



**TABLE TOP EXHIBIT CONTRACT**  
**October 1-2, 2013**  
**Sheraton Hotel <> Syracuse, NY**

**1 TABLE TOP EXHIBITOR INFORMATION**

**Important:** Please **PRINT** your company name exactly as you want it to appear in all promotion materials

Company Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
E-Mail \_\_\_\_\_ Company Web Address \_\_\_\_\_  
Name of Person to Receive all Exhibitor information \_\_\_\_\_

**2 RENTAL FEES**

RadTech Member \$995.00       Non-Member \$1695.00  
**Total Due:** \_\_\_\_\_      **Total Due:** \_\_\_\_\_  
Five Booth Choices: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_  
Add a Sponsorship: \_\_\_\_\_ Amount: \_\_\_\_\_

**3 PAYMENT**

Check made payable to RADTECH or Credit Card \_\_\_\_\_  
Credit Card Security Code \_\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_

**4 PRODUCTS AND/OR SERVICES TO BE DISPLAYED**

Please list a description of the products/services that will be displayed in your table top exhibit:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5 SIGNATURES**

We, the undersigned, do hereby apply for the reservation of table top exhibit space in uv.eb EAST 2013. When executed by both parties, this shall constitute a binding agreement between RADTECH and the undersigned Exhibitor for the rental of said exhibit space at The Sheraton, Syracuse, NY as more fully described in sections 1-5 of this agreement.

We have read and agree to abide by the "Exhibitor Rules and Regulations" which are part of this agreement by reference and fully incorporated herein, the "Exhibitor Services Brief," and any such additional rules and regulations as may be adopted by RADTECH. We understand that any change in the information on this agreement must be made in writing.

Name (Please print) \_\_\_\_\_ Authorized Signature \_\_\_\_\_  
Title \_\_\_\_\_ Date \_\_\_\_\_

**6 CONTRACT VALIDATION**

To validate this contract, please fill in all sections completely. Be sure to sign the agreement and return it with the full amount due for booth space to:

RADTECH  
7720 Wisconsin Avenue, Suite 208  
Bethesda, MD 20814  
Fax: 240-209-2337

## **RULES & REGULATIONS**

Exhibits and Exhibitors are subject to the following regulations. "Management" refers to RadTech International North America, manager of the exhibit, and its service contractors.

### **I. Contract for Space**

This application, properly executed by Exhibitor, shall upon written acceptance and notification of space assigned by Management, be a valid and binding contract. After assignment, space location may not be changed without Management's prior written approval. Request for space will be assigned based upon the RadTech Show Point selection system. All exhibit space will be assigned on a first-come, first-served basis when a signed contract is received with payment. Should the facility or designated halls change after initial space has been confirmed, Management reserves the right to re-layout the exhibit hall and reassign space according to the point system.

### **II. Use of Exhibit Space**

Exhibits may not project beyond allotted space or interfere with the lighting or space of other Exhibitors. Aisles must be kept clear of exhibits, and Exhibitors may not interfere with the free flow of traffic. No Exhibitor may assign, sublet or share all or part of its space with other Exhibitors. Exhibitors may display only products and services they officially represent.

Demonstrations or related activities must be confined to Exhibitor's assigned space, as must distribution of circulars, catalogs, folders, promotion materials and devices. None of these may be distributed in the aisles, meeting rooms, registration areas, or any other rooms or areas of the Exhibit and Conference. Exhibits may not contain sound systems or noise-making devices that annoy or disturb adjacent Exhibitors. Management may restrict, reject, eject or prohibit any exhibit, in whole or part, which detracts from the exhibition due to sound, appearance, distribution of materials, personal conduct, or anything Management rules to be objectionable. In enforcing these regulations, Management is not liable for refunds of space rental or other expenses incurred by Exhibitor.

Management reserves the right to limit the rental of exhibition space, and the assignment of hospitality suites at the participating hotel, to those companies exhibiting products and/or services which are directly related to the UV/EB curing industry.

### **III. Table Top Exhibit Specifications**

One, six foot table with skirting will be furnished by Management.

