



May 8, 2018

Dear Vendors,

The Three Rivers Chapter of the Association for Professionals in Infection Control and Epidemiology, Inc. (TRAPIC) has scheduled their Annual Conference for Friday, October 26, 2018, at the Keystone Mountain Lakes Regional Council of Carpenters Training Center at 652 Ridge Road, Pittsburgh, PA 15205. This is off of the Parkway West heading towards the airport, just before the Settlers Ridge area (the same location as in 2017).

The Planning Committee in cooperation with the Carpenters Training Center has arranged an area for Exhibitor displays. We would like to invite you to participate and we encourage you to provide educational materials at your tables. The fee for the Exhibitor display is \$350.00 per table.

To reserve your table, we must have your application and fee received by October 10, 2018. Your table will be reserved once completed application forms and fees are received. Please designate your display's specific needs including table size, and a need for electrical outlets.

TRAPIC will continue to post conference information for the agenda/brochure, participating vendors, directions, etc. on our website which can be found at <http://threeriversapic.org/>. Conference details will be added in the coming weeks.

If you are interested in sponsoring the meals/breaks or a presenter's honorarium, please contact me directly as soon as possible at 412-330-2623 or email me at juliet.ferrelli@ahn.org. If you choose to sponsor, you may do so by either contributing the entire amount of the meal/snack or a portion of the total. If a donation is made the \$350 table fee is waived.

Participation as a sponsor or exhibitor will be noted in the conference materials. Thank you for considering our request.

We look forward to seeing you at this year's conference!

Sincerely,

Juliet Ferrelli MS, MT(ASCP), CIC, FAPIC
Conference Chairperson
Three Rivers Chapter
Association for the Professionals in Infection Control and Epidemiology



EXHIBIT Application



ASSOCIATION FOR PROFESSIONALS IN
INFECTION CONTROL AND EPIDEMIOLOGY, INC.

Three Rivers Pittsburgh Chapter

Friday, October 26, 2018 - TRAPIC Fall Conference
Location: Keystone Mountain Lakes Regional Council of Carpenters
650 Ridge Road, Pittsburgh, PA 15205
TRAPIC Federal Tax ID Number: 042878148

Name: _____

Company: _____

Address: _____

Phone # of Contact Person: _____

E-mail Address: _____

Company Website: _____

Tables will be provided (choose size/requirements). Please indicate any special needs:

Size: 6 ft. long x 16 in. wide 8 ft. long x 16 in. wide
Electric: Yes No Other: _____

How many will be attending?

Names of attendees: _____

Payment Confirmation: By signing below you agree to pay \$350.00 per exhibit table at this conference. Please choose payment method below. If payment by check, include with this application. If payment by credit card, you will receive a PayPal Credit invoice / payment link via email once application is received. Booth attendees are admitted for free with paid vendor space.

Check (Payable to TRAPIC, enclosed)

Credit card through PayPal (Note you will receive an email with payment link)

Signature

Printed Name

Date

Please submit completed application (and check if applicable) to
TRAPIC (Tax ID #042878148) Conference Assistant:
(Application and Payment MUST be received by October 10, 2018)

Christy Kirsch
152 Scenic Ridge Drive
Venetia, PA 15367
(or by email to kirsch211@comcast.net)

Thank you for your support of the 2018 TRAPIC Fall Conference!

COMMERCIAL SUPPORT AGREEMENT
FOR CONTINUING EDUCATION ACTIVITY

TRAPIC (Three Rivers Chapter of the Association for Professionals in Infection Control and Epidemiology, Inc) and _____

(your company name)

agree that the **TRAPIC FALL CONFERENCE 2018** for **October 26, 2018** at the **KML Regional Council of Carpenters (Pittsburgh, PA)** is for scientific and educational purposes and not for the purpose of promoting any products or entities. As the sponsor of this educational activity, **TRAPIC** will retain all administrative responsibility thereof. This includes, but is not limited to responsibility for assurance of objectivity and balance, selection of faculty, topics, educational materials, term, conditions, and management of financial support. The educational activity will be free of commercial bias for or against products or entities.

This educational activity will be supported by _____

(your company name)

That will be independent and under the full control of **TRAPIC** *(Specify type of commercial support in space provided, i.e., unrestricted grant, direct reimbursement of expenses, presenter honorarium).*

TRAPIC retains and is responsible for exercising full control over the planning of the program's content, including selection of presenters and moderators and the awarding of scholarships if applicable.

TRAPIC request all presenters to disclose, in writing, any conflict of interest related to the commercial support of the activity prior to **TRAPIC** conducting the event. **TRAPIC** will make disclosures to the audiences of any affiliations, sponsorships, financial support or other potentially biasing factors between **TRAPIC**, individual faculty members, moderators and _____

(your company name)

TRAPIC will request faculty members to disclose that **TRAPIC** will assure that all educational materials are without bias. Any complaints related to the commercial support of the educational activity are directed to **TRAPIC** and **TRAPIC** is responsible for the management and follow-up of any problems.

_____ agrees not to have any promotional activities,
(your company name)

presentations, or exhibits in the room where the educational activity is conducted or in an area through which the participants must pass to enter the room.

TRAPIC and _____

(your company name)

agree that there will be no advertisements for company products in any material disseminated in the program room.

The undersigned agree to the terms and conditions listed herein and so affirm by affixing signatures below.

Christy Kirsch

(Conference Administrative Assistant)

Company Representative

Date

Date