



Sponsorship Opportunities

Tuesday, March 14 - Friday, March 17, 2023

In beautiful Atlanta, Georgia

Boldly Ahead



Bigger. Bolder. And new for 2023. **This is ADP® Meeting of the Minds!**

All under one roof at the Atlanta Marriott Marquis, we're coming together in the heart of downtown Atlanta, Georgia where it all began with the very first ADP Meeting of the Minds. Designed specifically for large enterprises (1000+ employees), you're able to connect with the best innovators, brands and industry thought leaders to move Human Capital Management (HCM) boldly ahead. ADP Meeting of the Minds is for ADP clients, partners, associates and prospects to fuel inspiration, best practices, celebration and growth. We're providing powerfully connected experiences for you at ADP Meeting of the Minds.

As an ADP Meeting of the Minds sponsor, we can help you:

- Meet with your market face-to-face — to capture leads and accelerate your results
- Amplify your brand awareness
- Make real connections, side by side, and face to face with ADP Client Services Executives, the best gatekeepers to our largest of ADP clients
- Meet the ADP sales force, the team with the influence you need

We're excited to offer new sponsorship opportunities for 2023! If you're a returning sponsor, welcome back! We appreciate your partnership and we're excited about how your solutions continue to help our clients.

For our first-time sponsors — **you are in the right place.** We look forward to meeting you and creating additional trusted relationships.

It's time to make plans and move **Boldly Ahead!**

ATTENDEE DEMOGRAPHICS

ADP Meeting of the Minds brings together the titans of industries with attendees representing companies with 1000 employees and above. These are the best of the best in brands that you know and trust.



