

TERMS AND CONDITIONS

Application for Exhibit Space: A fully completed application must be submitted to the designated address at least two weeks prior to the conference. All exhibitions shall relate to the activities of MGCA/WRGA and its members and shall not detract from the general character of the conference. Accordingly, MGCA/WRGA reserves the right to decline any exhibit application which it feels, at its sole discretion, is not appropriate for the Conference. MGCA/WRGA's decision will be final.

Space Assignment: The Associations will assign space on a first come, first serve basis prior to the conference based upon the date complete exhibit registration and payment is received. Upon arrival for setup Thursday morning, go to your designated space identified by sign. Exhibitors may not alter locations of booths.

Storage of Crates, Cartons, and Extra Materials: Storage of any material in space behind booth is prohibited.

Electricity: Electrical power for your space may be ordered by filling out the appropriate form provided by the Hyatt and returning it directly to the Hyatt. Exhibitor's need or use of electricity is not covered in this exhibitor agreement. The exhibitor must arrange all electricity needs separately with Hyatt. Building utility outlets are not part of booth space and are not to be used by exhibitors unless specified otherwise.

Sales: Sales may be made on the floor, however may not be conducted outside of the Associate Members business area. Exhibitors are responsible for obtaining any and all permits for conducting sales and paying all appropriate taxes.

Music Copyrights: Exhibitors are solely responsible for the paying of any music royalties for the playing of music in their display areas. The Association is not responsible for these fees.

ADA Compliance: All displays must comply with the provisions of the Americans With Disabilities Act. It is the exhibitor's responsibility to ensure that they are in compliance with the Act. Nametags must be worn at all times for verification of registration and identification purposes.

Liability: The Mid-American Greek Council Association and the Western Region Greek Association and the facility in which exhibits are housed will not be responsible for any injury, loss, or damage that may occur to an exhibitor, the exhibitor's employees or property, or to any other person prior, during, or subsequent to the period covered by the exhibit contract. Each exhibitor assumes the entire responsibility and hereby agrees to protect, indemnify, defend, save and hold harmless MGCA/WRGA and the facility in which exhibits are housed and their employees and agents against all crimes, losses, damages to persons or property, governmental charges of fines and attorney's fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy, or use of exhibition premises or part thereof.

Smoking: There will be no smoking allowed in the Exhibit area.

Payment of License Fees/Taxes: Exhibitors shall be solely responsible for the payment of any ASCAP or BMI licensing fees, the payment of any sales or for the collection and payment of any sales or other tax necessitated by any sales tax or promotion within its booth or any other place on the Conference premises during the course of the said Conference. MGCA/WRGA shall not be responsible for the payment of such fees or tax, and the exhibitor hereby expressly holds MGCA/WRGA harmless for the obligation of the payment of any such fee or tax and further agrees to indemnify MGCA/WRGA in the event that a demand for the payment of any such fee or tax is made upon MGCA/WRGA. MGCA/WRGA reserves the right to prohibit sales. Vendors are responsible for acquiring appropriate licenses.

Mandatory Deposit/Assignment of Space - Each exhibit space shall be assigned by MGCA/WRGA in the order in which applications and deposit checks are received. A non-refundable deposit (\$250) for each booth space must be forwarded with the application. Exhibit hall space shall not be assigned until the deposit has been received with the application. The number of booths which an exhibitor may rent shall be limited only by exhibition hall space requirement.

Exhibitor Registration: Exhibit booth costs include one complete registration including meals. All additional Conference registration for representatives is \$150. All representatives must be registered with the conference. Individuals not registered, but in the display area, will be removed and the firm's display closed immediately. Meals are not included in the registration, but may be purchased for the following amounts:

Opening Luncheon (Friday) \$40.00

Prof. Luncheon (Saturday) \$40.00

Banquet (Saturday) \$60.00

Logos and Trademarks: The MGCA/WRGA and Conference logo and name are registered trademarks of the Association and may not be duplicated without prior written permission of the Executive Director. Please submit a detailed picture and description of how the MGCA/WRGA logo will be used. Allow two weeks for the processing of all requests and realize that permission will not be granted for the use of the logo on items that promote or support the use or misuse of alcohol or other substances, or items, which have sexual connotations.

Cancellation Deadlines: No refund shall be made on the mandatory deposit for exhibit space. Further, any exhibitor who pays the full amount and cancels the contracted booth(s) within two weeks of the events will forego any refund of the balance paid. Further, no refund shall be made to any exhibitor who fails, for any reason, to occupy the space reserved.

Additional Furniture/Electric: Additional furniture (tables, chairs, etc.) and electricity will be available to exhibitors at an extra charge and pending availability. Please forward requests to the Hyatt Regency. The cost for such additional services shall be at the sole expense of the exhibitor.

Insurance: Each exhibitor acknowledges that MGCA/WRGA and the facility in which exhibits are housed does not maintain insurance covering exhibitor's property or persons, and that it is the sole responsibility of each exhibitor to obtain business interruption, property damage, extra territorial, personnel, public liability and any other related insurance. Such coverage should be arranged through the exhibitor's regular insurance carrier.

Hold Harmless: Exhibitors shall hereby protect, safe and hold MGCA/WRGA and the management of the Conferences and hotels, their respective employees, agents, contractors, and subcontractors harmless from any and all claims arising for loss, costs, liability, expense or any other claim arising from, out of an/or by reason of the exhibitor's occupancy and use of the exhibition premises or exhibition booth or any part thereof during the course of the Conferences. The indemnification also extends to the payments of or liability for nonpayment of any fee or tax levied upon the distributor.

Alcoholic Beverages: The sale, distribution and/or consumption of alcoholic beverages in the exhibit hall or conference shall be strictly prohibited.

Prohibited Posting/Stickers: No stickers, decoration, poster, sign or similar items shall be posted on, tacked on, nailed, screwed, distributed or otherwise attached to any column, wall, floor or any other part of the exhibition hall and/or conference building or furniture.

Damage to property of others - Exhibitors agree not to injure, deface or to otherwise damage the host property of others. If such damage occurs, the exhibitor is liable to the owner of the property.

Insurance - Each exhibitor acknowledges that MGCA/WRGA and the facility in which exhibits are housed does not maintain insurance covering exhibitor's property or persons, and that it is the sole responsibility of each exhibitor to obtain business interruption, property damage, extra territorial, personnel, public liability and any other related insurance. Such coverage should be arranged through the exhibitor's regular insurance carrier.