

VAASL 2016 Conference

Exhibitor Rules and Regulations

These regulations are established for the mutual protection of VAASL and the exhibitors. It is the responsibility of each member of the exhibiting firm to be fully familiar with these regulations.

1. Agreement of Space

- Online registration and full payment of fees constitute an agreement by the Exhibitor for rental of the space requested.
- Receipt of a completed application and all fees does not guarantee acceptance by VAASL if exhibit space is not available or in the unlikely event that the VAASL Board determines the exhibit would detract from the general character of the Exhibit Hall as a whole.
- The agreement will not be binding upon VAASL in the event of strikes or other circumstances beyond VAASL's control.
- For the integrity of the Exhibit Hall, exhibitors are required to follow the VAASL Exhibit Schedule and be in attendance the entire time the Exhibit Hall is open to participants.

2. Assignment of Space

- Booths will be assigned based on sponsorships, order of payment received, traffic flow and security. Register early for the best choice of booths.
- Due to the number of participating vendors and the configuration of the various exhibit halls, special accommodations as far as placement beside or away from specific vendors cannot be guaranteed.
- Your completed online registration and payment must be received by September 23, 2016, for you to be included in the conference program

3. Use of Space

- All demonstrations or other activities must be confined to the limits of the exhibit booth space. Displays shall not be placed in such a manner as to interfere with other exhibitors.

- In the interest of the safety of our attendees and vendors, no floor exhibit modules will be allowed on table tops.
- Showing of projected pictures will only be permitted within the confines of the exhibitor's booth.
- Exhibitors operating sound reproducing equipment will be expected to keep the sound at a reasonable volume in order to avoid disturbing or interfering with other exhibitors.
- No exhibitor shall assign, sublet, or share space allotted.
- VAASL reserves the right to restrict, prohibit or evict exhibits, which in the opinion of the Board may detract from the general character of the Exhibit Hall as a whole. This may include persons, things, conduct, printed matter, or anything of a character that the management determines is objectionable to the exhibit. In the event of such restriction or eviction, VAASL is not liable for any refunds, rentals, or other exhibit expenses.

4. Cancellation

- Exhibits cancelled on or before September 23, 2016, will receive a refund of fees paid less a \$100.00 processing fee. After September 23, 2016, all fees are non-refundable.

5. Liability and Insurance

- The exhibitor is liable for any damage to floors, walls, booths, or equipment of the booths caused by the exhibitor or their agents.
- VAASL (including its officers, representatives, conference committee and any individuals or firms retained by it to assist in exhibit work) shall not be responsible or liable for any bodily injury or property damage, loss or destruction that may occur to the exhibitor or to any of the exhibitor's employees, personnel, or property, prior to, during, or subsequent to exhibitor's use and occupancy of the exhibit booth space.