518K
Social Engagements



8,292
CE Credits Awarded

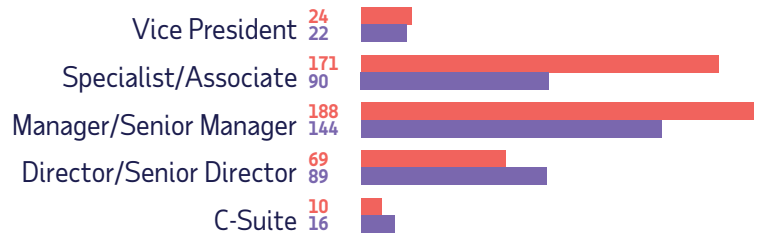


100+
Speakers

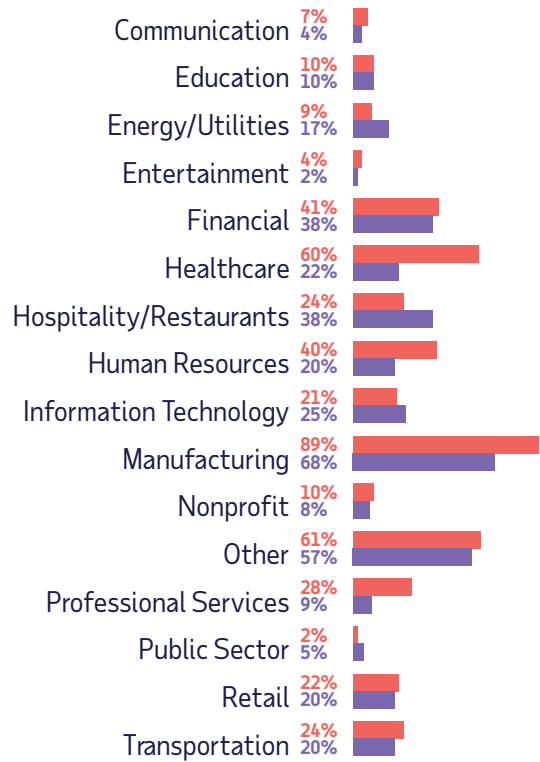


90+
Sessions

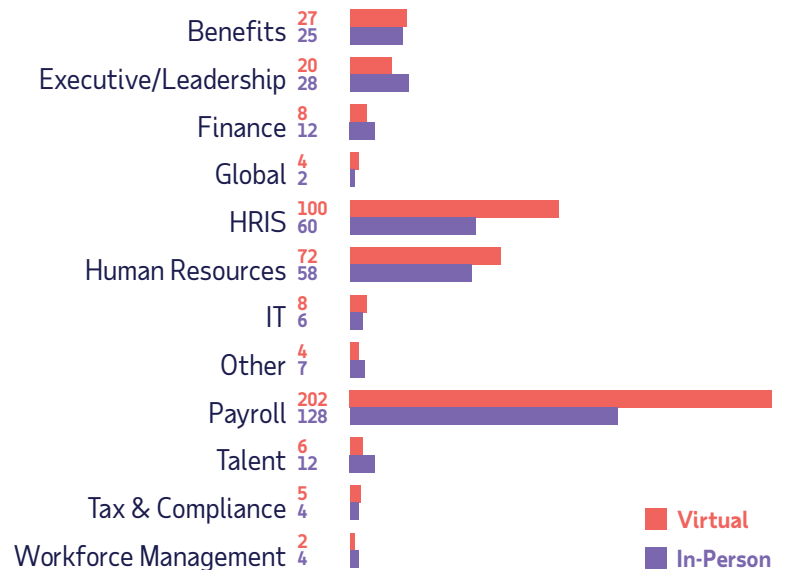
MAIN JOB FUNCTION



INDUSTRY



AREA OF FOCUS



■ Virtual
■ In-Person



WHO YOU'LL CONNECT WITH AT ADP® MEETING OF THE MINDS

Connect with every level of our ADP Meeting of the Minds audience who are looking for help to increase their expertise and form trusted relationships.

Practitioner	Decision Maker	CHRO	ADP Associate
<p>WHAT THEY WANT</p> <ul style="list-style-type: none"> To influence their organization's choice in tools and technology Learn what's working for others Efficiency in their work Ideas to overcome challenges <p>WHERE YOU CAN FIND THEM</p> <ul style="list-style-type: none"> Expo Hall looking for swag Networking Events Breakouts <p>HOW TO CONNECT</p> <ul style="list-style-type: none"> Entice them with giveaways Connect in the event mobile app Offer them food, treats or prizes! 	<p>WHAT THEY WANT</p> <ul style="list-style-type: none"> Actionable solutions Easy-to-implement Easier work for their teams <p>WHERE YOU CAN FIND THEM</p> <ul style="list-style-type: none"> Expo Hall looking for solutions and ways to connect Networking Events Meals and receptions <p>HOW TO CONNECT</p> <ul style="list-style-type: none"> Engage on the mobile app Share client stories generously Connect with their team 	<p>WHAT THEY WANT</p> <ul style="list-style-type: none"> To be an employer of choice Innovative employee offerings Easier work for their teams <p>WHERE YOU CAN FIND THEM</p> <ul style="list-style-type: none"> Executive Leadership Sessions Networking Events <p>HOW TO CONNECT</p> <ul style="list-style-type: none"> Share client stories Meet people on their team Ask them what's working Provide industry trends on what is working 	<p>WHAT THEY WANT</p> <ul style="list-style-type: none"> To solve client challenges Increase their expertise Examples of what works <p>WHERE YOU CAN FIND THEM</p> <ul style="list-style-type: none"> Expo Hall Breakout Sessions Networking Events <p>HOW TO CONNECT</p> <ul style="list-style-type: none"> Share client stories generously Connect in the event mobile app Meet for coffee in the morning Ask them what's working

SPONSORSHIP OPPORTUNITIES

ADP Meeting of the Minds offers four levels of sponsorship to maximize your reach!



