

ADMINISTRATIVE

The NAVC Community strives to provide the very best Conference experience possible for both our exhibitors and our registrants. We work with exhibitors as teammates, welcoming comments and suggestions at anytime. By signing up as an exhibitor you can be assured that we aim to make your experience a successful one.

Contract for Exhibit Space and addendum(s) with the Eastern States Veterinary Association, Inc. (Association) DBA North American Veterinary Community – NAVC Conference (NAVC)

The Exhibitor agrees to abide by these Rules and Regulations and all amendments thereto and the decisions of the Association. For purposes of this Agreement, the term "NAVC" shall mean the Eastern States Veterinary Association, Inc. The term NAVC is the dba for the Eastern States Veterinary Association, Inc. The term "Exhibit Hall" shall mean Orange County Convention (South Concourse). The term "Exhibitor" is also referred to as Industry Partner (IP) and means a company, firm or person who has applied for or been allocated any space in our Exhibit Hall or in a specific area in our hotels. The NAVC trademark is a federally registered trademark and is the exclusive property of the NAVC. The IP may not use the NAVC trademark in any manner without the NAVC's express written approval. All trademarks, service marks, and logos used by NAVC (collectively, the "Marks") are the exclusive property of NAVC and are protected by law and existing federal trademark registration and applications. NAVC grants you a limited, revocable, and nonexclusive right to use the Marks solely in connection with advertising your sponsorship of or participation as an exhibitor in the NAVC Conference, as the case may be. All use of the Marks shall inure to the benefit of NAVC. Except as expressly permitted pursuant to the foregoing license, you may not (i) take any action inconsistent with or adverse to or otherwise challenge NAVC's ownership or rights in and to Marks, (ii) intentionally change or alter the Marks, in any way, including without limitation, in appearance or spelling or change the case of letters, (iii) incorporate the Marks in your own brand name, trade name, corporate name, trademarks, service marks, logos or domain names, (iv) use the Marks to advertise, market or sell your goods or services or otherwise utilize Marks or NAVC's goodwill and reputation for your own commercial purposes, or (v) file any application or obtain any registration containing the Marks or any mark confusingly similar to Marks in any country.

Eligibility

The NAVC reserves the right to determine the eligibility of any exhibit for inclusion in its annual Conference, either before or after the proper execution of the Contract for Exhibit Space. All products and services to be exhibited must be directly related to use in the practice of veterinary medicine or enhances our Exhibit Hall. The NAVC reserves the right to require modification of any exhibit that, in its opinion, is not in character with the NAVC Yearly Conference. NAVC's acceptance of an Exhibitor does not constitute an endorsement of that organization's products and/or services.

Interpretation of the Rules

The NAVC shall have full power in the

interpretation and enforcement of all rules and regulations governing Exhibitors/IPs. All matters and questions not covered by the regulations shall be subject to the final judgment and decision of the NAVC. The regulations may be amended at any time by the NAVC upon written notice by the NAVC to such Exhibitors/IPs that may be affected by these amendments.

Assignment of Space

An existing Exhibitor/IP is provided an appointment to pick booth space based on NAVC Partner Power Points developed during the NAVC Conference 2015 for NAVC Conference 2018. This process has a floor plan that is open with only basic set up allowing Exhibitors/IPs opportunity to decide on space based on this RANK.

The NAVC reserves the right to rearrange the floor plan and may relocate any exhibit with the understanding that the Exhibitor shall be notified prior to such relocation.

Divisions of the Primary Company

Companies with multiple divisions may exhibit within one booth space and the individual divisions may be listed separately on the NAVC's website and in the Official Program Guide providing the following guidelines are met:

1. Each division must be solely owned by the parent exhibiting company
2. Not less than 100 square feet of exhibit space is purchased for each division listed (i.e. primary and two divisions must purchase at least 300 square feet of exhibit space)
3. Only the primary company will be listed on the complimentary booth sign provided by NAVC.
4. Multiple listing(s) must be approved in writing by show management.

