



## **WESTERN NORTH CAROLINA SAFETY & HEALTH CONFERENCE EXHIBITOR/SPONSOR REGULATIONS**

The Western North Carolina Safety and Health School Board (WNCS&HS) reserves the right to exercise its sole discretion in the acceptance or refusal of applications.

1. Standard booth rental fee is \$375.00. Booths not paid for by October 31, 2011 will not be honored. Refund requests must be submitted in writing to the board. Refund requests received prior to October 7, 2010, 5:00pm EST will be paid in full less a \$50.00 processing fee. Refund requests requested after October 7, 2010, 5:00pm EST will be granted only through board approval and are reviewed the January following the conference.
2. Applications received, and which are accepted, will be recorded in order of receipt and, insofar as possible, space will be assigned on a first-come, first served basis, with consideration given to sponsors. Preferences for booth locations are granted on the basis of payment received. Requests will be honored as much as possible based on registration timing. Relocations must be discussed with, and will be granted only by, the Exhibitor Chair.
3. All booths are standard and are provided electrical, 2 chairs, and table cover. In order to allow unobstructed view of neighboring booths, exhibitors are not permitted to have their backdrops exceed eight feet (8') in height. If your booth display exceeds these dimensions, at the discretion of the Exhibit Coordinator, your booth may be moved or modified so as not to obstruct adjoining exhibitors. Booth locations are assigned as registrations are received.
4. Space not fully paid in full 30 days prior to the conference is subject to cancellation or reassignment at the option of the Conference without obligation for refund. Should any rented space remain unoccupied as of the opening day, the Exhibit Coordinator reserves the right to rent such space to any other applicant, without refund to the original renter. Exhibitor may not assign or sublet any space allotted to it, and may not advertise or display goods, other than those manufactured, distributed, or sold by it in the regular course of their business.
5. The Exhibitor agrees that the WNCS&HS shall have the right to make such rules and regulations or changes in floor plan arrangement of booths for said exhibition as it shall deem necessary, and to amend same from time to time. The WNCS&HS shall have the final determination and enforcement to all rules, regulations, and conditions and reserved the right to move the exhibitor's booth locations as necessary to maximize the benefit for all exhibitors and attendees.
6. Booths are designated for one company and advertising will reflect the company indicated on the purchasing documents. Sub-leasing a booth is not permitted.
7. The WNCS&HS is a Conference designed to provide a showcase of products and services either specifically designed for, or customarily used by Environmental, Health and Safety, Human Resources, Security, and Benefit professionals. The exhibition is held strictly as a means of product display, and the sale of goods during the Conference is expressly forbidden.
8. It is agreed that the WNCS&HS and the management of the Doubletree Biltmore, Asheville, NC shall not be liable to the Exhibitor for any loss or damage to property or injury to his person, his agents, employees, or other persons, no matter how sustained - from fire, theft, accident to other causes. The Exhibitor hereby expressly waives all claims for such loss, damage, or injury.

9. All materials used for decorative purposes shall be flameproof. Crepe paper, corrugated paper, cardboard or other combustible materials shall be prohibited. Explosive and flammable materials which conflict with the Underwriter's Fire Prevention or Fire Department rules shall not be permitted.
10. Exhibitors or their agents may not allow any articles to be brought into the exhibit hall or any act done to the premises which will invalidate the insurance or increase the premium on the policies held by the management of the Doubletree Biltmore, Asheville, NC, nor permit anything to be done by their employees through which act the premises, property or equipment of other exhibitors will be damaged. No signs or articles can be affixed, nailed, or otherwise attached to walls, doors, etc., in such a manner as to deface or destroy them. Likewise, no attachments can be made to the floors by nails, screws, or any other devices that would destroy them.
11. In order to maintain a quiet businesslike atmosphere, extremely loud noises such as bells, sirens, buzzers, etc., will not be permitted.
12. Exhibitors, their spouses or anyone connected to the exhibitor, unless they have registered for the Conference, are not eligible for prize drawings.
13. Exhibitors will have an authorized representative present at the booth during open exhibit times.

All space is leased subject to these restrictions. Violations of these rules will annul the contract and the Exhibitor will be held liable for any damage resulting from such violations.

SIGNING OF CONTRACT MAKES APPLICATION FOR EXHIBITING AT THE WNC S&H CONFERENCE .

**EXHIBIT SPACE CAN ONLY BE CONFIRMED AS RESERVED UPON RECEIPT OF A SIGNED CONTRACT AND PAYMENT IN FULL.**

THANK YOU FOR YOUR ASSISTANCE AND SUPPORT! WE LOOK FORWARD TO A GREAT CONFERENCE!

Regards,

Ric Cruz  
2011 Exhibitor Committee

Randy Cranfill  
2011 Exhibitor Committee

Jonathan Gobble  
2011 Exhibitor Committee