

Exhibit Rules and Regulations

The Exhibitor Agrees:

- A. All provisions of the Exhibit Rules and Regulations as shown below and on the reverse side will be part of this contract. All matters and questions not covered by these rules and regulations are subject to the decision of NAICC.
- B. This contract is for:
 - One 10' wide x 10' deep space in the Exhibit Hall.
 - The Exhibit Hall is carpeted.
- C. Reservation of space is considered accepted only when the exhibitor receives written confirmation from NAICC.
- D. The Exhibitor must, at his/her expense, maintain and keep in good order his/her exhibit and the space for which he/she has contracted.

Exhibit Personnel:

- A. Each exhibiting company shall receive one full conference registration.
- B. Additional full conference registration(s) allowing admittance to all educational sessions, meals and receptions may be purchased by the exhibitor at \$250 / person.
- C. All Exhibitor personnel attending the Convention and Trade Show and who participate in set-up and/or move-out of exhibits, shall be required to register for the meeting/trade show and have proper identification (official name badges/ribbons must be worn at all times on the show floor.)

Cancellations and Refunds:

- A. Cancellations or reductions of booth space on or prior to NOVEMBER 1, 2007, are subject to a \$250 processing fee per booth. If cancellation or reduction of space is made after NOVEMBER 1, 2007, there will be NO refund and all space contracted for must be paid in FULL.
- B. All notices of cancellation or reduction of space must be received in writing on or before the date specified by the NAICC office.

Booth Furnishings and Electrical:

- A. Exhibitor kits will be sent to all confirmed exhibitors directly from the official decorator and will include forms necessary to order electricity, booth furnishings, etc. (tables and chairs are available from GES for an additional charge).
- B. There is an additional fee for electricity. This service is NOT covered in the exhibit fee. You may request electrical service by completing the Electrical Request form which will be mailed to you as part of the exhibitor packet.

Shipping:

All shipments must be shipped to the designated decorator. A form will be included in the exhibitor packet.
SHIPMENTS MAY NOT BE SENT DIRECTLY TO THE HOTEL.

Liability:

[EXHIBITOR] hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify and save NAICC, the Hotel, its owners, its operator, Starwood Hotels & Resorts Worldwide, Inc., and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of Hotel and its employees and agents.

[EXHIBITOR] shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and Contractual Liability Insurance, insuring and specifically referring to the Contractual liability set forth in this Exhibit, in an amount not less than \$2,000,000 Combined Single Limit for personal injury and property damage.

Hotel, its owners, its operator, and Starwood Hotels & Resorts Worldwide, Inc. shall be included in such policies as additional named insureds. In addition, [EXHIBITOR] acknowledges that neither Hotel, its owners, its operator, nor Starwood Hotels & Resorts Worldwide, Inc. maintain insurance covering exhibitor's property and that it is the sole responsibility of [EXHIBITOR] to obtain business interruption and property damage insurance insuring any losses by [EXHIBITOR].

Exhibit Room Decor:

- A. Use of tape, paste, tacks, nails or other such devices affixing displays to the walls and other permanent structures within the exhibit hall is forbidden.
- B. All aisle or corridor space is under control of NAICC and shall not be used for demonstration purposes or literature distribution.
- C. Hanging displays from the ceiling of the exhibit hall is forbidden.

Other Items:

- A. No space shall be sublet for any reason.
- B. NAICC reserves the right to reject or prohibit any exhibitor or proposed exhibit which, in its opinion, is not suitable to or in keeping with the character of the conference. This reservation concerns persons, things, conduct, printed materials, souvenirs or other matter affecting the character of the exhibit. No lobbying will be permitted in line of traffic.
- C. Because NAICC retains a non-profit status, direct solicitation and exchange of monies in the exhibit hall is prohibited.
- D. All exhibitors who award door prizes must abide by the guidelines set by NAICC.