'x10' exhibit booth while space is still available. Requests for multiple booths will be accepted space permitting. Many of our meals and hospitality functions will be held in the Exhibit Hall throughout the conference to maximize booth traffic. The 2027 conference schedule allows for a minimum of 6.5 hours of exhibit hall/attendee exposure.

2027 EXHIBIT HALL HEAVY TRAFFIC TIMES

Wednesday, April 28

2:00 pm - 7:00 pm Exhibitor Setup

Thursday, April 29

8:00 am - 11:30 am Exhibitor Setup

12:00 pm - 1:00 pm Lunch

2:30 pm - 3:00 pm Coffee Break

5:30pm - 8:00 pm Welcome Networking
Reception

Friday, April 30

10:15 am - 10:45 am Coffee Break

12:30 pm - 2:00 pm Lunch

3:00 pm - 3:30 pm Coffee Break

3:30 pm - 7:00 pm Exhibitor Dismantle

Total Number of Exhibit Hours: 6.5

2027 EXHIBIT HALL PRICING

20' x 20':

Premium Commercial \$8,500

Government Organization \$5,500

Non-Profit Organization \$3,500

20' x 10':

Premium Commercial \$6,500

Government Organization \$3,500

Non-Profit Organization \$2,500

10' x 10':

Premium Commercial \$5,500

Government Organization \$2,500

Non-Profit Organization \$1,500

EXHIBIT BOOTH INCLUSIONS

- One (1) 6' Table
- Two (2) Chairs
- One (1) ID Sign
- 3 Complementary Conference Registrations for Booth Staff
- One (1) Waste Basket
- Fully Carpeted Exhibit Hall (Additional carpet options are available for an additional fee)
- E-mail blast announcing a list of exhibitors and locations sent to pre-registered attendees
- A Listing in the Supporter Supplement
- A Listing on the Conference Website
- Conference Bag Insert

"Incredible and thought-provoking conference. I felt re-energized in my passion for HIV and patient care."

"This is an outstanding conference. All speakers are leaders in this area and encourage me to continue to improve on our practices."



SATELLITE SYMPOSIUM OPPORTUNITIES

Don't miss this exciting opportunity to host a Satellite Symposium at the upcoming ACTHIV® conference, April 29 - May 1, 2027. This up to one-hour event is offered free of cost to all attendees of the ACTHIV® 2027 Conference and is separate from the education provided by the conference.

ACCESS

Connect with 600+ in-person and virtual attendees who are on the front lines of HIV prevention and care, serving diverse patient populations across a range of clinical settings.

POSITIONING

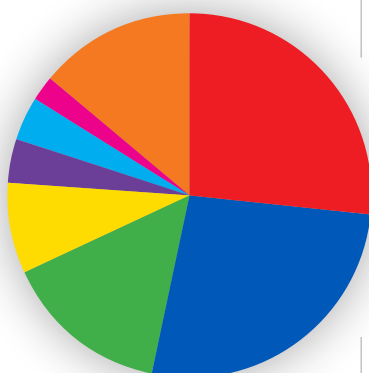
Hosting a symposium will position your organization as a leader in HIV care.

VISIBILITY

Support the conference and earn your organization a high level of visibility networking with attendees and potential exposure to national press coverage.

HIGH PROFILE ATTENDANCE

Physician	27%
Advanced Practice Nurse / NP	27%
Pharmacist	15%
Physician Assistant	8%
Nurse	4%
Scientist / Researcher ...	4%
Social Worker / Case Manager	2%
Other	14%



FACILITIES

- Meeting space to accommodate up to 200 attendees
- Three (3) complementary full conference registrations

PRODUCTION

- Audio visual package to Include: 5K LCD projector, projection cart, screen (7.5 X 10) front projection, screen dress kit, 1 - DVD player front projection, screen dress kit, 1 - DVD player with CD, wireless slide advance for PC, presentation laptop computer, podium and microphone, wireless lavalier microphone, power speakers, audio package, 20 feet of black drape, technical operator for duration of session

**Additional audio visual requested will be quoted based on requirements.

ADVERTISING / RECOGNITION

- Link to organization provided splash information page via the on-line program
- Signage at registration and at entrance to meeting space designed and printed by meeting management
- Symposium reminders included in ACTHIV® e-blast marketing material
- One full page ad in the Supporter Supplement to be distributed to all attendees
- Acknowledgement and link on the conference website
- Special recognition ribbons for company name badges
- Conference attendee list upon completion of the conference for those who opt in

Package includes a professional meeting management staff to coordinate and manage logistics of the Symposium.



