



## 2010 Official Rules & Regulations



The “*Today’s Woman*” Expo is presented by the Anderson County Chamber of Commerce and is open to exhibitors providing a service or product used or purchased by women.

**Statement of Policy:** All exhibitors are equal regardless of size and should be given equal opportunity, within reason, to present their product or service in the most effective manner to the audience. We ask you to be a “good neighbor” and to remember we want you to be successful.

**Contract Conditions:** The following contract conditions have been formulated for the protection and best interests of all concerned. As such, the terms and conditions of these official regulations shall apply to and be in effect between the Anderson County Chamber of Commerce and the Anderson County High School, and any exhibitor whose application is received and to whom space is rented. All points not covered are subject to the decision of the Anderson County Chamber of Commerce.

**Definitions:** As used herein, “Presenter” means the Anderson County Chamber of Commerce. “Expo Managers” mean the Chamber exhibit managers. “Exhibitor” means the person or firm on whose behalf booth space is rented. “Landlord” means the Anderson County High School. “Exhibitor Service” means any official supporter so named by the exhibit managers to act in the capacity.

**Application for Exhibit Space:** Applications by Exhibitors shall be made on the Exhibitors Contract form only. Expo Managers will promptly 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 the Expo Managers on a Chamber member “first come, first serve” basis. Expo Managers reserves the right to rearrange or renumber the floor plan and relocate any exhibit if it appears necessary for the good of all exhibitors.

**Rental:** The application for exhibit space must be signed by a duly authorized agent of the Exhibit and submitted with payment. Registration is not complete without payment. Any Exhibitor reserving booth space that fails to occupy his space by Expo’s beginning shall forfeit all rights to the use of assigned space and Expo Managers reserve the right to dispose of such space, with no refund to the Exhibitor.

**Exhibitor Service:** For our mutual protection the Expo committee has selected a firm to act as official suppliers of pipe and drape, signs and exhibit erection.

**Use of Space and Solicitation in Exhibit Hall:** The aisles and other spaces in the Anderson County High School leased for Exhibitors shall be under control of Expo Managers. All displays, interviews, conferences, distribution of literature, lectures, sales and transactions of business of any nature shall be made inside the space contracted for. Standing in the aisles or in front of exhibit booths of other Exhibitors or the intercepting of those attending for advertising purposes is strictly prohibited. Sideshow tactics or any undignified methods of attracting attention will not be permitted. (Note: No person or persons, other than Exhibitors, will be permitted to conduct business in the Exhibit Area or on the grounds without the express authorized permission of the Expo Managers. Violators will be escorted from the premises. The Expo Managers asks that Exhibitors abide by the set rules and regulations and to report any known violators to the Expo Managers for appropriate action.)

### **Restrictions in Operating of Exhibits:**

**Noise-Making Devices:** Exhibits which include the operation of instruments, radios, taking motion pictures, public address systems, or any noise-making machines must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent Exhibitors. No musical instruments may be played.

**Care of Building and Equipment:** Exhibitors or their agents shall not injure or 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.

**Fire Prevention:** All hangings must clear the floor. Electrical wiring must conform to the National Electrical Code Safety Rules. If inspectors indicate that any Exhibitor has neglected to comply with these regulations or otherwise incurs a fire hazard, Exhibit Management reserves the right to cancel all or part of his exhibit as may be irregular.

**Safety Precautions:** Exhibitors shall take precautions for the safety of their personnel, other Exhibitors and all other persons upon the premises.

**Maintenance of Booth Space:** Exhibitors shall keep their booth space clean and orderly at all times, and shall not engage in activity which would unduly interfere with visitors or other Exhibitors, or would be in violation of law, regulation, or ordinances.

**Booth:** The Exhibitor agrees to produce his exhibit in dignified taste and in keeping with the reputation and image of the Anderson County Chamber of Commerce and to provide staff to be present in the booth during show hours. Exhibitor agrees to dismantle booth only after the close of the show on Saturday, June 12 at 6 p.m. No early breakdown is permitted. You may be subject to restriction from participation at future shows.

**Enforcement:** The Exhibitor agrees to comply strictly with applicable terms and conditions contained in the agreements between the Landlord, the Presenter, and Expo Managers regarding the Expo premises. The Expo Managers reserve 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 Expo Managers may detract from the general character or Today’s Woman as a whole. This reservation includes persons, things, conduct, printed matter, or anything of a character which Expo Managers determine is objectionable to the exhibit or does not conform to the standards of the event. In the event of such restriction or eviction, the Expo Managers are not liable for any refund or other exhibit expenses.

**Sales:** Exhibitors may sell merchandise on the Exhibitor floor. Exhibitor is responsible for collecting 9.75% sales tax on all purchases. Distribution of free samples and advertising materials shall be made only from the booth.

**No Assignment or Subletting:** One company per booth. 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.

**Liability:** The Expo Managers, Sponsors, Landlord, and Exhibitor Service, and their officers and staff members disclaim all liability for damages or losses caused by any Exhibitor by fire, water, flood, windstorm, utility failures, rodents, acts of vandalism, insurrection, civil disorders, strikes, criminal acts, theft. Expo Managers 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. No Exhibitor shall allow any article or thing to be brought into or any act to be done on the premises which shall increase the premium on any policy or policies of insurance held by Expo Managers, the Sponsors, the Landlord, or the Exhibitor Service, or which may cause any policy or policies of insurance to be canceled.

And further, the Exhibitor shall, at all times, protect, indemnify, save and keep harmless the Expo Managers, Sponsor, Landlord, Exhibitor Services against any and all loss, cost, damage, liability or expenses arising from or out of or by reason of any accident or any other occurrence, including death, to anyone, including the Exhibitor, its agents, employees and invites, which arises from or out of or by reason of said Exhibitor’s occupancy and use of the Expo premises or a part thereof.

**Show Cancellation:** Expo Managers reserve the right to cancel Today’s Woman Expo without notice if it is deemed necessary by Expo Managers. If Today’s Woman Expo is cancelled, the exhibitor’s booth fees that have been paid in advance to Expo Managers will be refundable in full.

**Vendor Cancellations:** All cancellations must be in writing. Cancellations received 60 days or more prior to the show will be assessed a \$70 cancellation fee. Cancellations received 30 to 60 days prior to the show will be assessed a \$90 cancellation fee. Cancellations received within 30 days of the show will receive no refund. Failure to set up by the specified Set Up deadline will result in forfeiture of exhibit space and all monies paid to date. No full or partial refunds will be given after event has completed.

**Exit:** In the event Exhibitor has not entirely removed all display items before **Monday, June 14 at noon**, the Today’s Woman management shall be authorized to remove at the sole cost and expense of the Exhibitor any and all items remaining without liability for any resulting damages or loss.

**Solicitation:** Solicitation for donations is not permitted, unless requested in writing and approved by Expo Managers.

**Interpretation and Amendments:** Expo Managers shall have the full power to interpret and enforce all rules contained herein and the power to make amendments thereto and to enact such rules and regulations as shall be considered necessary for the proper conduct of Today’s Woman Expo. All proposed amendments by Exhibitor, Landlord or Exhibitor Service must be submitted in writing and agreed upon in writing by Expo Managers.

**Governing Law:** This contract shall be governed by the laws of the State of Tennessee, without regard to choice of law provisions.