AFCEA Air Operations Symposium Exhibition Rules

1. Purpose
The purpose of AFCEA International Air Operations Symposium 2015 is to further AFCEA’s objectives by providing a forum through exhibits and technical panels. Exhibitors are limited to firms, organizations, and agencies whose exhibits are in harmony with the purpose of this Exposition. Active selling or order taking is NOT permitted.

2. Description of Exhibits
The Exposition will be held at the Henry B. Gonzalez Convention Center, San Antonio, TX.

3. Subleasing
Exhibitor may not sublet his exhibit space, nor any part thereof, nor exhibit, offer for sale, or advertise articles not manufactured or sold by the exhibiting company, except where such articles are necessary for proper demonstration or operation of the exhibitor’s display, in which case identification shall be limited to the manufacturer’s normal nameplate. Exhbitors may not permit non-exhibiting company representatives to operate from his booth. Rulings of AFCEA shall be final, with regard to use of exhibit space.

4. Occupancy Default
Any exhibitor failing to occupy space contracted for shall not be relieved of the obligation of paying the full rental charge of such space. If not occupied by the time set for completion of the installation of the displays, such space shall be taken by AFCEA, and re-allocated or reassigned for such purposes or use as AFCEA may see fit.

5. Eligibility
AFCEA has the sole right to determine the eligibility of any company or product for inclusion in the Exposition.

6. Cancellation or Change of Exposition
In the event that the premises in which the Exposition is conducted should become unfit for occupancy or substantially interfered with by reason of any cause or causes not reasonably within the control of AFCEA or its agents, the Exposition shall be cancelled and moved to another appropriate location, at the sole discretion of AFCEA. AFCEA shall not be liable for delays, damage, loss, increased costs, or other unfavorable conditions arising by virtue of cause or causes not reasonably within the control of AFCEA. Causes for such action beyond the control of AFCEA shall include, but are not limited to casualty, fire, floods, earthquakes, storms, blockage, embargoes, extremes of weather, governmental restraints, riot or civil disturbance, impairment or lack of adequate transportation, inability to secure sufficient labor, technical or other personnel, labor union disputes, loss of lease or other termination by the Henry B. Gonzalez Convention Center, municipal, state or federal laws, or act of God. Should AFCEA terminate this agreement pursuant to the provisions of this section, the exhibitor waives claims for damage arising therefrom. Refunds of “Paid Exhibit Space Fees” in the event of termination or cancellation shall be made to exhibitors at the sole discretion of AFCEA and in any case, will not exceed the amount of each exhibitor’s paid exhibit space fee less any pro rata adjustments based on reimbursable and/or indirect expenses or financial obligations incurred by AFCEA through the date of exhibitors’ notification of event termination or cancellation or through the completion of event termination or cancellation processes, whichever is later.

7. Cancellation by Exhbitor
In the event of cancellation by an exhibitor, AFCEA shall determine an assessment covering the reassignment of space, prior services performed, and other damages related to cancellation, according to the following schedule:

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<thead>
<tr>
<th>Date of Cancellation</th>
<th>Percentage of Full Rental Charge</th>
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<tr>
<td>First 90 days</td>
<td>100%</td>
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<tr>
<td>Next 90 days</td>
<td>75%</td>
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<tr>
<td>Next 90 days</td>
<td>50%</td>
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<tr>
<td>Next 90 days</td>
<td>25%</td>
</tr>
<tr>
<td>After 180 days</td>
<td>0%</td>
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</tbody>
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AFCEA may, at the discretion of AFCEA, refuse to reassign the space contracted for by the exhibitor, and shall, upon the date of written notation of the cancellation of the space by the exhibitor, be entitled to use the space in any manner deemed necessary, at the discretion of AFCEA.

8. Limitation of Liability
Exhibitor agrees to make no claim for any reason whatsoever against AFCEA, its employees, agents, or representatives for loss, theft, damage, or destruction of goods; or for any injury, including death, to himself, employees, agents or representatives; nor for any damage of any nature, including damage to his business for failure to provide exhibit space, nor for failure to hold the Exposition as scheduled, nor for any loss arising from the reassignment of canceled space. No exhibitor is responsible for his own exhibition material and products, and should insure exhibit and products from loss or damage from any cause whatsoever. It is understood all property of an exhibitor is in his care, custody, and control in transit to, or from, or within the confines of the exhibit hall. AFCEA shall bear no responsibility for the safety of the exhibitor, its personnel, employees, agents or representatives or personal property.

