

OptumHealth Education's
12th Annual
Medical Director/
Physician Leadership Forum

June 12–13, 2018

Bellagio Las Vegas



Exhibitor Service Kit

Exhibitor Schedule and Information

EVENT SCHEDULE-AT-A-GLANCE

Tue., June 12	Welcome Reception & Group Dinner: 5:00–8:30 p.m.
Wed., June 13	Exhibitor Registration: 7 a.m.–12 p.m.
Wed., June 13	Exhibitor Set-up: 9:30 a.m.–12:30 p.m.
Wed., June 13	Exhibit Hall Dessert Reception & Grand Opening: 2:30–3:30 p.m.
Wed., June 13	Exhibit Hall Reception: 5–7 p.m.
Wed., June 13	Exhibitor Tear-Down: 7–9 p.m.
Wed., June 13	Outbound Drayage Pickup: 7–9 p.m.

***Times are subject to change.*

EVENT INFORMATION

Exhibit Location

Bellagio Las Vegas
Exhibit Hall: Bellagio Ballroom 5–7
3600 Las Vegas Blvd. S.
Las Vegas, NV 89109
Website: www.bellagio.com

Registration

All participants affiliated with exhibits must register for the event at <https://www.optumhealtheducation.com/mdf2018-regform>

Standard Booth Package

****Tabletop**** Booth Space
1 Draped Six-Foot Table
2 Chairs
Exhibit area is carpeted.

Special Requirements

Exhibitors are responsible for any special requirements.

Audio Visual Equipment: Complete and submit the Encore Event Technologies AV Order form and Credit Card Authorization for your audio visual needs. The fax number to submit this form is secure.

Power: To order power, contact Zanarra Myles, Event Services Manager, Edlen Electrical Exhibition Services at zmyles@edlen.com, 702-853-7723 (t) or 702-491-0866 (m).

Wireless Internet:

- Complimentary wireless Internet will be available throughout the exhibit area.

Contact Us

Exhibit Manager: LuAnne Ronning
Phone: 1-612-395-8486
Email: luanne.ronning@optumhealtheducation.com
Conference Website: <https://www.optumhealtheducation.com/mdf2018>



Exhibitor Shipping Instructions

Shipping Labels

Shipping of materials to and from the hotel is the Exhibitor's responsibility. To avoid additional storage fees, schedule your shipment(s) to arrive 3–4 days prior to the conference. To ensure proper delivery, include the following information on packages:

Hold for Exhibitor: [Exhibiting Organization/Onsite Exhibitor's Cell Number]

Booth #: _____ (If your booth number is unavailable at time of shipment, enter TBD.)

c/o FedEx Office at Bellagio Las Vegas

3600 Las Vegas Blvd South

Las Vegas, NV 89109

(OptumHealth 12th Annual Medical Director Forum)

Box _____ of _____

Delivery of Shipment to Booth

FedEx Office (FXO) will deliver exhibitors' shipments to their assigned booths, provided the address label standard as illustrated above has been followed. To aid in delivery and avoid delay of exhibitors' shipments, shipment tracking information must be provided to the Exhibit Manager as follows:

Submit to luanne.ronning@optumhealtheducation.com

Due Date: Friday, June 8

Tracking Information Required:

- Shipping Vendor (FedEx, UPS, etc.):
- Tracking #(s):
- # of Items Shipped
- Date of Scheduled Delivery

OR

- Shipment will be hand carried

Pickup of Outbound Packages from Booth and Return Shipping

Exhibitors are responsible for making their own return shipping arrangements and must have a completed carrier airbill affixed to each package. It is Exhibitors' responsibility to pack, secure and label each piece of their outbound shipment. FedEx Office will pick up outbound packages at Exhibitors' booths. Exhibitors may also bring their packages to the FedEx Office Business Center between 7 a.m. and 6 p.m. The handling fee is slightly less for packages brought to the FXO Business Center. Package handling charges are Exhibitors' responsibility and can be applied to exhibitor's guest room or credit card.

Package Handling Fees

PACKAGE WEIGHT	PACKAGE PICKUP BY FEDEX OFFICE
0.0 - 1.0 lbs.	\$10.00
1.1 - 10.0 lbs.	\$15.00
10.1 - 20.0 lbs.	\$25.00
20.1 - 30.0 lbs.	\$30.00
30.1 - 40.0 lbs.	\$35.00
40.1 - 50.0 lbs.	\$40.00
50.1 - 75.0 lbs.	\$50.00
75.1 - 100.0 lbs.	\$60.00
100.1 - 150.0 lbs.	\$80.00

Package Handling Payment Form

Package handling charges can be applied to Exhibitor's guest room, if a Bellagio guest, or credit card. For credit card payments, a FedEx Office Credit Card Authorization (CCA) must be completed in advance for FXO to pick up your packages. Shipping and CCA forms, as well as instructions will be provided onsite.