SYMPOSIUM SCHEDULE AND PRICING

SYMPOSIUM SCHEDULE

Thursday, April 29	7:15 am - 8:15 am	Breakfast
Thursday, April 29	12:00 pm - 1:00 pm	Lunch
Friday, April 30	7:15 am - 8:15 am	Breakfast
Friday, April 30	12:30 pm - 1:30 pm	Lunch
Friday, April 30	5:30 pm - 7:00 pm	Reception
Saturday, May 1	7:15 am - 8:15 am	Breakfast

All invitations, promotional materials, and program content must be approved by ACTHIV® prior to distribution.

All Satellite Symposia should include the following statement on the front page of promotional and handout materials: *"This event is not part of the official ACTHIV® conference, as planned by ACTHIV® Program Committee."*

SYMPOSIUM PRICING

Platinum Sponsorship - \$85,000 (2 available)

- (1) Unopposed Lunch Symposium to be assigned by conference organizer
 - Meeting space to accommodate up to 200 attendees
 - Lunch buffet included
 - Audio visual package to Include: 5K LCD projector, projection cart, screen (7.5 X 10) front projection, screen dress kit, 1 - DVD player front projection, screen dress kit, 1 - DVD player with CD, wireless remote for PC, presentation laptop computer, podium and microphone, wireless lavalier microphone, power speakers, audio package, 20 feet of black drape, technical operator for duration of session
 - Symposium signage at registration and at entrance to meeting space
- 20x20 Exhibit Booth (or the equivalent size) to be assigned by conference organizer
- Full page ad in the Supporter Supplement to be distributed to all attendees
- Sponsorship acknowledgement on the conference website, conference app and exhibit hall entrance
- Listed as a coffee break sponsor for one coffee break to be assigned by conference organizer
- Platinum Sponsorship ribbons for company name badges
- Conference attendee list upon completion of those that opted in
- (12) Conference Passes
- (4) Bag Inserts
- Live stream to ACTHIV's virtual attendees

- continued -



SYMPOSIUM PRICING

- continued -

Gold Sponsorship - \$75,000 (3 available)

- (1) Unopposed Breakfast Symposium to be assigned by conference organizer
 - Meeting space to accommodate up to 200 attendees
 - Breakfast or dinner buffet included
 - Audio visual package to Include: 5K LCD projector, projection cart, screen (7.5 X 10) front projection, screen dress kit, 1 - DVD player front projection, screen dress kit, 1 - DVD player with CD, wireless remote for PC, presentation laptop computer, podium and microphone, wireless lavalier microphone, power speakers, audio package, 20 feet of black drape, technical operator for duration of session
 - Symposium signage at registration and at entrance to meeting space
- 20x20 Exhibit Booth (or the equivalent size) to be assigned by conference organizer
- Full page ad in the Supporter Supplement to be distributed to all attendees
- Sponsorship acknowledgement on the conference website, conference app and exhibit hall entrance
- Gold Sponsorship ribbons for company name badges
- Conference attendee list upon completion of those that opted in
- (9) Conference Passes
- (3) Bag Inserts
- Live stream to ACTHIV's virtual attendees

Symposium - \$60,000 (Availability based on sponsorship sales prior to January 1, 2027)

- Unopposed Symposium
 - Meeting space to accommodate up to 200 attendees
 - Breakfast or lunch buffet included
 - Audio visual package to Include: 5K LCD projector, projection cart, screen (7.5 X 10) front projection, screen dress kit, 1 - DVD player front projection, screen dress kit, 1 - DVD player with CD, wireless remote for PC, presentation laptop computer, podium and microphone, wireless lavalier microphone, power speakers, audio package, 20 feet of black drape, technical operator for duration of session
 - Symposium signage at registration and at entrance to meeting space
- Conference attendee list upon completion of those that opted in
- (3) Conference Passes
- (3) Bag Inserts
- Live stream to ACTHIV's virtual attendees

** All symposium sales are limited to one per organization prior to January 1, 2027.

IF YOU ARE INTERESTED IN HOSTING A SYMPOSIUM PLEASE CONTACT:

Debbie Cooke

American Conference for the Treatment of HIV (ACTHIV®)

c/o Meeting Masters, Inc.

