

2020 Exhibit Booth Contract Rules & Regulations

78th Annual Convention | November 9-12, 2020

1. AGREEMENT OF TERMS & CONDITIONS

The rules and regulations stated in this document as well as on the exhibitor contract, on the ISBA website(s), and/or on ISBA promotional documents, constitute a bonafide part of the contract for exhibit space. The ISBA reserves the right to render all interpretations and decisions, should questions arise, and to establish further regulations as may be deemed necessary to the general success and well being of the exhibit show.

2. APPLICATION FOR EXHIBIT SPACE & PAYMENT POLICY

Applicants for exhibit space are required to execute and forward an Application and Exhibit Booth Contract to the ISBA. To be valid, each application must be submitted with payment and must be signed by an authorized signer of the company. Each exhibit booth costs \$350.00. ISBA Business Partners may receive a discounted booth rate based on their level of membership. Exhibitors may be entitled to more than one booth if available.

3. CONVENTION PROGRAM BOOK & PASSPORT OPPORTUNITY

ISBA will provide exhibitors with the opportunity to be included in the Convention Book and participate in the Passport Program. In order to be included in the Convention Book and participate in the Passport Program, ISBA must receive the exhibitor's information no later than October 1, 2020. After this date, ISBA will make attempts to include the exhibitor in these opportunities, but cannot guarantee inclusion.

4. RESTRICTIONS

Management reserves the right to restrict exhibits that are not consistent and compatible with adopted ISBA values and that unfairly exploit ISBA products and services. Management also reserves the right to restrict exhibits that become objectionable because of noise, method of operation, materials, or for any other reason, and also prohibit or to evict any exhibit that, in the opinion of the management, may detract from the general character of the ISBA Exhibit Show or ISBA Annual Convention as a whole. This restriction includes persons, things, conduct, printed material, or anything of a character that the management determines is objectionable. In the event of such restriction or eviction, ISBA is not liable for any refunds or other exhibit expenses.

5. SALES

Exhibitors are permitted to make sales on the exhibit floor. Obtaining the appropriate licenses or permits as required by law, collecting and remitting sales taxes, and any other legal business requirements are solely the responsibility of the exhibitor.

6. CANCELLATION

Refunds for cancellations will not be allowed unless that specific space is resold. All cancellations and refund requests must be made in writing to ISBA's Chief Deputy. A \$100 cancellation fee will be deducted from all refunds made before October 1, 2020. Refunds made on or after October 1, 2020 will be 50% of the booth fee. No refunds will be given after October 15, 2020. Failure to occupy booth space does not release the exhibitor from the obligation to pay for full cost of the rental.

These terms shall apply regardless of the execution date of this contract as well as the amount of payment(s) to be received to date. Any company contracting for space that fails to make payment as herein provided, whether said company desires to exhibit or not, shall forfeit all rights to the use of the selected exhibit space and ISBA will have the right to dispose of said space in any way it sees fit. An exhibitor who fails to pay for and occupy said space shall be and remain liable for the payment agreed upon.

ISBA will not be held liable for the fulfillment of this contract as to the delivery of exhibit space if non-delivery is due to any of the following causes: act of God, public enemy, lockouts, riots, terrorism, threat of terrorism, epidemics, government regulations or advisories, floods, fires, unavailability of communication or utility lines, earthquakes, wars, or insurrections, strikes, the authority of the law, postponement or cancellation of the Convention, or for any cause beyond its control.

7. AMENDMENTS TO TERMS & CONDITIONS

Any and all matters or questions not specifically covered by the terms and conditions herein shall be subject to the sole discretion of the ISBA. Any changes, amendments, or additions made shall be binding on exhibitor equally with the other terms and conditions contained herein.