Price Guide

Video Components

MONITORS

	QTY	DAYS	PRICE	TOTAL
70" LED/LCD (16x9)			\$1100.00	
60" LED/LCD (16x9)			\$800.00	
55" LED/LCD (16x9)			\$525.00	
40" LED/LCD (16x9)			\$450.00	
6' Monitor Stand (Dual Chrome Pole)			\$80.00	
Custom Cobra Stand (Only Available for 52" LED/LCD)			\$100.00	
32" LCD Computer Monitor (HDMI, VGA & DVI Input)			\$265.00	
20" LCD Computer Monitor (VGA & DVI Input)			\$120.00	

PLAYERS/ RECORDERS

AJA KiPro Digital Video Recorder			\$450.00	
Blu-ray Player			\$110.00	
DVD Player			\$80.00	

PLAYERS/ RECORDERS

10K Lumen DLP HD Projector (1.4-1.8 Lens)			\$2100.00	
7K Lumen DLP HD Projector (1.4-1.8 Lens)			\$1030.00	
Projector Setup Package (Power drop, Setup, Cart & Cables)			\$70.00	

VIDEO SWITCHERS & PROCESSORS

Folsom Pres. Pro Graphic Switcher			\$370.00	
Folsom ImagePro-HD Sig. Process			\$500.00	
Cable Package (HDS/SDI, DVI & HDMI)			Call for Details	

Audio Components

MICROPHONES & ACCESSORIES

UHF Wireless Microphoning System Handheld Headset Lavalier			\$165.00	
Wired Microphone Handheld Headset Lavalier			\$37.00	
Microphone Stand			\$11.00	
12 Channel Mixer			\$170.00	
16 Channel Digital Mixer			\$525.00	
32 Channel Digital Mixer			\$630.00	
Lg Powered Speakers (PRX612/PRX712)			\$95.00	
2 Speaker Audio System (Mixer, 1 Wired HH Mic & Cables)			\$395.00	
4 Speaker System w/ 2 Subs (K-Array)			\$1250.00	
8 Speaker Line Array Sys. w/ 2 Subs			\$2650.00	

Screens

TRIPOD SCREENS & ACCESSORIES

	QTY	DAYS	PRICE	TOTAL
Executive Screen Package Executive 133" Screen, 32" Draped Cart, Power Strip and 25' Extension Cord			\$179.00	
6' x 11' Fastfold Screen Package 6' x 11' Fastfold Screen, 32" Draped Cart, Power Strip and 25' Extension Cord			\$344.00	
6'x6' Tripod Screen			\$50.00	
8'x8' Tripod Screen			\$50.00	
10'x10' Cradle Base			\$70.00	
12'x12' Cradle Base			\$80.00	

A/V Accessories

MISCELLANEOUS

32" Roll Cart			\$34.00	
54" Roll Cart			\$34.00	
Flipchart w/ Pad & Markers			\$72.00	
Flipchart w/ 3M Post-it Pad & Markers			\$90.00	
Whiteboard & Markers			\$120.00	
Laser Pointer or Wireless Mouse			\$65.00	
AC Cord			\$23.00	
Powerstrip			\$23.00	
Belken Power Hub w/ USB & AC Outlet			\$25.00	

RIGGING/ DRAPE

Rigging Points (weekly rate)			\$160.00	
20' Scissor Lift (Additional Labor needed)			\$265.00	
32' Scissor Lift (Additional Labor needed)			\$350.00	
16'x10' Black Drape (Additional Labor needed)			\$150.00	
22'x10' Black Drape (Additional Labor needed)			\$150.00	

Electrical

		SEE PAGE 2 OF ESK SPECIAL REQUIREMENTS" FOR POWER ORDER.	
POWER SERVICES (per week)			
120V20A			\$240.00
208V3P60A			\$834.00
208V3P100A			\$1032.00
208V3P200A			\$1887.00
208V3P400A			\$2747.00

Labor

Rigger			\$95.00	
Head Electrician			\$95.00	
Overtime 8 hours & over *4 hours minimum on all labor calls. 2 hours minimum for installation and dismantle per room.			\$142.50	

Your Order Totals

Services / Equipment / Labor Total	
Delivery / Basic Installation/ Pick-up	
23% of Order Subtotal	
8.25% Sales Tax on Equipment & Fees	
Labor Total	
Additional Hourly Labor / Facility / Handling if Required	
TOTAL	

CANCELLATION

Written cancellation of ordered equipment and services must be received in writing seventy-two (72) hours prior to scheduled installation or delivery time. Refunds will not be given for orders cancelled less than seventy-two (72) hours prior to install or delivery. To ensure availability, please reserve equipment 30 days in advance. Premium charges may apply to orders placed within 48 hours of meeting date.