Phone: 540-295-5930

E-mail: Debbie.Cooke@meetingmasters.biz

Website: www.ACTHIV.org



ADVERTISING OPPORTUNITIES AND PRICING

PRINT ADVERTISING OPPORTUNITIES

Advertising for NON-COMMERCIAL (ONLY) organizations in the ACTHIV® Conference Program will be distributed to all conference attendees, speakers and exhibitors. The Conference Program will contain information about the conference, oral and poster presentations, social events, symposia, CME/CE credit and other information. It serves as the resource for all information about the conference and is used as a tool throughout the year by our attendees.

Advertising for COMMERCIAL & NON-COMMERCIAL organizations in the ACTHIV® Supporter Supplement will be distributed to all conference attendees, speakers and exhibitors.

To advertise your product or service, return your completed advertising application to ACTHIV® by March 22, 2027.

All ads should be sent in a PDF or JPEG format to Kristyn.Short@meetingmasters.biz. All ad copy and logos must be turned in to ACTHIV® by Thursday, March 25, 2027 for inclusion in the conference program or the Supporter Supplement.

Bag inserts must be received by Tuesday, April 20, 2027. If inserts are received late, they will not be placed in the attendee bags, but will be available for pick-up at the registration area. No refunds will be given.

Conference Program Ad Type (Non-Commercial Only)	Dimensions	Exhibitor Cost	Non-Exhibitor Cost
Full Page	8.5" x 11"	\$2,150	\$2,350
1/2 Page	8.5" x 5.5"	\$1,450	\$1,650
1/4 Page	4.25" x 5.5"	\$1,150	\$1,250
Inside Back Cover	8.5" x 11"	\$2,450	\$2,650
Inside Front Cover	8.5" x 11"	\$2,650	\$2,850
Supporter Supplement Ad Type			
Full Page	5.5" x 8.5"	\$1,050	\$1,250
Inside Back Cover	5.5" x 8.5"	\$2,050	\$2,250
Inside Front Cover	5.5" x 8.5"	\$2,250	\$2,450
Commercial & Non-Commercial			
Bag Insert*		\$1,500	\$1,800



"This is the only conference I attend where I say you can't miss a second of it. Every speaker is outstanding, and they're sharing the latest research and the most up-to-date guidance."



ADDITIONAL SUPPORTER OPPORTUNITIES

- E-blast to ACTHIV's® 5000-person email list - \$2,500
- Mailing to list of conference attendees who opt in (sponsor is responsible for the cost of printing and shipping) - \$2,500
- Sponsor a 1-hour webinar during the 2027 calendar year, advertised to the ACTHIV® 5000 person mailing list (not limited to conference attendees) - \$7,000
- Additional conference passes - \$300
- Conference Attendee Room Drop - \$15/room/item
- Unopposed Conference Attendee Room Drop - \$20/room/item
- Customized Lanyards (Non-corporate logos only) - \$5,000
- Customized Key Cards - \$5,000
- Conference Bags to include sponsor logo - \$7,500
- Sponsor the Poster Session - \$7,500
- Branded bottles of water in sleeping rooms (based on 2 bottles per room) - \$5,000
- Branded charging station - \$5,000



"Wonderful conference which I look forward to attending in the future and would recommend to colleagues. Material was well suited for the audience and pragmatic."

"I appreciated the focus on how to be more patient centered in all respects."



SUPPORTER APPLICATION

PLEASE COMPLETE ALL FOUR SECTIONS AND RETURN THIS FORM WITH PAYMENT BY:

Symposium: Monday, February 1, 2027 • **Exhibits:** Monday, March 22, 2027

Advertising: Monday, March 22, 2027

SECTION 1: YOUR INFORMATION

Company Name		Contact Person	
Email		Phone	
Street Address	City	State	Zip

SECTION 2: SUPPORTER OPPORTUNITIES

Exhibit Booth Options

20' x 20' Booth

- ☐ \$8,500 Premium Commercial
- ☐ \$5,500 Government Organization
- ☐ \$3,500 Non-Profit Organization

20' x 10' Booth

- ☐ \$6,500 Premium Commercial
- ☐ \$3,500 Government Organization
- ☐ \$2,500 Non-Profit Organization

10' x 10' Booth

- ☐ \$5,500 Premium Commercial
- ☐ \$2,500 Government Organization
- ☐ \$1,500 Non-Profit Organization

Satellite Symposium Options

\$85,000 Platinum

Unopposed Lunch program
(includes lunch buffet)