Contracts & Payments

- 1) With booths set to be picked annually from a clean exhibit hall based on NAVC Partner Point System (RANK) contracts are developed after booth has been picked.
- 2) The Top 20 exhibitors based on the "Rank" pick space using a personal appointment November, December prior to NAVC Conference 2017 for NAVC Conference 2018. Once picked an invoice is provided and IP is provided December 31 to pay in full using 2017 booth prices and acquiring 2 points as part of the point system. Should IP decide not to use this opportunity IP will be sent a revised invoice with 2018 booth price and then follows below process for payment.
- 3) IPs that are in the RANK of Top 21 and higher are provided an on-line appointment beginning the end of February or first of March to pick booth space. Process is set so they go on-line and pay a non-refundable \$400 deposit and pick space they would like to have. This contract must be signed and 50% payment received by July 1, 2017 or the NAVC office must be contacted for special needs to keep this space.
- 4) As part of the Partner Point System IP is allowed to pay by May 31 and acquire extra points (full payment receive 2 points; 50% payment receive 1 point.
- 5) If payment is not received or arrangements not made by July 1, a certified letter is sent announcing release of space if not paid or if special arrangements are not made.

- 6) Booth space is opened to new exhibitors starting approximately April 1 following the on-line completion of booth picks by 2017 exhibitors. All new exhibitors/IPs can apply for exhibit space by going online at NAVC.com, completing the Exhibitor Registration and providing a \$400 deposit and with a list of their top 3 booth space options from the live exhibit hall map. New exhibitors are provided 30 days to make full-payment or to contact the NAVC office for special payment arrangements.
- 7) October 1 is deadline for all 2017 exhibitors that have picked booth space to pay 100% of booth cost or make special payment arrangements.
- 8) November 1 booth price goes up by 3% for all picking booth space.
- 9) 60-days out from October 1 a 3% penalty is added to outstanding balances for each exhibitor.
- 10) All exhibitors must be paid in full before allowed to exhibit on-site.

If Exhibitor fails to meet this payment schedule or has any other past due account with the NAVC, then NAVC may terminate the Contract for Exhibit Space, at its option and without penalty.

Payment must be made by certified check, money order or credit card in US funds. Checks should be made payable to the North American Veterinary Conference. The Exhibitor will not be allowed to occupy assigned space until all monies due the NAVC are paid in full.

Cancellation Policy

- All cancellations must be requested, in writing, to Susan Harris, NAVC Conference 5003 SW 41st Blvd. Gainesville, FL 32608-4930 or via email to NAVC.com/Contact Us
- Cancellation requests MUST be submitted in writing and received no later than November 1, 2017. Exhibitor/IP will be issued a refund minus a processing fee of 50% of booth price.
- Any submission received after November 1, 2017, will not be eligible for refund.

Registration and Badges

Booth registration is set up within the system when exhibitors sign up as an exhibitor and can be started immediately after booth is paid in full. Exhibitors are provided complimentary badges based on following formula: four (4) employees for the first 10x10 booth space and 3 for each additional 10x10 booth space and two (2) for the Non Commercial booths. Three hundred seventy five dollars (\$375) will be charged for each additional person registered that will have full registration (CE and food) and Two hundred thirty dollar (\$230) will be charged for each additional person registered that will have registration (No CE and No food). All exhibit registrations include: 1) continental breakfast, lunch in the exhibit hall, afternoon snack, CE, entrance to all entertainment, free lead retrieval for commercial booth, entrance into the Exhibit Hall 1.5 hours before opening and 1 hour following closing. All exhibitors are to register their booth personnel at NAVC.com by January 30, 2018. On January 31, 2018 confirmation letters are sent to all exhibitors with copy to manager.

An Exhibitor's badge is nontransferable. Each

representative of an exhibiting company must wear the official badge at all times while in the Exhibit Hall. Each Exhibitor must have his/her name badge displayed to enter the Exhibit Hall and to attend the NAVC lectures in the conference meeting rooms.

NAVC will provide wristbands through security to personnel wearing company attire during move-in and dismantling. Badges are required to enter Exhibit Hall on opening day.