Platinum
\$78,500
Limit 1



Gold
\$36,500
Limit 5



Silver
\$29,900
Limit 8



Bronze
\$14,000
Limit 23

Pre-Event Marketing				
Social Media Cards provided for use on your Social Media Outlets	✓	✓	✓	✓
Logo and Link on ADP Meeting of the Minds Website	✓	✓	✓	✓
Logo and Link on (1) ADP Meeting of the Minds Pre-Event Email	✓	✓		
Promotion on ADP Social Media Outlets, Pre-Event (LinkedIn about Breakout Session)	✓			
Thought Leadership				
Breakout Sessions * (50 minutes) • One (1) promotional push notification per Breakout Session • Leads from Sponsor Session participation (Name, Title, Company)	2 sessions	1 session	1 session	
Solutions Theater Session* (20 minutes) • One (1) promotional push notification per Theater Session • Leads from Sponsor Session participation (Name, Title, Company)	1 session	1 session		
Engagement and Access				
Upgraded Exhibit Space, including the following: • Kiosk with branding • Company logo header • Backwall graphic of your choice • (1) Monitor • (1) 10-amp Power Drop • (1) 20" Round Bar Table • (2) Barstools • (1) Lead Retrieval Device Leads from booth visitors (Name, Title, Email, Company, Business Phone Number)	✓	✓		
Standard Exhibit Space, including the following: • Kiosk with your company's branding • Company logo header • Backwall graphic of your choice • Monitor • 10-amp Power Drop Leads from booth visitors (Name, Title, Email, Company) – Lead device rental required			✓	✓
Networking Opportunities during refreshment breaks	✓	✓	✓	✓
Conference Passes	10	6	4	2
ADP Meeting of the Minds Virtual Conference Virtual – Logo and link to website	✓	✓	✓	✓

* Keynote Addresses, Breakout Sessions, branded materials, giveaways, emails, and content must be produced to ADP specifications and are subject to ADP approval.

Maximize your sponsorship, by signing up early for your sponsorship so your session (s) can be approved and published in early January on the ADP Meeting of the Minds Website and Agenda Builder.

SPONSORSHIP OPPORTUNITIES, continued

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Branding and Promotion				
Logo recognition at the Opening and Closing General Sessions	✓	✓	✓	✓
100-word company description on the Conference Mobile App	✓	✓	✓	✓
Exclusive Sponsor of the Closing General Session <ul style="list-style-type: none"> • Address the entire ADP Meeting of the Minds audience via video. Video must be submitted to ADP for approval, cannot be a sales pitch or commercial. (will also be used in the virtual conference, during opening general session) • Prominent signage and recognition in Closing General Session • One (1) Closing General Session promotional push notification via the conference app • Leads from RFID scan at Closing General Session (Name, Title, Company) • Reserved seating for 15 	✓			
Inclusion of one (1) collateral piece in conference bags (supplied by sponsor* - 1,500 pieces)	✓	✓		
Post-Event Marketing				
One (1) post-event email* to the ADP Meeting of the Minds audience, sent by ADP on sponsor's behalf	✓			
Logo and Link on (1) ADP Meeting of the Minds post-event email	✓	✓		

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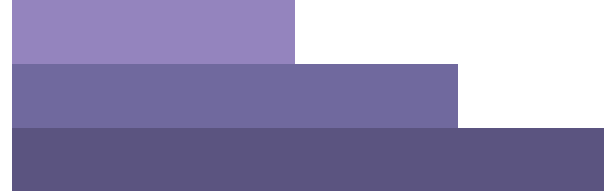
Maximize your sponsorship, by signing up early for your sponsorship so your session(s) can be approved and published in early January on the ADP Meeting of the Minds Website and Agenda Builder.