\$75,000 Gold

Unopposed Breakfast program
(includes breakfast buffet)

\$60,000 Symposium

Unopposed program (includes
breakfast or lunch buffet)

Print Advertising Options

Conference Program Ad Type (Non-Commercial Only)	Dimensions	Exhibitor Cost	Non-Exhibitor Cost	Quantity	Amount Due
Full Page	8.5" x 11"	\$2,150	\$2,350		
1/2 Page	8.5" x 5.5"	\$1,450	\$1,650		
1/4 Page	4.25" x 5.5"	\$1,150	\$1,250		
Inside Back Cover	8.5" x 11"	\$2,450	\$2,650		
Inside Front Cover	8.5" x 11"	\$2,650	\$2,850		
Supporter Supplement Ad Type					
Full Page	5.5" x 8.5"	\$1,050	\$1,250		
Inside Back Cover	5.5" x 8.5"	\$2,050	\$2,250		
Inside Front Cover	5.5" x 8.5"	\$2,250	\$2,450		
Commercial & Non-Commercial					
Bag Insert		\$1,500	\$1,800		

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SUPPORTER APPLICATION

continued

Additional Supporter Options

(Write in desired option and cost listed on page 6)

Supporter Option: _____ Cost: _____

SECTION 3: SIGNATURE

Please read the attached Terms & Conditions and sign below.

I am an authorized representative of the company named above with the full power and authority to sign and deliver this application. I further acknowledge that ACTHIV® reserves the right, in its absolute discretion, to reject this application. This application shall not become a binding contract until fully executed by both parties (the advertiser and the conference).

Print Name _____ Title _____

Signature _____ Date _____

Send this completed form to:

ACTHIV®, Attn: Kristyn Short, Exhibits Manager
Scan / Email: Kristyn.Short@meetingmasters.biz

SECTION 4: PAYMENT INFORMATION

All supporter purchases will be invoiced. You will receive an emailed invoice as confirmation of your order with payment information. If you have any questions, please contact Kristyn Short at Kristyn.Short@meetingmasters.biz.



TERMS AND CONDITIONS

ADHERENCE TO REGULATIONS

It is the responsibility of each exhibitor to be aware of and abide by all applicable ACCME Standards for Integrity and Independence in Accredited Continuing Education, FDA, Pharmaceutical Research and Manufacturers American (PhRMA) Code, Advanced Medical Technology Association (AdvaMed) Code guidance on interaction with healthcare professionals.

GENERAL EXHIBITOR INFORMATION

In accordance with the following terms, conditions and regulations, the undersigned hereby makes application for exhibit space(s) which, when accepted by ACTHIV®, becomes a contract. The undersigned agrees to abide by all rules, requirements, restrictions and regulations as set forth in this agreement or as may especially be designated by ACTHIV® or the Hyatt Regency Denver. Failure to abide by such rules and regulations results in forfeiture of all monies paid or due to ACTHIV® under terms of this agreement. The exhibitor/sponsor agrees that all provisions are part of a formal contract for support. All of the above opportunities are exclusively reserved for ACTHIV® exhibitors.

The exhibit booth rate includes 3 Complementary Conference Booth Staff Registrations that include attendance to all educational sessions as well as all ACTHIV® meals and events. The Exhibits Manager will contact you with instructions on how to register your 3 complementary booth staff. Representatives of ACCME-defined Ineligible Companies (ie those whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients) may attend CE activities at the discretion of ACTHIV® Institute/American Academy of CME, Inc. for the direct purpose of the representatives' own education; however, they may not engage in sales or marketing activities while in the space or place of the educational activity. Information on the identity of learners at CME activities is considered to be the confidential property of ACTHIV®. Information on learners will only be released to third parties when learners have prospectively opted-in to the release of information. Product-promotion material or product-specific advertisement of any type is prohibited in or during CE activities. Advertisements and promotional materials cannot be displayed or distributed in the educational space immediately before, during, or after a CE activity. Learners shall not be forced to interact with exhibitors and/or promotional activities. Representatives of Ineligible Companies are not allowed to engage in sales or promotional activities while in the space or place of the CE activity.

Exhibitors will receive a listing in the Exhibitor Supplement and conference app. All exhibitors must email a description of their company organization (1 - 2 short paragraphs) to Kristyn.Short@meetingmasters.biz. Companies may also email their logo in both EPS and JPG format for inclusion.

