

## EXHIBIT RULES

### IEEE/NSREC Nuclear Space Radiation Effects Conference

1. **Exhibit Hours:** Every effort is being made to assure attendees' participation in the IEEE NSREC industrial exhibit. For specific hours of the exhibit, please refer to the exhibit schedule. To encourage foot traffic, catered functions will be held in the exhibit area.
2. **Contract:** This application, properly executed by the applicant, shall, upon written acceptance and notification of booth(s) assigned by the IEEE/NSREC Committee or its agent, constitute a valid and binding contract.
3. **Qualification for Exhibitor:** Exhibitors must be manufacturers that produce products or perform services that conform to the subject matter covered by the IEEE/NSREC technical program. IEEE/NSREC reserves the right to accept or reject any exhibitor.
4. **Exhibitor Space Rental Charge:** Exhibiting space will be rented at \$2,400 for each 8-ft. deep by 10-ft. wide booth. The deadline for reserving exhibit space is June 1 or whenever booths are sold out. Payment in full must accompany the signed and completed Exhibit Application Form. **Purchase orders are NOT accepted.**
5. **Cancellation Policy:** Due to advance financial commitments, refunds requested after May 1 cannot be guaranteed. Consideration of requests for refunds will be processed after the conference.
6. **Booth Materials Provided by the Conference:** Each booth will be supplied with an 8-ft.-high cloth drape background with 36-in. high side dividers. Booths will be furnished with one 6 foot, draped table, 2 side chairs and one 7 x 44 in. exhibitor identification sign. Sign requests must be submitted 30 days prior to the exhibit.
7. **Exhibitor Registration:** Each exhibiting company will receive one (1) complimentary technical session registration and two (2) Exhibit Booth Staff badges for each 8' x 10' booth rental. Additional Exhibit Booth Staff badges are \$100.
8. **Security:** Standard overnight surveillance will be provided by the exhibit site; however, exhibitors are asked to insure all exhibit material against loss or damage. IEEE/NSREC, the exhibit site and their officers, employees, agents, and representatives will not assume or otherwise be responsible for any injury, loss or damage to the exhibitor, the exhibitor's officers, employees, agents, or representatives or their property, however caused.
9. **Service Contractor:** All exhibitors will receive equipment and service order forms at least 45 days prior to the Conference.
10. **Freight Movement:** All freight sent to the Service Contractor will be placed in exhibit booths by the established setup time. Exhibitors may deliver their own equipment directly to the exhibit booths after that time.
11. **Installation/Dismantling:** Please refer to exhibit schedule for specific installation and dismantling times.
12. **Compliance with Local Rules:** Exhibitors assume responsibility for compliance with pertinent ordinances, regulations, and codes of duly authorized local, state and federal governing bodies concerning fire safety and health, and the rules and regulations of operators and owners of the property in which the exhibit is held.
13. **Union Jurisdiction:** Exhibitors will abide by and comply with rules and regulations concerning local unions having jurisdiction over the hotel in which the exhibit is held, and specifically in the exhibit area and loading docks.
14. **Loss or Damage:** Because of the tremendous value and peculiar nature of the exhibits it is impractical for either IEEE/NSREC or the conference site to insure any exhibitor's equipment against loss, theft, or damage and breakage. Therefore, IEEE/NSREC, the exhibit site, and their officers, employees, agents or representatives will not assume or otherwise be responsible for any injury, loss, or damage to the exhibitor, the exhibitor's officers, employees, agents or representatives, or their property, however caused. In addition, the exhibitor must assume responsibility for property damage to the exhibit site and indemnity and hold harmless the exhibit site and IEEE/NSREC for all liability that might arise out of the exhibit activities, whether or not such liability includes the sole or joint negligence or the sponsor from any cause whatsoever, including property damage, accidents, or injuries to exhibitors, their agents and employees, or to any member of the general public. In view of the foregoing, exhibitors should place such insurance as they deem necessary on their equipment and exhibits and are urged to extend their public liability insurance to cover this exhibit and the contractual liability assumed therewith.