

# Terms of Service

**Cancellation Policy:** PCRS understands that circumstances may arise that prevent Exhibitors from fulfilling their commitment to exhibit at the Annual Meeting. Exhibitors who cancel prior to January 1, 2024, will receive a refund of their balance minus a \$250 fee. Exhibitors who cancel between January 1, 2024, and February 1, 2024, will receive a refund of their balance minus a \$500 fee. Exhibitors who cancel after February 1, 2024, do not receive a refund but may apply up to 50% to the following year's exhibit fees. To petition for a refund of exhibit fees, cancellation must be made in writing and delivered via e-mail. To petition for a partial refund of exhibit fees, cancellation must be made in writing and delivered via e-mail. See Rules for further information. Refunds will be less credit card service fees. Please note, sponsorships do not go into effect until payment of your Sponsorship is paid in full. By completing this online form, I understand and will adhere to the cancellation policy.

**Unauthorized Events and Use of Meeting Space:** All Sponsors/Exhibitors agree to not host any kind of unapproved event during the conference (March 20-23, 2024), neither on or off the property. They shall not encourage the absence of attendees or any invited guests (e.g. by extending invitations, calling meetings etc.) from the Event or Event Facility during the official hours of the Event or any function sponsored in connection with the Event by PCRS or its official sponsors. Hosting an unapproved event will subject your organization to a penalty against further involvement in future PCRS conferences, subject to the discretion of PCRS. Any use of the meeting/function space at the Renaissance Esmeralda Resort and Spa during the conference must be approved by PCRS, please email [info@pcrsonline.org](mailto:info@pcrsonline.org), (<mailto:info@pcrsonline.org>) for any questions.

**Attendee List:** The 2024 PCRS Pre/Post Show Attendee List is the proprietary property of the Pacific Coast Reproductive Society. These lists may only be used to contact attendees up to two times, only for the specific purpose of promoting the purchaser's exhibit booth at the specified show and/or as a follow-up after the show. The Sponsor/Exhibitor agrees not to duplicate, publish, permit the list to be published, merge it into the sponsor's/exhibitor's company database(s), or use it for any other purpose not expressly provided for in the agreement. The Pre-Show Attendee List will be sent two weeks prior to the event date and the Post-Show Attendee List will be sent one week after the event date. The list(s) will only include registered attendees who opted-in to receive third-party communications. **PCRS ([info@pcrsonline.org](mailto:info@pcrsonline.org) (<mailto:info@pcrsonline.org>)) must be included in all communications.** *Sponsors, exhibitors, staff, partners/guests, and vendors will not be included in the list.*

**Use of PCRS Name and Logo:** The PCRS name, logo and/or other identifying marks of the Pacific Coast Reproductive Society may not be used in advertising or promotion in any media before, during or after the Conference, without written approval from PCRS. Illicit use of PCRS name/logo will subject your organization to a penalty against further involvement in future PCRS conferences, subject to the discretion of PCRS.