GENERAL

The term "ACTHIV®" shall mean the American Conference for the Treatment of HIV®, and includes "ACTHIV® Institute, A Division of American Academy of CME, Inc. officers, committees, agents or employees acting for it in the management of the Exhibition. The term "Exhibition" shall mean ACTHIV® and the Exhibition to be held in Denver, CO from April 29-May 1, 2027. The term "Exhibitor" shall mean any person, organization or other entity that is approved to maintain an Exhibit at the Exhibition. ACTHIV® shall have full power in the interpretation and enforcement of all TERMS AND CONDITIONS governing the Exhibition. All matters and questions not covered by these TERMS AND CONDITIONS shall be subject to the final judgment and discretion of ACTHIV®. ACTHIV® will establish the schedule for setting up, opening, closing and dismantling of the Exhibits. These TERMS AND CONDITIONS may be amended at any time by ACTHIV® upon written notice to such Exhibitors as may be affected by them.

INSURANCE

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. Each exhibiting company is responsible for obtaining insurance (liability and fire/theft) in such amounts as deemed appropriate to comply with its obligations hereunder and for its own protection.

LIABILITY

The exhibitor agrees to protect, save and keep ACTHIV®, American Academy of CME, Inc., Hyatt Regency Denver, and the General Contractor, forever harmless for any damage or charges imposed for violation of any law or ordinance by the exhibitor, his/her employees or agents. Exhibitor also agrees to strictly comply with the applicable terms and conditions contained in this agreement between, against and from any and all loss, cost, damage, liability, or expense which arises out of, from, or by any reason of any act or omission of exhibitor, their employees or agents.

AMERICANS WITH DISABILITIES ACT

Each exhibitor shall be responsible for compliance with the Americans with Disabilities Act within their assigned exhibit space.

SELLING OF PRODUCTS AND SERVICES

The purpose of the exhibits is to further the education of meeting attendees through product and service displays and demonstrations. Sales order taking are permitted provided all transactions are conducted in a manner consistent with the professional nature of the meeting. No signage or advertising of product pricing will be allowed. Products for sale must be the exhibitor's own, unaltered, marketed products and the products or services must be pertinent to the attendee's professional interest. ACTHIV® reserves the right to restrict sales activities that it deems inappropriate or unprofessional. Exhibitors are responsible for complying with all business license, sales and tax requirements.

REFUND FOR CANCELLATION

All cancellations by Exhibitors must be in writing and must be submitted to ACTHIV® Management office by Friday, March 26, 2027. A \$500.00 cancellation fee for each booth space is non-refundable regardless of date of notice of cancellation. Persons whose written cancellations are received by the ACTHIV® Exhibit Management office after Friday, March 26, 2027 shall forfeit all payments made and be obligated in full for the total Exhibit rental fee. If the Exhibition is cancelled for any reason beyond the control of ACTHIV®, ACTHIV® will refund each Exhibitor's rental payment on a prorated basis after all related Exhibition expenses incurred to that date have been met, thereby canceling the rental charge and lease of space. The Exhibitor agrees that this prorated refund shall release the exhibitor from its obligations under its contract with ACTHIV® and shall release the ACTHIV® from any liability to the Exhibitor.

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TERMS AND CONDITIONS

continued

EXHIBIT SPACE DISPLAY

No Exhibit will be permitted to interfere with the light, space, comfort or view of another Exhibit. Displays shall comply with the following:

- (a) Back wall shall not be higher than 8 feet overall.
- (b) Sidewalls shall not be higher than 36 inches except on island spaces.
- (c) All back wall illumination must either be indirect or muted by translucent panels.
- (d) Aisles must be kept clear from flooring to ceiling.

Floodlights, if used, must be directed to shine entirely within the booth area so that no interference with neighboring booths results. All draperies, carpets, decorations, etc., used in the display must be of a nonflammable nature. Animated signs or flashing lights (other than animation of product or actual product operation) are prohibited on or in the area of the Exhibit floor. Signs, handbills or other devices are strictly limited to the booth space assigned. Loudspeakers will not be permitted. Musical instruments, radios, projection machines, record players, VCRs, DVD players, televisions, computers or other electronic devices or any noise creating device or amplifying systems shall be operated only at a level which will not interfere with other Exhibitors or add unduly to general acoustic inconvenience, and their operation must conform to the Exhibit Manager's requirements. All audiovisual and sound devices must be relevant to the Exhibitor's products. Each Exhibitor must keep an attendant in the display booth during the open hours of the Exhibit. Attendants must be bona fide employees or representatives of the Exhibitor. The restriction on the number of attendants per 10x10 booth space is 3; and attendants must wear Exhibit badges and be fully registered as Exhibitors. The Exhibitor must pay all costs incurred in the operation of its booth. This provision specifically covers expenditures incurred for lights, power, internet, water and other utilities or services in connection with its own booth. Measurements shown on the floor plan of the Exhibitor's Prospectus are not warranted but are as accurate as possible. The Exhibit Manager reserves the right to modify these plans, as necessary, to meet the needs of Exhibitors and the Exhibition.