Guest badges are available onsite for family members for \$80. This badge provides access into the exhibit hall and all evening entertainment but does not have lunch, CE and can not work the booth.

After Hours Admission to Exhibit Hall

Exhibitors wearing badges may enter the Exhibit Hall 1.5 hours before opening and 1 hour following closing. If other access is necessary, the NAVC Exhibits staff must be contacted and special arrangements made.

Responsibility for Information

It is the responsibility of the Exhibitor/IP to complete the information for our Official Program Guide and for the NAVC app through the exhibitor Portal on NAVC.com once contract is signed and payment received a password is provided. The information that is live prior to and during the NAVC Conference are: map, booth description, product category (3 key words), company name, address and website. This information must be completed by November 15, 2017 in order that we can assure your listing will be published. However, up-to-date information will be on our website and app immediately after you process any changes through your service center.

CE for Exhibitors/IPs

Exhibitors/IPs can acquire continuing education during the NAVC Conference by merely scanning badge as they enter into sessions. Exhibitors/IP registered may attend any scientific or management seminar offered by the NAVC, with the exception of any classes, labs, or events where additional fees are required. Those would have to be purchased. We have a Staff Exhibitor badge for those that need to work the booth but do not need CE at a discounted price (No CE, No Food).

Right of Entry and Inspection

The NAVC, in its absolute discretion, shall have the right at any time to enter the leased area occupied by the Exhibitor.

Errors and Omissions

The NAVC assumes no responsibility or liability for any services performed or materials delivered by the official show service contractor or other suppliers to the Exhibitor/IP, personnel, or agents. Any controversies that may arise between the Exhibitor/IP and the service contractor, supplier(s) or union representative(s) or personnel of either, in the Exhibit Hall, may contact the NAVC for resolution. The NAVC's decision(s) shall be final and binding.

EXHIBIT REGULATIONS

Booth Construction and Arrangement

All exposed parts of displays must be finished so as to present an attractive appearance when viewed from the aisles or from adjoining exhibits and not be objectionable to other Exhibitors/IPs. No part of an Exhibitors/IPs booth or display should obstruct an adjoining Exhibitors/IPs booth.

All booths must have floor covering (carpet, soft tile, etc.) so that there is no exposed concrete. Tents may not be utilized in any in-line space(s) but may be permitted in island-configured spaces. No helium balloons will be allowed as a giveaway or as a part of any exhibit. All booths must be constructed or arranged in such a manner as to be able to accommodate its viewing audience inside the booth so as to discourage the formation of a stationary crowd in the aisle(s). The NAVC reserves the right to review or restrict, on a case-by-case basis, exhibits that violate booth construction and arrangement regulations. In the event of such restrictions, the NAVC is not liable for any refunds of rentals or other Exhibitor expenses.

Height Restrictions

No part of the display may be in excess of ten feet (10') in height and shall not extend from the back wall more than five feet (5'), with the exception of island displays, which can't exceed 20 feet (20') in height.

Exhibitors who wish to use other than standard booth equipment and signs, or material conflicting in any way with the above regulations, should submit a detailed sketch of the proposed layout at least sixty (60) days before the conference or before construction is ordered to receive approval from the NAVC Exhibits Director.

Move-in, Move-out, Storage

Loading and unloading is permitted only across the loading dock and through designated Exhibit Hall doors for move-in and move-out.

All supplies, handouts, literature and samples must be confined to the Exhibitor's booth and not behind it. Packing crates and/or boxes are not permitted in booths during the exhibit period, but these, when properly marked, will be stored and returned to the booth by service contractor personnel during move-out. It is the Exhibitor's responsibility to mark and identify their crates or other packing material. Empty freight containers not properly marked or identified may be destroyed. The NAVC assumes no responsibility for contents of crates or boxes. Due to Fire Code regulations, it may be necessary to store empty crates and boxes outside of the building or offsite.

The Hotels may be able to assist you should you have a small amount of equipment or exhibit materials to bring into your exhibit space. Please make arrangements through them direct and prior to arrival.