ADDITIONAL SPONSORSHIP OPPORTUNITIES, continued

Entire Conference - Sponsorship Visibility	
MOBILE APP \$25,000 <i>Exclusive Sponsorship</i>	The reference tool guests will use to navigate ADP Meeting of the Minds and customize their experience. Place your message in the palm of their hands before, during and after the event. This interactive resource provides information on sessions, evening events and the Expo Hall. Branding on the main app page and in the activity feed, Conference app signage with your logo, logo inclusion in all app promotions, signage at the conference app help desk, recognition at the opening general session, logo recognition on the ADP Meeting of the Minds website with a link to your organization's website.
WIFI \$25,000 <i>Exclusive Sponsorship</i>	Display your logo in the event collateral, on the event app and signage around the event. Wi-Fi network splash page to link to your company's website.
ELEVATOR DOOR WRAP \$25,000 <i>Exclusive Sponsorship</i>	Elevate your message. This is a great opportunity to surprise and engage a captive audience — while they wait — with larger-than-life messages on elevator wraps.
HYDRATION STATION + CO-BRANDED WATER BOTTLE \$17,000 <i>Exclusive Sponsorship</i>	Help keep ADP Meeting of the Minds attendees hydrated with water bottles that display your company logo. There will be a bottle in every conference bag and water stations throughout the conference, branded with your logo. This green alternative will also reduce plastic bottle waste at ADP Meeting of the Minds. You will maintain high visibility even after the conference as attendees carry this in-demand item wherever they go.
HOTEL KEY CARD \$18,000 <i>Exclusive Sponsorship</i>	You're the brand each attendee sees first thing in the morning, last thing at night and every other time they enter their hotel room. With repeated brand awareness your company is in the hands of each attendee. This sponsorship will be at both hotel properties.
CONFERENCE NOTEBOOK \$15,500 <i>Exclusive Sponsorship</i>	Proudly display your company logo alongside the ADP Meeting of the Minds logo on the official 2023 ADP Meeting of the Minds notebook that will be put in each conference bag.
RECHARGE LOUNGE AREA \$10,000 <i>Non-Exclusive Sponsorship</i>	Relax and recharge yourself and your devices in the exclusive area with comfortable chairs and a charging table. Branding to include signage and table graphic.
HAND SANITIZER \$9,500 <i>Exclusive Sponsorship</i>	Have your logo and or kiosk number placed on freestanding hand sanitizer stations throughout the conference. Choose to upgrade your sponsorship? You can add a travel-size hand sanitizer to each conference bag for an additional \$7,500. Bag Insert
BAG INSERT \$5,000 <i>Non-Exclusive Sponsorship</i>	Sponsoring a bag insert is the perfect way to give exposure to your latest product or publication, or just get your name out to all ADP Meeting of the Minds attendees. It's also a highly effective way to guide attendees to your booth. Sponsors must provide approximately 1,000 pieces*.
CONFERENCE APP AD \$2,500 <i>Non-Exclusive Sponsorship</i>	The mobile app is where all the action is, whether you are in person, or online. It is the uniter of our experience and keeps everyone informed as the resource for the latest in announcements, agenda building and networking connections. Keep your brand in front of this audience by sponsoring within the conference mobile app, including visibility upon log in and banner drops in the activity feed throughout the course of the event. Your brand will be seen morning through night!
SIGNAGE Cost based on size and location	Please contact Linda House for availability.
Expo Hours - Tuesday and Wednesday - Sponsorship Visibility	
PROFESSIONAL HEADSHOT LOUNGE \$32,500 <i>Exclusive Sponsorship</i>	One of the most popular sponsorships every year! Conference attendees will have the opportunity to receive a free professional headshot photo, Available to all ADP Meeting of the Minds attendees Monday and Tuesday during expo hours. Your company's branding will be prominently displayed at the Headshot Lounge, your branding message and logo will be included in each email that the attendee receives with his/her headshot. Opportunity for one promotional flyer* (supplied by you) to be placed in the ADP Meeting of the Minds Conference Bag.

* Keynote Addresses, Breakout Sessions, branded materials, giveaways, emails and content must be produced to ADP specifications and are subject to ADP approval.