BOOTH CONSTRUCTION AND ARRANGEMENT

Exposed parts of the display must be finished so as not to be objectionable to other Exhibitors and/or ACTHIV® or such parts will be ordered draped by ACTHIV® and billed to the Exhibitor. Equipment or products exceeding the height limitation may be permitted for island Exhibitors provided written approval is granted by ACTHIV®. Overhead canopies or simulated ceilings cannot extend out over the front two feet of the booth space. Sidewalls of booths are limited to the same height as the back wall, but to within 4 feet of the front line and from that point to the aisle— 42 inches. No display equipment over 42 inches in height may be placed in the front 2 feet of Exhibit space. In all single booth corner locations, the back wall is considered the same as the back wall of all other booths in the same continuous row except for those Exhibitors that have reserved the two end corner booths adjoining each other. Electrical, pneumatic and hydraulic equipment must meet requirements of all electrical, safety and other applicable codes.

EXHIBIT DISMANTLING

Exhibits will close promptly at 3:30 p.m. on Friday, April 30, 2027 and must be dismantled/packed or removed no later than 7:00 p.m. Shipping labels and shipping bills of lading must be prepared and provided for the return of all crates, cartons, etc. Company employees must be present for the dismantling and packing of the displays until the booth area is empty.

EARLY TEARDOWN POLICY

Early teardown or dismantling of booths by exhibitors is strictly prohibited. Early teardown or dismantling disrupts the integrity of the show and endangers attendees still in the exhibit hall. By signing the booth space agreement, exhibitors agree to remain on the exhibit hall floor with their booths fully in place until the official close of the trade show, as stated above. Any exhibitors dismantling their booths prior to the scheduled time will be penalized a \$300 fine. This fine must be paid before the exhibitor may apply to exhibit at future conferences. Show Management will monitor and enforce this policy. Please plan your travel accordingly.

CONTRACTOR SERVICE AND INFORMATION

ACTHIV® has an official contractor to provide service to Exhibitors. The contractor will provide labor, equipment and supervision. Complete information, instructions and schedule of prices regarding shipping and drayage, labor for erecting and dismantling, electrical, furniture and carpet rental, cleaning, etc., will be included in the Exhibitor's Service Kit. Show management will provide vacuum sweeping of aisles once each night during open days. Aisles will be maintained during show hours. Any individual booth cleaning shall be contracted at the Exhibit Service Coordinator Service desk.

CIRCULATION AND SOLICITATION

Distribution of circulars or promotional material may be made only within the booth assigned to the Exhibitor presenting such material. No organization will be permitted to solicit business within the Exhibit area unless it has assigned space at the Exhibition.

EXHIBIT INSPECTION

All Exhibits will be subject to inspection by the Exhibit Manager one hour before the opening of the Exhibits. Exhibitors found to be in violation of the rules will be requested to comply, or dismantle their Exhibits.

REPAIR OF DAMAGES

The cost of repairing any damage caused by the Exhibitor, its employees, representatives or agents to the property of others and the Hyatt Regency Denver, shall be the responsibility of the Exhibitor. Nothing will be posted on, tacked, nailed, screwed, or otherwise attached to the columns, walls, floors, ceiling, furniture or property of others or of the Exhibit area.

SECURITY

General overall 24-hour access control will be provided by ACTHIV® for the Exhibition period including move-in and move out. However, ACTHIV® is not responsible for the loss of any material by or for any cause, and urges the Exhibitor to exercise normal precautions to discourage pilferage. Exhibitors will be provided specified time periods, prior to each day's show opening and subsequent to each day's show closing, to prepare, adjust, alter, etc. their Exhibit area. Only registered Exhibition Attendees and Exhibitors and registered guests will be authorized to enter during Exhibit periods.