Operation of Exhibit Space

All business activities of the Exhibitor must be within the Exhibitor's assigned space. Each exhibit is to be staffed at all times during Exhibit Hall hours by bona fide employees or

representatives of the exhibiting company. Exhibitors who fail to have their booths staffed during show hours are subject to the loss of existing space for the following years conference.

The NAVC reserves the right to restrict exhibits that, for any reason, become objectionable and to prohibit or evict any exhibit that, in the opinion of the NAVC, detracts from the character of the conference. In the event of such restrictions or evictions, the NAVC is not liable for any refunds or rentals or other exhibit expenses.

Literature distribution is limited to the Exhibitor's assigned booth and will not be permitted in any other part of the Exhibit Hall, meeting rooms or other areas of the Hotels. The NAVC reserves the right to immediately dispose of any and all unauthorized materials found outside of an Exhibitor's assigned space(s).

Canes, noisemakers, sideshow tactics, or any other undignified methods and materials (as determined by the NAVC) are prohibited in exhibit booths. Questions concerning the appropriateness of any promotional materials or activities should be directed to the NAVC Exhibits Director.

All food/beverage for distribution to attendees must be purchased and arranged through Center Plate at the OCCC. No food or beverages may be distributed by Exhibitors/IPs in the Exhibit Hall unless arrangements have been made in advance with the exclusive Center Plate catering service.

The Exhibitor is requested to advise the NAVC Exhibits Director of any irregularities observed in the exhibit areas such as unauthorized solicitation or other objectionable activity.

Canvassing by Non-Exhibitors

The Exhibit Hall is limited to registered attendees of the NAVC annual conference as well as registered representatives of business firms, manufacturers, professional organizations, and dealers who have contracted or paid for exhibit space. No other persons or concerns will be permitted to demonstrate their products, distribute advertising materials, or solicit orders in the Exhibit Hall.

Selling Restrictions

Order-taking and/or related sales activities are permissible provided they are confined to the Exhibitor's assigned space, do not involve cash transactions (without the proper tax permits/licenses) in the Exhibit Hall, and do not detract from the professional tone of the conference.

All Exhibitors/IPs who sell merchandise from the show floor, or who take orders on either a wholesale or retail basis, must adhere to all State/local laws/regulations regarding sales or use tax collections for the city in which this Exhibit Program is held. See My/Florida for appropriate rules and regulations.

Use of Display Space

Exhibitors/IPs may not sublet, subdivide or assign their space, nor any part thereof, nor purchase multiple booths for the purpose of subletting or assigning to third parties, nor permit in their booth non-exhibiting

companies' representatives without the express written permission of the NAVC. Only companies or individuals that have contracted directly with the Association shall be listed in the show directory or allowed on the show floor as an Exhibitor. Only one company name per booth will be listed on any booth sign. No signs or advertising devices shall be displayed outside the exhibit space other than those furnished or approved by the NAVC. Failure to comply with this provision may be sufficient cause for the NAVC to require immediate removal of the exhibit and/or the offending Exhibitor at the expense of the Exhibitor.

Demonstrations or Entertainment

Aisles must not be obstructed at any time.

Demonstration: Exhibitors/IPs will not place demonstration areas on the aisle line of their exhibit if it is expected that many people will congregate at one time. Should spectators interfere with the normal traffic flow in the aisle or overflow into neighboring or adjacent exhibits, the NAVC will request the limitation or elimination of the presentation.

Sound: Exhibitors/IPs are to monitor their booth to be sure that the noise level from any demonstrations or sound system is kept to a minimum and does not interfere with others. The NAVC reserves the right to determine at what point sound or a demonstration constitutes interference with others and must be discontinued.

Sound/Music

In general, exhibitors may use sound equipment in their booths so long as the noise level does not disrupt the activities of neighboring exhibitors. Speakers and other sound devices should be positioned so as to direct sound into the booth rather than into the aisle. Rules of thumb: Sound and noise should be exceed 85 decibels when measured from the aisle immediately in front of a booth. (Refer to OSHA at www.osha.gov for more information.