ADDITIONAL SPONSORSHIP OPPORTUNITIES, continued



Tuesday - Sponsorship Visibility	
WELCOME RECEPTION Cost listed below each item <i>Exclusive Sponsorship</i>	Be part of the ADP Meeting of the Minds Welcome Reception by sponsoring: <ul style="list-style-type: none"> Specialty Drink in a Light-Up Drink Cup \$18,500 <ul style="list-style-type: none"> o Proudly display your company logo alongside the ADP Meeting of the Minds logo in the light-up drink cup at the welcome event. Premium alignment opportunity at the start of the fun. Specialty Dessert \$15,500 <ul style="list-style-type: none"> o Beautifully display your company logo on the signature dessert of the event. Everyone will thank you for satisfying their sweet tooth. Photo Station \$10,500 <ul style="list-style-type: none"> o Sponsorship includes your company's logo prominently displayed alongside the ADP MOTM Logo on a step-and-repeat backdrop. In addition, you may provide something at the photo station to hand out with your logo for added brand exposure.
Wednesday - Sponsorship Visibility	
PRIVATE HAPPY HOUR \$15,500 <i>Non-Exclusive Sponsorship</i>	Wednesday Night ONLY What better way to welcome them than a private happy hour you are hosting! Invite up to 100 guests to join you. Happy hour includes: four (4) passed hors d'oeuvres, beer and wine for one hour. You choose the time. We will provide you with a list of attendees based on title and company. You choose your invitees and ADP will send the invites on your behalf.
BUSINESS BREAKFAST \$10,500 <i>Exclusive Sponsorship</i>	Sponsorship includes your company's logo prominently displayed on signage. In addition, you may provide collateral and/or promotional items* for each table. Send out social media message thanking your company for starting the day off right by fueling clients during Meeting of the Minds.
BUSINESS LUNCH \$10,500 <i>Exclusive Sponsorship</i>	Sponsorship includes your company's logo prominently displayed on signage. In addition, you may provide collateral and/or promotional items* for each table. Send out social media message thanking your company.
HOSTED BREAK \$8,000 <i>Exclusive Sponsorship</i>	Sponsorship includes your company's logo prominently displayed on signage. In addition, you may provide napkins and coffee cups with your logo for added brand exposure. Breaks are spread throughout the event space this year, so your brand will be more prominent than ever.
SEAT DROP \$4,200 <i>Exclusive Sponsorship</i>	Place collateral materials or a giveaway on every seat prior to the Opening General Session Sponsor to supply the item* for drop.

* Keynote Addresses, Breakout Sessions, branded materials, giveaways, emails and content must be produced to ADP specifications and are subject to ADP approval.

ADDITIONAL SPONSORSHIP OPPORTUNITIES, continued

Thursday - Sponsorship Visibility	
CLIENT APPRECIATION CELEBRATION <i>Exclusive Sponsorship</i>	Be part of the ADP Meeting of the Minds Client Appreciation Celebration by sponsoring: <ul style="list-style-type: none"> LED Glow Bracelets \$19,500 <ul style="list-style-type: none"> o Proudly display your company logo alongside the ADP Meeting of the Minds logo on a cool LED light-up bracelet that goes with the tunes! This item will be provided and used at the Client Celebration Event. Specialty Drink in a Light-Up Drink Cup \$18,500 <ul style="list-style-type: none"> o Proudly display your company logo alongside the ADP Meeting of the Minds logo in the light-up drink cup at the Welcome Event. Premium alignment opportunity during a premier client experience moment. Specialty Dessert \$16,500 <ul style="list-style-type: none"> o Beautifully display your company logo on the signature dessert of the event. Everyone will thank you for satisfying their sweet tooth. Table Decals \$10,500 <ul style="list-style-type: none"> o Brand the high-top tables at the Client Celebration Event
BUS SKIN \$25,000 <i>Exclusive Sponsorship</i>	Branding on the outside of the buses that will take all clients to and from the Client Celebration Event.
BUSINESS BREAKFAST \$10,500 <i>Exclusive Sponsorship</i>	Sponsorship includes your company's logo prominently displayed on signage. In addition, you may provide collateral and/or promotional items* for each table. Send out social media message thanking your company for starting the day off right by fueling clients during Meeting of the Minds.
BUSINESS LUNCH \$10,500 <i>Exclusive Sponsorship</i>	Sponsorship includes your company's logo prominently displayed on signage. In addition, you may provide collateral and/or promotional items* for each table. Send out social media message thanking your company.
HOSTED BREAK \$8,000 <i>Exclusive Sponsorship</i>	Sponsorship includes your company's logo prominently displayed on signage. In addition, you may provide napkins and coffee cups with your logo for added brand exposure. Breaks are spread throughout the event space this year, so your brand will be more prominent than ever.
Friday - Sponsorship Visibility	
SNACK BAG - TO GO \$9,500 <i>Exclusive Sponsorship</i>	Sponsorship includes your company's logo prominently displayed on signage and snack bag. In addition, you may provide collateral and/or promotional item* for attendees to pick up when they receive their snack bag. At departure, leave a lasting impression - keep your company on their mind as they leave.

