

Exhibitor Terms and Conditions

Forms of Payment:

Exhibitor registration payments made online are made via Payscale. Payscale is the online payment processor used by NJHIMA. Payscale does not offer refunds or exchanges. Any request for refunds and/or exchanges must be made through NJHIMA and NJHIMA will determine the eligibility. See Cancellation policy below.

You may choose to have an invoice sent to you, and pay via check. An invoice will be emailed to the email address that you have entered. All checks should be addressed to NJHIMA, 760 Alexander Road, PO Box 1, Princeton, NJ 08543. If at any time a check is returned for insufficient funds, you will be responsible for paying for all returned check service charges.

Cancellation Policy:

All Exhibitor booth registration cancellations made before May 15th will be refunded, minus a \$125 cancellation fee. Any cancellations made after May 15th will NOT be refunded. Cancellations must be made via email. Please email: NJHIMA@njha.com.

Any changes to registration information must be made via email. Please email: NJHIMA@njha.com to make these changes.

Exhibitor Agreement:

The exhibitor agrees to release and hold harmless the New Jersey Health Information Management Association, its officers, representatives, agents and directors for all liability whatsoever for any loss, damage, or injury resulting directly or indirectly from any cause whatsoever in connections with the NJHIMA Annual Meeting and execution of this agreement.

Authority to Register and/or to Act as Agent. You represent and warrant to NJHIMA that you have full legal authority to complete this registration, including full authority to make use of the credit or debit card to which registration fee will be charged. In addition, if you are registering third parties, you represent and warrant that you have been duly authorized to act as agent on behalf of such parties in performing this event registration. By proceeding with this registration, you agree that the terms of this registration agreement shall apply equally to you and to any third parties for whom you are acting as agent.