

2023 ANNUAL CONFERENCE & J. T. VAUGHAN EQUINE CONFERENCE EXHIBIT/SPONSOR TERMS AND AGREEMENT

Meeting Production and Management: Annual Conference & J. T. Vaughan Equine Conference, including the exhibit hall, are produced and managed by Auburn University College of Veterinary Medicine, hereinafter referred to as the "AUCVM".

1. CONTRACT CONDITIONS:

The terms and conditions of these Official Regulations shall apply to and be in effect between AUCVM and any exhibitor whose application is accepted and to whom booth space is rented. All points not covered are subject to the decision of AUCVM, whose word will be final.

2. APPLICATIONS FOR EXHIBIT SPACE:

Applications by exhibitors shall be made on the official application only. AUCVM shall accept or reject each application received and will furnish additional information to each exhibitor whose application has been accepted. Booth space will be assigned by AUCVM, guided by the requirements of the exhibitors and their choice of location wherever possible. However, AUCVM reserves the right to rearrange or renumber the floor plan and relocate any exhibit if it appears necessary for the general good of all exhibitors.

3. RENTAL:

Booth price includes booth space, one draped 6ft. table, two chairs, and one wastebasket. Any other services required by the exhibitor must be acquired from the appropriate service contractor and paid for by the exhibitor. This application for booth space must be signed by a duly authorized agent of the exhibitor and accompanied by payment as indicated in the payment policy. Failure to comply can result in loss of booth space. Returned checks will be assessed a \$25.00 service charge, and may result in loss of booth space. We agree to comply with all contract conditions, rules and regulations governing the exhibit area. Any payment made shall be refundable in accordance with the Cancellation Policy. Any exhibitor reserving a booth who fails to abide by the above payment schedule, or fails to occupy his space by the exhibitions opening, shall forfeit all rights to the use of assigned space, and AUCVM reserves the right to dispose of such space with no refund to the exhibitor, in such a way as they may consider to be in the best interest of the exhibition, without any liabilities to AUCVM, the landlord or exhibitor services.

4. EXHIBITOR SERVICE:

AUCVM will select official suppliers for booth decorations, signs, electrical, drayage, exhibit erection and booth cleaning. After AUCVM receives your application for exhibit space, an exhibitors' information kit will be provided containing information pertinent to planning your exhibit.

5. RESTRICTIONS IN OPERATION OF EXHIBITS:

- a) **NOISE MAKING DEVICES:** Exhibits which include the operation of musical instruments, radios, talking motion pictures, public address systems, or any noise making machines, must be conducted or arranged so that the noise resulting from the demonstration(s) will not annoy or disturb adjacent exhibitors.
- b) **CARE OF BUILDING EQUIPMENT:** Exhibitors or their agents shall not injure, deface the walls of the building, the booths or the equipment of the booths. Exhibitors are forbidden to drive tacks, nails, or screws into the walls or woodwork. When such damage appears, the exhibitor is liable to the owner of the property so damaged.