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ADDITIONAL SPONSORSHIP OPPORTUNITIES, continued

Sponsorship Visibility - Varies depending on date and time	
SOLUTIONS THEATER SESSION \$6,500 <i>Non-Exclusive Sponsorship</i>	Looking to reach your audience in a quick 20-minute session? We are offering exhibitors the ability to present in the Solutions Theater in a mini session to all attendees. Limited slots available.
RELAXATION STATION/SESSION \$9,500 <i>Limited availability, Non-Exclusive Sponsorship</i>	Taking small breaks throughout the day is important to retaining focus, but it's not enough just to switch from one sedentary activity to another. You need to move your body to really hit the reset button. Short movement classes—like gentle yoga, hula-hooping, or even Zumba—can help attendees take a mental break, while helping you connect with more attendees.
ADP MEETING OF THE MINDS CORPORATE SOCIAL RESPONSIBILITY \$25,000 <i>Exclusive Sponsorship</i>	<p>The Corporate Social Responsibility (CSR) beneficiary has not been selected. A nonprofit will be selected that aligns with ADP's commitment to educational and humanitarian causes.</p> <p>Your company is invited to partner with ADP:</p> <ul style="list-style-type: none"> o Your company will be thanked during the closing and general session as a partner of the CSR beneficiary association on the importance of a CSR program in company culture through employee giving and volunteering. o This year's hands-on activity will take place during conference hours to drive as many attendees to participate in the activity selected. o The CSR selection committee is committed to providing attendees with activities that really make attendees feel like they're getting involved for a good cause. o Use the spotlight to draw attention to charities or causes.

Have another idea for a great addition to our sponsorship offerings?

Contact linda.house@adp.com and she can assist in building a custom package for you.

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NETWORKING OPPORTUNITIES

Throughout the conference, there are multiple networking opportunities for sponsors to interact with attendees:

Tuesday, March 14, 2023	Wednesday, March 15, 2023	Thursday, March 16, 2023
• Welcome Reception	• Networking Breakfast	• Networking Breakfast
	• Expo	• Expo
	• Networking Lunch	• Breaks in Expo
	• Breaks in Expo	• Client Appreciation Celebration

REGISTRATION AND CONFERENCE HOURS

Tuesday, March 14, 2023, 8:00 a.m. – 8:00 p.m.
Wednesday, March 15, 2023, 7:00 a.m. – 6:00 p.m.
Thursday, March 16, 2023, 7:00 a.m. – 6:00 p.m.
Friday, March 17, 2023, 7:00 a.m. – 12:00 p.m.

EXHIBIT HOURS (Times are subject to change.)
Wednesday, March 15, 2023, 10:00 a.m. – 5:00 p.m.
Thursday, March 16, 2023, 8:00 a.m. – 4:00 p.m.

FULL CONFERENCE PASS	Purchase your pass between:
	• August 24 – October 24 \$1,795.00
	• October 25 – December 15 \$1,995.00
	• December 16 – March 12 \$2,295.00

We look forward to connecting with you on how you can get the most out of your sponsorship. Space is limited on a first-come, first-serve basis. All contracts must be electronically submitted no later than January 12, 2023. Terms and Conditions are non-negotiable.

Contact us now to reserve your spot!