* Prices reflect daily rates unless otherwise noted. Equipment pricing and service fee charges are subject sales tax.



MGM RESORTS
INTERNATIONAL®

Terms and Conditions

Price Guide

1. PAYMENT TERMS

Lessee agrees to pay Encore Event Technologies (hereinafter "Encore") all charges indicated on this Rental Contract which includes these Terms and Conditions and any equipment that is rented pursuant to the terms set forth herein (the "Equipment") or labor overages. Payment is due and payable in full upon signing this Rental Contract unless otherwise negotiated and agreed to in writing on a Commencement of Work document.

2. ESTIMATES

In connection with this Rental Contract or any contract entered into between Encore and Lessee, any estimate provided to Lessee in connection with the expected labor hours and number of days the Equipment is solely an estimate. In the event that the actual hours, actual quantities of Equipment rented hereunder or actual days the Equipment is rented is greater than the amount indicated in any proposal, Lessee will be charged for those overages at Encore's standard rates less any applicable discounts.

3. DAMAGE WAIVER

All Equipment has been inspected upon delivery and Lessee acknowledges and warrants that all Equipment was received in good and working order. Lessee agrees to pay for any and all damages on account of lost, damaged or stolen equipment and/or loss caused by Lessee's accident, misuse or neglect. Should the Equipment listed on this Rental Contract malfunction for any reason and at no fault of Lessee, Encore will only be responsible for the repair of listed Equipment but WILL NOT be held responsible for any damages or loss caused as a result of the Equipment malfunctioning.

4. SUBLEASE

With the prior written consent of Encore, Lessee shall have the right to sublease the Equipment and, in the event of a sublease, Lessee shall be fully responsible for all insurance on, repair and replacement of, and reclamation of the Equipment. Encore reserves the right to replace the Equipment at Lessee's expense at full retail value if the subleased Equipment is lost, damaged or untimely returned.

5. TITLE

The parties intend to create a rental agreement and the relationship of lessor and lessee between themselves. The terms set forth herein shall not be construed or interpreted to create or imply the existence of a finance lease or installment lease or sales contract. Title to the Equipment shall at all times be vested in Encore, and no right, title or interest in the Equipment shall pass to Lessee other than the use of the Equipment for the rental period as agreed to by the parties, which right is conditioned upon Lessee's compliance with this Rental Contract.

6. SURRENDER / EQUIPMENT HANDLING

On the expiration or earlier termination of this Rental Contract, Lessee shall return the Equipment in good repair, condition and working order, subject only to reasonable wear and tear. All Equipment must be handled by Encore personnel only. Equipment may not be moved, stored, or serviced by Lessee or any other party. Lessee may not operate the Equipment unless authorized by Encore. Lessee agrees that Encore shall have the right to enter the premises where the Equipment is located and shall have access to the Equipment at all times.

7. CANCELLATION

Unless otherwise negotiated or agreed to in writing on a Commencement of Work Document, the following monies shall be payable by Lessee to Encore in the event of cancellation prior to the expiration of the rental period set forth on this Rental Contract: Cancellations must be made in writing seventy-two (72) hours prior to scheduled installation or delivery time. Refunds will not be given for orders cancelled less than seventy-two (72) hours prior to install or delivery.

8. DEFAULT

If Lessee fails to pay rent or otherwise fails to observe, keep or perform any provision of this Rental Contract, or if Lessee should enter into voluntary or involuntary bankruptcy or receivership or other legal impediment which could impair the Equipment, Encore shall have the right to:

- Enter Lessee's premises and reclaim the Equipment at Lessee's premises or at site of any subleases without demand or notice to Lessee or court order or other processes of law, and declare the entire amount of rent immediately due and payable without demand or notice to Lessee. Lessee waives any damages occasioned by such reclamation. Any reclamation shall not constitute a termination of this Rental Contract unless Encore expressly notifies Lessee in writing;
- Sue to recover all rents and any other amounts owed or accruing to Encore;

- Terminate this Rental Contract as to any or all items of Equipment; and/or
- Exercise any other remedy at law or equity.

All such remedies are cumulative and may be exercised concurrently or separately. The exercise of any remedy shall not release Lessee from this Rental Contract and Lessee shall remain liable for the full performance of all obligations to be performed by Lessee under this Rental Contract.

9. CREDIT TERMS

All open accounts require prior credit approval. Should collection under the terms of this Rental Contract commence, Lessee agrees to pay all collection costs which include, but are not limited to, Equipment recovery costs, storage charges, attorneys' fees and court costs.