- c) **FIRE PREVENTION:** All booth decorations must be flame proof, and all hangings must clear the floor. Electrical wiring must conform to the National Electrical Code Safety Rules. If inspections indicate that any exhibitor has neglected to comply with these regulations or otherwise incurs fire hazard, the right is reserved to cancel all or such part of his/her exhibit as may be irregular. City fire regulations must be observed. All fabrics decorative or otherwise must be flame-proofed in accordance with the fire prevention requirements of the City of Auburn, Alabama.
- d) **SAFETY PRECAUTIONS:** Exhibitors shall take all necessary precautions for the safety of their personnel, other exhibitors and all other persons upon the premises, and shall comply with all applicable provisions of federal, state and municipal safety laws, building codes and ordinances to prevent accidents or injuries.
- e) **MAINTENANCE OF BOOTH SPACE:** Exhibitors shall keep their booth space clean and orderly at all times, and shall not engage in any activity which would unduly interfere with visitors or other exhibitors, or would be in violation of law, regulations or ordinances. A representative of the Retail or Wholesale Exhibitor shall be attending the booth while the exhibition is open to the public.
- f) **CONSTRUCTION:** In general, each exhibitor is entitled to a reasonable sightline from the aisle regardless of the size of his/her exhibit. Specific construction limitations will be included in the Exhibitor Service Kit.
- g) The Exhibitor agrees to produce his/her exhibit in dignified taste and in keeping with the reputation and image of AUCVM.
- h) **ENFORCEMENT:** The Exhibitor agrees to comply strictly with the applicable terms and conditions contained in the agreements between the Landlord, the Sponsor, and AUCVM regarding the Exhibition premises. AUCVM reserves the right to restrict exhibits which because of noise, method of operation, materials, or any other reason become objectionable, and also to prohibit or evict any exhibit which in the opinion of the AUCVM may detract from the general character of the exhibit as a whole. This reservation includes persons, things, conduct, printed matter, or anything of a character which AUCVM determines is objectionable to the exhibit or does not conform to the standard of the Exhibition. In the event of such restriction or eviction, AUCVM is not liable for any refund or other exhibit expenses.
- i) **NO ASSIGNMENT OR SUBLETTING:** Exhibitors shall not assign or sublet any space rented by them, nor shall they in any way represent, exhibit, solicit, demonstrate or advertise on behalf of any person or manufacturer, merchandise, equipment or services, unless such merchandise, equipment or services is sold, distributed or provided on a continuing basis by the Exhibitor.
- j) Exhibitor expressly agrees not to dismantle her/his exhibit or begin any packing before the closing hour (1:45 p.m. on Friday, October 6, 2023) of the Exhibit Hall. Exhibitor must vacate exhibit hall by 3:00 p.m. on Friday, October 6, 2023.

6. LIABILITY:

- a) **STATEMENT OF POLICY:** AUCVM, Sponsor, Landlord and Exhibitor's Service, and their officers and staff members disclaim all liability for damages, or losses caused any Exhibitor by fire, water, flood, windstorm, utility failures, rodents, acts of vandalism, insurrection, civil disorder, strikes, criminal acts, or theft. AUCVM will not be responsible for any failure of electric or other services. Exhibitors wishing to insure their goods must do so at their own expense. If unusual equipment is to be installed, or if appliances that may be subject to fire codes are to be used, the Exhibitor should communicate with AUCVM for information concerning facilities or regulations. No Exhibitor shall allow any article or thing to be brought into, or any act to be done on the premises which will increase the premium on any policy or policies of insurance held by AUCVM, the Sponsor, the Landlord, or the Exhibitor's Services, or which

may cause any such policy or policies of insurance to be canceled. And further, the Exhibitor shall at all times protect, indemnify, save and keep harmless AUCVM, Sponsor, Landlord, and the Exhibitor's Service against any and all loss, cost, damage, liability, or expenses arising from or out of or by reason of any accident or other occurrence to anyone, including the Exhibitor, its agents, employees and invitees, which arises from or out of or by reason of said Exhibitor's occupancy and use of the Exhibition premises or a part thereof.

b) PERTAINING TO THEFT AND LOSSES: AUCVM, Sponsor, Landlord and Exhibitor's Service and their officers and staff members will not be responsible for loss of equipment or damage to equipment.

c) The Exhibitor agrees to protect, indemnify, save and keep harmless AUCVM, Sponsor, Landlord, and Exhibitor's Service against alteration or cancellation of any previously advertised event, or section of the show deemed necessary by AUCVM, Sponsor, Landlord, or Exhibitor's Service for the overall success of the show.

7. INTERPRETATION AND AMENDMENTS:

AUCVM shall have the full power to interpret and enforce all rules contained herein and the power to make amendments thereto and to enact such further rules and regulations as shall be considered necessary for the proper conduct of the Exhibition.

8. CORRESPONDENCE:

All correspondence relative to exhibits should be directed to Meredith Smildsin c/o Auburn University College of Veterinary Medicine, 180 Greene Hall, Auburn University, Alabama, 36849 or by email at vetconf@auburn.edu.

9. Registration and attendance at AUCVM Annual Conference and other activities constitutes an agreement by the registrant to AUCVM's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videos, electronic reproductions, marketing efforts and materials, and audiotapes of such events and activities.