Exhibitors/IPs should be aware that music played in their booths, whether live or recorded, may be subject to laws governing the use of copyrighted compositions. ASCAP, BMI, and SESAC are three authorized licensing organizations that collect copyright fees on behalf of composers and publishers of music.

Photography, Audio/Video Recording, Sketching

An exhibit booth, its products, presentation, staff or visitors may not be photographed, videotaped, recorded or sketched except with the permission of the authorized. In addition, photography, audio and/or video recording of VMX materials, presentations or graphics cannot be used for commercial purposes. This prohibition extends to attendees and members of the press, and will be enforced regardless of whether exhibits are open or closed. Unauthorized activities will subject the violator to immediate removal from the exhibition, loss of priority points, and up to inability to participate in future NAVC events.

Early Removal of Exhibits

No exhibit shall be packed, removed, or dismantled prior to the closing of the Exhibit

Program without written permission from the NAVC Exhibits Director. If the Exhibitor acts in breach of this provision an appropriate assessment will be made. No contract labor personnel (whether official or independent) will be allowed on the exhibit floor prior to the official close of the show unless authorized by the NAVC Exhibits Director.

Children

No one under the age of 18 (accompanied or unaccompanied by an adult) is allowed in the exhibit area during move-in, move-out and non-show hours. There are no exceptions. During show hours children in the Exhibit Hall must be accompanied by an adult at all times and no name badge is required.

Animals/Pets

Exhibitors/IPs wishing to bring animals to the show must complete appropriate documentation to the NAVC that is reviewed by the NAVC IACUC committee. Notification of approval/denial will be provided to the exhibitor by NAVC. Adherence to the following guidelines is required:

1. USDA Health Certificates are required for interstate and international transportation of USDA covered species, and certificates will NOT be issued on site.; 2) If you reside within Florida, we advise that you have health certificates but they are not required; 3) Proof of rabies vaccination is a requirement for all animals attending the NAVC in accordance with Chapter 828.30 F.S.; 4) Contact information for the person who is responsible for the animal(s) is also required and should be accessible on-site.; 5) All animals must be appropriately confined and dogs must be on a leash. Animals must not block the aisles; 6) Service dogs are exempt from IACUC and USDA requirements, except for proof of rabies vaccination or proof of medical exemption from vaccination.

ADA Compliance

Exhibitor represents and warrants:

1. The exhibit will be accessible to the full extent required by law
2. The exhibit will comply with the Americans With Disabilities Act (ADA) and with any regulations implemented by the Act, and that it shall indemnify and hold harmless and defend the Association from and against all claims and expenses including reasonable attorneys fees and litigation expenses that may be incurred by or asserted against the NAVC on the basis of the Exhibitor's breach of this paragraph or non-compliance with any of the provisions of the ADA.

Security

The NAVC shall provide security service throughout the hours of set-up, show hours, non-show hours, and during the move-out period. This security is to prevent unauthorized entry into the Exhibit Hall. It is not intended to protect individual Exhibitor's booth contents. The NAVC will not be responsible for the loss of any material for any cause or for injury to persons and urges the Exhibitor to exercise normal precautions to prevent loss due to theft or any other cause.

Merchandise Removal

In order to protect Exhibitors/IPs against unauthorized removal of merchandise, a written, authorized release will be required to remove any material from the Exhibit Hall after the first day of installation through the last day of move-out. Official release forms will be available at the Freeman Desk.

Public Announcements by Exhibiting Companies The NAVC discourages these types of announcements because the projection is not of a high quality. We encourage such announcements via e-blast, tweet, app or other types of announcements.

Enforcement of Rules and Regulations

The Rules and Regulations of the NAVC Exhibition are intended to bring order and fairness to the medium. NAVC reserves the right to restrict or terminate an exhibit without notice if an Exhibitor violates any of the Rules/Regulations herein. In the event of such restriction/eviction, NAVC is not liable for any refunds, rentals or other exhibit expense.

Vehicles

Vehicles may be allowed in the building for display purposes provided advance written notification is provided to NAVC no later than sixty (60) days prior to the opening of the exhibits. Exhibitor agrees to comply with any and all building, fire department and safety regulations regarding the display of a vehicle in the Exhibit Hall.

