

# ENDOCRINE SOCIETY



## Exhibitor Business Suites Terms & Conditions

### 1. Defined Terms

The terms "ENDOExpo" as used herein shall mean ENDOExpo 2026, the Endocrine Society. The terms "Exhibitor Suite" and "Suite" as used herein shall reference both Exhibitor Business Suites.

### 2. Applicability, Interpretation, and Governing Law

These ENDOExpo2026 Exhibitor Suite Terms & Conditions ("Terms") are identified in the Exhibitor Suite Application between the exhibitor and ENDO Management. ENDO Management shall have the authority to interpret and enforce these terms. All matters not covered by these terms are subject to the decision of ENDO Management. All decisions so made shall be as binding on all parties as to the original terms. It is the responsibility of the exhibitor and/or their designated representative to abide by all terms. The exhibitor or its representatives that fail to observe these conditions or the terms of the Exhibitor Suite Application may be excluded from the contracted Suite without refund. Any claim or cause of action arising out of these terms shall be governed exclusively by the law of the District of Columbia without regard to its conflict of laws principles and any claim or cause of action arising under these terms shall be adjudicated exclusively in the state or federal court.

### 3. Amendments

These terms may be amended at any time by ENDO Management, and all amendments so made shall be binding on exhibitors equally with the original terms and conditions.

### 4. Eligibility

Suite(s) may be secured only by contracted ENDOExpo 2026 exhibitors. If the exhibitor cancels or defaults on exhibit space, the contracted Suite(s) will be revoked, and cancellation fees will apply as outlined in these terms.

### 5. Payment Schedule

100 percent of payment is due upon the selection of space(s) and the signing of the application.

### 6. Unoccupied Space

Unoccupied Space – any Suite(s) space not claimed and/or occupied prior to 2:30 PM, Friday, June 12, 2026, may be resold or reassigned by ENDO Management without obligation on the part of ENDO Management for any refund whatsoever.

### 7. Exhibitor Refund and Cancellation Policy

All cancellations must be submitted in writing by March 20, 2026, for a 25 percent refund. Refunds are not available after March 20, 2026. If exhibitor cancels exhibit space, Suite space will be canceled automatically.

### 8. Exposition Cancellation by The Endocrine Society

It is mutually agreed, that in the event of cancellation of ENDOExpo exhibits due to fire, strikes, government regulations, acts of war, acts of terrorism, or other causes that would prevent its scheduled openings or continuance, then and thereupon this agreement will be terminated and ENDO Management shall determine an equitable basis, for the refund of such suite fees. ENDO Management will not be held liable for any other costs incurred by the exhibitor.

### 9. Site Use Guidelines

The exhibitor agrees to utilize Suites for face-to-face client meetings, exhibitor personnel meetings, hospitality functions, or one-on-one demonstrations during ENDOExpo. Exhibitors are **not permitted to present educational symposia, sessions, or activities** from the Suite(s). All industry events, meetings, or other gatherings, held over June 13-15, 2026, are subject to approval by ENDO Management Society.

### 10. Food and Beverage Guidelines

Food and Beverage is permitted in Suites and must be ordered through the convention center's catering department. All companies must adhere to the Food and Beverage guidelines outlined in the exhibitor service kit.

### 11. Installation, Hours of Operation, and Dismantling

Dates and times for installation, hours of operation, and dismantling of the suite will follow the official ENDOExpo exhibit hall schedule. ENDO Management reserves the right to alter the ENDO 2026 meeting and exhibit hours in any manner whatsoever if in its sole discretion, such alteration is in the best interest of ENDO 2026.

### 12. Dismantling Security and Unmoved Items

Exhibitor personnel must remain in their contracted Suite(s) until materials are secured. All products being shipped from the convention center should be securely packed before leaving the Suite(s). ENDO Management, the convention center, and all official contractors assume no responsibility for material left unattended in the Suite(s) during the dismantling period. Products left during the dismantling period may be removed by ENDO Management and the exhibitor shall be liable for and agree to pay all cost for dismantling, and shipping. ENDO Management shall not be liable for any damage to any materials.

### 13. Permitted Admission

Admission to Suite(s) is by the ENDO 2026 official badge obtained upon registration, entitling attendee access to the Suite(s) in accordance with the ENDO Management policy. The badge is not transferable. ENDO Management shall have sole authority over admission policies at all times.

### 14. No Smoking Policy

ENDO Management maintains a no-smoking policy for the use of tobacco products inclusive of e-cigarettes. Moscone Center is a smoke-free facility. Exhibitors are responsible for ensuring that all individuals associated with the exhibiting company comply with this policy.

### 15. Relocation of Suite

ENDO Management reserves the right to alter the locations of Suite(s) as shown on the official floor plan, if deemed, in the sole discretion of ENDO Management, to be advisable or in the best interest of ENDOExpo.

As a participating exhibiting company at ENDOExpo, all rules for the above and on the official application and contract for exhibit space shall be abided by all exhibitors and their guests.

The Endocrine Society reserves the right to base all decisions on the best interests of all concerned parties. All decisions are final.