



February 24, 2015

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 2, 2015, at the Hilton Garden Inn located at 1000 Corporate Drive, Canonsburg, Pennsylvania, 15317. This is in the Southpointe area of Route 79.

The Planning Committee in cooperation with the Hilton Garden Inn 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 September 18, 2015. Your table will be reserved once completed application forms and fees are received. Please designate your display's specific needs including 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 412-578-5737 or email me at ndugan@wpahs.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. For the first time, I have attached a list of some of the most requested discussion topics from the 2014 Needs Assessment completed by our members to assist you in determining if you have a speaker that could address our needs. 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,

Nancy Dugan RN, MSN, CIC
Co-Chairperson
Three Rivers Chapter
Association for the Professionals
in Infection Control and Epidemiology



ASSOCIATION FOR PROFESSIONALS IN
INFECTIOUS CONTROL AND EPIDEMIOLOGY, INC.

Three Rivers Pittsburgh Chapter

EXHIBIT Application

Friday, October 2, 2015

TRAPIC Fall Conference

Location: Hilton Garden Inn, 1000 Corporate Drive, Canonsburg, PA 15317

Federal Tax ID Number: 042878148

Name: _____

Company: _____

Address: _____

Phone # of Contact Person: _____

E-mail Address: _____

Company Website: _____

Tables will be provided. Please indicate any special needs:

Electric: Yes No Other: _____

How many will be attending?

Names of attendees: _____

We agree to pay \$350.00 per exhibit table at this conference and enclosed said payment with this application. Booth attendees are admitted for free with paid vendor space.

Signature

Printed Name

Date

Please return application and \$350.00 check payable to: TRAPIC
(Federal Tax I.D. #042878148) no later than September 19, 2015 to:

Christy Kirsch
152 Scenic Ridge Dr.
Venetia, Pa. 15367

Thank you for your continued support of TRAPIC!

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 2015** for **October 2, 2015** at the **Hilton Garden Inn Pittsburgh/Southpointe** 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