10. CHOICE OF LAW AND VENUE

The interpretation and effect of this Rental Contract and the related agreements shall be governed by and construed in accordance with the internal laws (as opposed to the conflicts of law provisions) of the State of Nevada. Any litigation arising out of or related to this Rental Contract shall be instituted and prosecuted only in the appropriate state or federal court situated in Clark County, Nevada. The parties submit to the exclusive jurisdiction and venue of such courts for purposes of any such action and the enforcement of any judgment or order arising therefrom. Each party waives any right to a change of venue and any and all objections to the jurisdiction of the state and federal courts located in Clark County, Nevada.

11. ATTORNEY'S FEES

In the event either party, institutes any action arising out of, related to, or for the breach of, this Rental Contract, the prevailing party shall be awarded reasonable attorneys' fees and costs.

12. CONDITION OF EQUIPMENT

Encore maintains and services the Equipment in accordance with manufacturers' specifications and industry practice. Encore does not, however, warrant or guarantee that the Equipment or services being provided will be free of defect, malfunction or operator error. If the Equipment malfunctions or does not operate properly during the event for any reason whatsoever, Lessee agrees to immediately notify Encore's on-site representative. Encore will attempt to remedy the problem as soon as possible so that the event is not interrupted. Lessee agrees and acknowledges that Encore assumes no responsibility for any loss, cost, damage or injury to persons or property in connection or as a result of inoperable Equipment or otherwise.

13. LIMITATION OF LIABILITY AND INSURANCE

Lessee agrees to defend, indemnify and hold Encore and its officers, directors, employees, successors and assigns harmless from any and all claims arising out of any violation of any law, rule, regulation or order, and from any and all claims or liabilities for loss, damages or injury to persons or property of whatever kind or nature arising from the use or operation of the Equipment, or from the negligence or carelessness of the agents or employees of Lessee. Additionally, Encore shall not be liable for any special or consequential damages including lost profits arising relating to the Equipment, the services or this Rental Contract. Lessee shall notify Encore promptly of any accident involving the Equipment. Lessee shall obtain contractual insurance in connection with this Rental Contract and pursuant to this paragraph, in an amount satisfactory to Encore and provide proof of such insurance upon request of Encore.

14. SEVERABILITY

In the event that any provision of this Rental Contract shall be unenforceable or inoperative as a matter of law, the remaining provisions shall remain in full force and effect and be construed as though such unenforceable or inoperative provisions had never been a part of hereof.

15. CONSTRUCTION CLAUSE

For the purpose of interpretation, the language in this Rental Contract shall be deemed to be the language of both parties and neither party shall be deemed to be the drafting party.

1.6 SURVIVAL

All provisions of this Rental Contract related to indemnification, disclaimers and limitations on liability and all other obligations of the parties that arise in connection with Lessee's rental of Equipment from Encore shall survive the termination of the rental of such Equipment.

17. ENTIRE AGREEMENT

This Rental Contract incorporates by reference any attached Schedules, Contract, and Commencement of Work, related to this rental order, and contains the parties' entire understanding and may not be modified except in written form signed by both parties.





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Credit Card Authorization

Event Name:			
Event Dates:			
Exhibiting Company Name:			
Street Address:	City:	State:	Postal Code:
Phone #:	EXT:	Fax #:	
Print Name:	Signature:		
Contact's E-mail:	On-site Contact/Cell #:		

Please indicate services to be covered by provided credit card:

- Audio Visual
- Rigging/Labor
- Internet & Data Services
- Truss/Motor/Lighting Equipment
- Other _____

Notes:

Once completed, fax to 702-693-8501

YOUR SIGNATURE DENOTES ACCEPTANCE OF ALL TERMS & CONDITIONS INCLUDED IN THE SERVICES BROCHURE. Read all forms thoroughly for instructions and conditions. All balances due must be settled prior to show close and will be charged by MGM Resorts International.. Credits or refunds will not be issued on services installed as ordered even though not used. Please review all orders and invoices prior to leaving show site. We must receive your order, with FULL payment, twenty-one (21) calendar days prior to show opening. All other orders will be processed at the Show Rate. Read all forms thoroughly for instructions and conditions. MGMRI IS NOT RESPONSIBLE FOR TERMS & CONDITIONS AND/OR ORDER FORMS THAT MAY HAVE BEEN REMOVED PRIOR TO DISTRIBUTION. By providing your fax number and/or email address and signing this form, Client gives permission to MGMRI to fax Exhibitor at this fax number or to email at this email address.

CREDIT CARD VERIFICATION:	* Required Fields	Additional Authorized Signers:
* Last four digits of credit card number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	This credit card is authorized for all additional onsite charges	Initials <input type="text"/>
*Cardholder's Name:	*Cardholder's Signature:	
*Cardholder's Billing Address:	*City:	*State: <input type="text"/> *Postal Code: <input type="text"/>
*CREDIT CARD NUMBER: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	*Card EXP DATE: MM/YY	<input type="text"/> <input type="text"/>