Thank you,



Linda House
Linda.house@adp.com



EXHIBIT INFORMATION

ADP will provide a turnkey Exhibit with your company's branding.

Installation

Sponsors may prepare their kiosks starting at 3:00 p.m. on Tuesday, March 14, 2023. Any exhibit space not occupied one hour prior to show opening on Wednesday, March 15, 2023, will be forfeited without refund.

Dismantle

Sponsors may close their kiosks at 4:00 p.m. on Thursday, March 16, 2023, and must be completed by 7:30 p.m.

Example of Exhibit

CANCELLATION POLICY

All cancellations must be received in writing to ADP at linda.house@adp.com.

Cancellations received by January 12, 2023, will result in ADP retaining an administrative charge of 50 percent of the total cost of the Sponsorship fee. No requests for refunds will be granted starting January 13, 2023.

Cut-off Date for Sponsorship Registration is January 12, 2023.

If you register for a Sponsorship after January 12, 2023, your company will not be listed in any printed materials and signage.

TERMS & CONDITIONS

1. Terms and Conditions are non-negotiable.
2. Sponsor Eligibility. **ADP, Inc ("ADP") reserves the right, in its sole discretion, to determine the eligibility of any company, person, display, or product and based thereon deny access to, or use of, the event, the exhibit hall, and/or any exhibit space.**
3. Exhibition Space Assignments. **All exhibition booth space locations are assigned at the discretion of ADP and will be communicated to sponsors no later than March 2, 2023.**
4. Display Regulations.
 - a. Design. **You will be provided a kiosk with your company branding.**
 - b. Lighting. **The use of attention-grabbing strobe, flashing, or rotation lighting devices is prohibited.**
 - c. Noise. **Any music or entertainment projecting beyond the assigned exhibition booth space is prohibited.**
 - d. Signage. **You are prohibited from using any company identification outside your assigned exhibition booth/kiosk (i.e., NO Banner Stands, etc.).**
 - e. Hazardous Materials. **No unsafe or harmful materials may be brought on or stored on the premises or within the booth space or placed on display.**
 - f. Inappropriate Displays. **ADP reserves the right to prohibit and evict sponsors whose presentations are deemed offensive or in appropriate in any manner. In the event of such prohibition or eviction, ADP shall not be liable to sponsor for refund of exhibit or sponsor fees or other costs or expenses.**
5. Solicitation. **Any soliciting outside the confines of the sponsor's assigned exhibit space is prohibited.**
6. Competitive Events. **Sponsors are not permitted to plan any activities that conflict with the official conference program without ADP's prior written consent.**
7. Social Media. **Sponsors are encouraged to participate in ADP Meeting of the Minds social networking while adhering to the terms below:**
 - a. ADP Name/Logo. **When tweeting during the ADP Meeting of the Minds exhibition, use the official hashtag "#ADPMOTM." Use of the ADP Logo and ADP Meeting of the Minds Logo in any fashion, by any entity, for any purpose, is prohibited without the prior written consent of ADP.**
 - b. Promotional Messages. **Participating vendors may make reference to "ADP" or "ADP Meeting of the Minds" in their user account profiles, but not the branded name(s), i.e., the Twitter account "@CompanyName ADP MOTM" would not be allowed but use of language such as "We are an official sponsor of #ADPMOTM" in a branded Twitter profile description would be allowed.**
 - c. Restricted Times. **Tweeting marketing messages during General Sessions is prohibited. (See conference agenda.)**
 - d. Photography/Recording. **Attendees, staff and exhibits may not be photographed or videotaped unless permission by the authorized individual is granted. This policy also extends to photo or video sharing via social networks (i.e., photo-sharing services like Twitter, YouTube, Instagram, Flickr, Facebook, SnapChat, etc.).**
 - e. General Conduct. **Sponsors and third-party organizations participating in social networking regarding the ADP Meeting of the Minds meeting should ensure all of their communications about ADP Meeting of the Minds are respectful and professional. Note: Attendees with a 'do not photograph' icon on their attendee badges cannot be photographed or recorded on video.**
 - f. **NO outside photographers or videographers allowed**
8. Sponsorship Packages.
 - a. **ADP must approve all communications going to attendees as part of the sponsorship packages.**