Motor Vehicle Display

Vehicles with gasoline engines that are to be displayed should have the following:

- Battery cables disconnected
- Fuel level in gas tank is less than ¼ tank, and is not to exceed five gallons
- Must have protective covering under motors, drive trains and tires on any carpeted area

EXHIBIT HALL

Exhibits and Public Policy

Each Exhibitor is charged with knowledge of all applicable Federal, State and local laws, ordinances and regulations pertaining to taxation, health, fire prevention and public safety, while participating in this show. Compliance with such laws is mandatory for all Exhibitors and the sole responsibility of the Exhibitor.

The NAVC and general service contractor and other suppliers have no responsibility pertaining to the compliance with laws as to public policy as far as the individual Exhibitor's space, materials and operation is concerned. Exhibitors with questions regarding such laws, ordinances and regulations should contact the NAVC Exhibits Director.

All booth decorations, including carpeting, must be flameproof. Electrical wiring must conform to National Electrical Code safety rules and the electrical code in the city where the show is held. Electrical equipment that is not UL-approved may not be used in the Exhibit Hall. No wiring, installation of spotlights or other electrical work of this type shall be done except by the electrical contractor authorized by the Convention Center management.

If inspection indicates any Exhibitor has neglected to comply with these regulations, or otherwise incurs a fire hazard, the right is reserved to remove all or such part of the Exhibitor's exhibit as may be in violation, at the Exhibitor's expense.

If unusual equipment or machinery is to be installed, or if appliances that might come under fire codes are to be used, the Exhibitor should contact the NAVC Exhibit Director for information concerning Exhibit Hall policies or fire code regulations. State and local fire regulations must be complied with.

Each enclosed or covered area must be protected by an audible smoke detector. This includes storage closets built into the exhibit. Each enclosed or covered area must display a charged and approved fire extinguisher.

Smoking in the Exhibit Hall

The NAVC has established a nonsmoking policy that applies to all leased space (Exhibit Hall, meeting rooms, etc.) at the properties used.

Care of Building and Equipment

Exhibitors/IPs or their agents shall not injure or deface any part of the Exhibit Hall, the booths or booth contents, or show equipment and décor. When such damage appears, the Exhibitor/IP is liable to the owner of the property so damaged.

CONTRACTOR(S) AND LABOR SERVICES

Labor Regulations/Union Labor

Exhibitor/IP hereby agrees to use union labor at all times while in the Exhibit Hall for items such as material handling, booth installation/dismantling, etc. Exhibitors/IP with small shipments may be permitted to hand carry their materials to their booth space. Further, the Exhibitor agrees to abide by all agreements made between the Exhibit Hall, the unions, and the NAVC.

Exhibitor-Appointed Contractor (EAC)

Any Exhibitor requesting the use of labor services other than those provided through the official service contractor must provide proof of liability insurance to the NAVC by December 1, 2017. Must also provide the following information with the written request: (1) name and address of the contractor; (2) name of the supervisor to be in attendance, (3) certificate of insurance with limits satisfactory to the NAVC. The Hotel, Freeman and NAVC are to be named as additional insured, (4) description of the work to be done, (5) evidence of any and all business permits and/or licenses that may be applicable by the State, County, or local authorities with respect to the work performed, and (6) the Exhibitor's name and booth number. The Exhibitor using an EAC agrees to indemnify and hold harmless the NAVC, Freeman, the Hotel, and their respective officers, directors, staffs, employees and agents and all official contractors from any and all liability of losses for any act, complaint, damage, or loss to any other Exhibitor, the Exhibit Hall, the property of any contractor or any consequential damages arising out of any such act or loss from the time the independent EAC first arrives at the Exhibit Hall until the final move-out is complete. The Exhibitor further agrees that the NAVC may prohibit the EAC from working in the Exhibit

Hall if they do not fully comply with all rules and regulations set forth herein.

Once written permission has been granted by the NAVC, the Exhibitor/IP agrees to provide a copy of these rules and regulations to the EAC.