### **IV. Installation and Removal of Exhibits**

All exhibits must be installed within the allotted time and remain open until the closing hour on the final day. Exhibitor shall not dismantle or start packing prior to closing time. No exhibit will be installed or removed during Exhibit hours. Exhibits must be removed by the time and date set forth by Management. Any exhibitor dismantling or removing their exhibit prior to the close of the show on the final day will forfeit all of their accrued space selection points for this show.

### **V. Conference Registration**

Exhibitors will receive one complimentary full conference registration as an exhibitor.

### **VI. Cancellation/Refund/Payment Policy**

Management will refund 50% of payments made if space, or any portion thereof, is canceled in writing up to 90 days prior to the exhibition opening. No refund thereafter. Exhibit space can be released by Management for non-payment of rental space fees that are more than 30 days past due. Any payments made to the date of release will be non-refundable.

### **VII. Liability**

Neither Management nor the Host Facility, its officers, employees or representatives is responsible for the loss, damage or injury to Exhibitor or Exhibitor's employees or property from any cause, before, during or after period covered by this contract. Exhibitor, upon signing this contract, releases Management, the Convention facility, its officers, employees and representatives from, and agrees to indemnify same against, any claims for loss, damage or injury.

Exhibitor assumes responsibility for accident, injury, or property damage to any person visiting their exhibit, where such accident, injury or damage is caused by negligence of the Exhibitor, or his employees or agents.

Exhibitors insuring exhibits, materials and/or personnel do so at their own expense.

Management is not liable for nonfulfillment of commitment for delivery of space due to exhibition premises being damaged, destroyed, or rendered unusable by fire, accident, act of God, or public enemy, strike, authority of law, or any other cause. If exhibition cannot be held or space delivered for that purpose, Management's sole liability is to reimburse Exhibitor the space rental fee, less any costs or charges paid or incurred by Management for advertising, administration and similar purposes.

### **VIII. Protection of Exhibit Facility Property**

Use of screws, bolts, nails, staples, tacks, pins, tape or other items that may deface or damage floors, walls, ceilings, doors or other exhibit facility property is prohibited. Exhibitors must repair damage at their own expense.

### **IX. Security**

Management shall provide guard service throughout the hours of installation, non-exhibit hours, and tear-down periods, and exercise reasonable care for the protection of Exhibitors' materials and displays. Beyond this, Management, the Convention facility or any officer or staff member thereof will not be responsible for the safety of the property of the Exhibitor, their employees or agents, from theft, damage by fire, accident, or any other cause. Exhibitors must provide their own insurance and/or policy riders to cover all booth contents.

### **X. Licensing Agreement/Fees**

Exhibitor acknowledges and accepts responsibility for securing any licensing agreements and royalty payments for the use of music, video or printed materials that may be protected under United States copyright laws.

### **XI. Photography & Videotaping**

The taking of photographs and/or videotaping is restricted exclusively to your own booth at all times. You may not photograph or videotape other Exhibitors' booths at any time.

### **XII. Utilities**

Management will exercise proper and reasonable care to insure that all services are installed and operational during show hours. However, Management cannot be held responsible for late installation or interruption of service.

### **XIII. Union Regulations**

Exhibitor agrees to abide by any union regulations that might be in force at the Convention facility or with all authorized service contractors hired by Management.

### **XIV. Handling and Storage**

Management and the owners/managers of the facility where the exhibition is to be held shall not accept or store display materials or empty crates. Exhibitors shall make their own arrangements for shipments, delivery, receipt, and storage of such materials and crates directly with the Host Facility. The Exhibitor must provide the Host Facility with all bills of lading. All shipments and deliveries to the Exhibition must be prepaid.

### **XV. Hospitality**

Exhibitor agrees to refrain from hosting any kind of activities that occur outside of the show floor during conference and show hours. This includes meetings, hospitality and off-site functions of any kind. Hospitality suites must be requested through Management.

### **XVI. Age Restrictions**

No one under the age of 18 will be allowed on the show floor at any time, including set-up, teardown and show hours.

### **XVI. Amendments**

These rules may be revised by Management and all points not covered are subject to Management's decision.

uv.eb EAST 2013  
Exhibits Floor Plan  
Syracuse, NY