 - b. **Direct communication with attendees outside of approved channels is strictly prohibited.**
9. Booth Staffing. **Sponsor's booth must be continually staffed during exhibit hours specified by ADP. If exhibit space is not occupied one hour prior to show opening, the space will be forfeited without refund and the Sponsor will be responsible for any decorating expenses incurred to make the space presentable.**
10. Labor and Contractors. **Sponsors are required to observe all applicable union contract requirements.**
11. Indemnity. **Each sponsor shall indemnify and hold harmless each of ADP, American Express Travel, [venues and Marriott, and the affiliates and subsidiaries of each of the foregoing, for all liability in any way related to Sponsor's exhibit or any act or omission of Sponsor or any of its affiliates or any of their employees or agents; including, without limitation, infringement of any trademark, copyright or other rights (intellectual or otherwise) of any third parties, accident or injury to any third party, including invitees, guests, other sponsors, their agents and employees, and including loss or damage to personal property.**
12. Exposition Location Rules. **Sponsors shall not violate, or cause any violation of, the rules of the exposition location.**
13. Installation, Show, and Dismantling. **ADP Meeting of the Minds hours and dates shall be those specified by ADP. Packing of exhibits prior to the close of the exposition is prohibited. Sponsors shall be liable for all labor, storage and handling charges for failure to remove exhibits by specified time and date.**
14. Cancellation Policy. **In the event of cancellations, there will be an administrative charge of 50 percent of the total Sponsor/Exhibit fee for all cancellations received on or prior to January 12, 2023. No refunds will be given for cancellations received on or after January 13, 2023. ALL cancellations must be sent via email to ADP at linda.house@adp.com,**
15. Badge trading is not permitted. Additional conference passes are available for purchase.
16. Leads any leads that are collected by a sponsor are property of the sponsors and, subject to applicable law, may be used to communicate with them.
17. **Sponsors may prepare their kiosks starting at 3:00 p.m. on Tuesday, March 14, 2023. Any exhibit space not occupied one hour prior to show opening on Wednesday, March 15, 2023, will be forfeited without refund.**
18. **No booth may close before 4:30 p.m. on Thursday, March 16, 2023. Exhibit materials must be removed by 6:30 p.m. on Thursday, March 16, 2023. Any exhibit materials not so removed will be stored by show management and the Sponsor agrees to be responsible for payment of charges relating to such removal, including labor, handling, and storage.**
19. **Neither ADP, Inc, American Express Travel, Freeman nor the venues or hotels will be held liable for damage or loss of exhibit property resulting from any cause. Any claims for any such loss, damage or injury are waived by the Sponsor.**
20. Sponsors may not, at any time during the conference, make statements or representations, or otherwise communicate, directly or indirectly, in writing, orally, or otherwise, or take any action which may, directly or indirectly, disparage ADP INC. or any of its subsidiaries or affiliates or their respective officers, directors, employees, advisors, businesses or reputations. Notwithstanding the foregoing, nothing in this Agreement shall preclude Sponsor from making truthful statements that are required by applicable law, regulation or legal process.
21. [COVID-19 Policy.
Attendees must observe any event-specific COVID policies, which (if any) will be provided prior to the event. Policies for the event will be based on any local, state, and federal requirements applicable at that time. [COVID policies for this event may include requiring attendees to present proof of vaccination and/or a negative COVID-19 test that meets certain parameters, and/or may require in-person attendees to wear a mask in group settings.]]



Always Designing
for People®

www.motm.adp.com

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ABOUT ADP®

Designing better ways to work through cutting-edge products,
premium services and exceptional experiences that help to enable people to reach
their full potential. HR, Talent, Time Management, Benefits and Payroll.

Informed by data and designed for people. Learn more at ADP.com