Booth Maintenance

The Exhibitor/IP is required to maintain the daily cleanliness of the rented booth space(s). The Exhibitor needing cleaning service must arrange for it through Freeman. No other cleaning services will be allowed on the floor. Cleaning of booth(s) shall take place at times other than show hours. The NAVC will be responsible only for the cleaning of aisle space and public areas.

If you have giveaways throughout the exhibit hall business day and accumulate empty boxes/trash, it is your responsibility to dispose of this waste in the dumpsters behind the exhibit hall or hire porter service through Freeman.

LIABILITY and CANCELLATION

Liability

The Exhibitor agrees to protect and keep the NAVC forever harmless from any damage or charge imposed for any violation of any law or ordinance whether occasioned by the negligence of the Exhibitor or those holding under the Exhibitor, as well as to strictly comply with the applicable terms and conditions contained in the Agreement between the Hotels and the NAVC regarding the exhibit premises. Further, the Exhibitor shall at all times protect, indemnify, and keep harmless the NAVC and the Hotels against and from any and all loss, costs, damages, liability, or expense arising from or out of any accident or other occurrence to anyone, including the Exhibitor, its agents, employees, and business invitees, which arise from or out of any reason of said Exhibitor's occupancy and use of the Exhibit Hall or part thereof. Exhibitors are encouraged to insure themselves against property loss and/or damage and against liability for personal injury.

Cancellation or Postponement of the Show

In the event that the Exhibition is canceled, postponed or relocated on account of fire, flood, riot, earthquake, civil commotion, strike, lockout, labor disturbances, explosions, sabotage, accident, terrorism, threat of terrorism, war, nuclear reaction, nuclear radiation, radioactive contamination, acts of God or other causes or casualties beyond the control of the NAVC, the Exhibitor waives any and all damages and claims for damages.

The Exhibitor hereby waives any claim against the NAVC for damages or compensation. The NAVC may return a portion of the amount paid for rental of exhibit space after deduction of any amount necessary to cover expenses incurred in connection with the Exhibit Program. Such expenses shall include, but not be limited to, all expenses incurred by the NAVC as a result of contracts with third parties for services or products incidental to the Exhibit Program, including out-of-pocket expenses incidental to the Exhibit Program and all overhead expenses attributable to the production of the Exhibit Program.

VERY IMPORTANT WARNING

SCAM ALERT: Please beware of companies calling you directly to offer to reserve your NAVC Conference hotel reservations. These companies are in no way affiliated with the NAVC, however, they may tell you that they are with the NAVC, Exhibitor Services or claim to be one of the official NAVC hotels. Please be aware that the NAVC, nor its contracted hotels, will ever contact you directly to solicit hotel reservations.

Please DO NOT EVER give one of these companies your credit card information as doing this could result in your credit card number being stolen and misused. They may also promise you a reservation that does not exist and upon arrival you may be told that you do not have a room.

The only way to make your hotel reservations is through the NAVC.com website or by contacting the NAVC Housing Call Bureau Center at 855.478.4692 or NAVC@ConferenceDirect.com. The NAVC Official Exhibitor Decorator is Freeman.

NO SUITCASING

Please note that any exhibitor who is observed soliciting business outside of their company booth, including scientific program sessions, convention hallways, or other public spaces are in violation of NAVC's policies and will be asked to leave the premises immediately. Additional penalties may be applied. Please report any violations you may observe to Show Management.

Marketing

The NAVC strives to promote its exhibitors when and where possible. You are encouraged to review the many opportunities available on NAVC.com.

NEW – Point System

With us moving to the OCCC in 2017 the assignment of booth space is now based on our new Partner Power Point System. Activity at the NAVC Conference 2015 determines the RANK for exhibitors to pick space for the NAVC Conference 2017 and the same will go for future NAVC Conferences. The Exhibitor Guide and NAVC.com has this detailed information along with a Power Point to make sure IP has key information necessary. Please pay close attention to that detail so that you place yourself in a beneficial level.

Revised July 2017