9. Exhibitor Insurance
The exhibitor shall, at its sole cost and expense, procure, and maintain through the term of this contract, comprehensive general liability insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the premises leased. Such insurance shall include contractual liability and product liability coverage, with combined single limits of liability not less than $1,000,000 per occurrence/$2,000,000 aggregate coverage. Such insurance shall name AFCEA, J. Spargo & Associates, Inc., Henry B. Gonzalez Convention Center and Bexar Exhibition Services as additional insureds. During the term hereof, the exhibitor shall maintain Workers’ Compensation and Occupational Disease insurance in full compliance with all federal and state laws, covering all of exhibitor’s employees engaged in the performance of any work for exhibitor. Any property of the exhibitor is understood to remain under its custody and control in transit to and from the confines of the hall. Proof of such insurance, including a Certificate of Insurance, shall be provided to J. Spargo & Associates, Inc. or its agent or representative as soon as practical but in no event more than three (3) calendar days after request, time being of the essence. Failure to remit such proof shall be a material breach of this agreement.

10. Labor Union
Exhibitor shall employ only union labor, as made available by official contractors in the setting up and dismantling of the exhibits and in the operations when required by union agreements. Exhibitors planning to build special displays should employ union display companies in their labor force. Any labor that must be hired by the exhibitor shall also be union employees, as per the Comprehensive General Liability Insurance policy.

11. Installing, Exhibiting, Dismantling
Hours and dates for installing, exhibiting, and dismantling shall be those specified by AFCEA. Exhibitor shall be liable for all storage and handling charges resulting from failure to remove exhibit material from the Exposition before the specified conclusion of the dismantling period set by AFCEA.

12. Damage to Property
Exhibitor is liable for all damage caused by exhibitor, exhibitor’s agents, employees or representatives to building floors, walls, or columns, or to standard booth equipment, or to other exhibitor’s property. Exhibitor may not apply paint, lacquer, adhesive or other coatings to building columns, floors or walls, or to standard booth equipment.

13. Food
Under no circumstances may the weight of any equipment or exhibit material exceed the specified floor load limit of the exhibit hall. Exhibitor accepts full and sole responsibility for injury or damage to property or persons resulting from failure, knowingly or otherwise, to distribute the exhibit material and products in conformity with the maximum floor load specifications.

14. Alcoholic Beverages
The dispensing, distribution or use of alcoholic beverages in the Exposition hall is prohibited without the express prior approval of AFCEA.

15. Flammable Materials
No flammable fluids or materials of any nature, including decorative materials, use of which is prohibited by national, state, or city fire regulations may be used in any booth.

16. Lotteries or Contests
The operation of games of chance or lottery devices, or the actual or simulated pursuit of any recreational past time is permitted only on written approval from AFCEA.

17. Noise and Odors
Noisy or obstrusive work will not be permitted during open hours of the Exposition; nor lies impose exhibiting devices, nor exhibits producing objectionable odors. AFCEA shall have sole discretion in determining what is noisy, obstrusive or objectionable.

18. Music
Any exhibitor using music must ensure that licensing fees have been paid to the appropriate agency, i.e., ASCAP or BMI. AFCEA is not responsible for any licensing fees for music played in exhibitor’s booth.

19. Obstruction of Aisles or Booths
Any demonstration or activity that results in excessive obstruction of aisles or prevents ready access to aisles or to the exhibits of another exhibitor’s booth shall be suspended for any periods specified by AFCEA.

20. Attendance
Admission policies shall remain, at all times, the prerogative of AFCEA and may be revised or amended to suit unforeseen conditions.

21. Booth Personnel
Exhibitor representatives are restricted to personnel engaged in the display, demonstration, application or sale of the company’s product or services. Booth personnel shall wear “exhibitor” badge identification furnished by AFCEA at all times while they are in the exhibit area. All other employees and representatives of the exhibiting companies must register as Show Attendees. AFCEA reserves the right to restrict the number of booth representatives. All exhibits must have personnel present during show hours.

22. Height and Non-Blocking Regulations
All exhibit display design construction must follow the regulations set forth in the “Display Rules and Regulations” as interpreted by AFCEA. No exhibits may project above the space occupied by a booth unless specifically waived in writing by an authorized officer of AFCEA.

23. Electrical Safety
Any wiring on booths or display fixtures must meet underwriters’ rules and standard fire department inspection. This applies to booth construction only and not to pre-wired and electronic equipment.

24. Use of Space
Displays and caricatures are limited to the confines of an exhibitor’s own booth, as is the distribution of literature or other items.

25. Display
AFCEA shall have full authority for approval or arrangement and appearance of items displayed. AFCEA may, at its discretion, require replacement, rearrangement, or redecoration of any display, or any booth, and no liability shall attach to AFCEA for the costs that may evolve upon exhibitor thereby. Exhibitors with special backgrounds or side dividers must make certain that such material is furnished in such a manner as to be unsightly to exhibitors in adjoining booths. If such special background or side dividers are not approved in writing at least one week prior to the scheduled opening of the show, AFCEA shall authorize the official decorator to effect the necessary finish and the exhibitor must pay all charges incurred thereby.

26. Exhibitor Representative’s Responsibility
Neither the conference/exhibition sponsor, nor its show management company or other agents or representatives, or their shareholders, officers, directors, employees, or contractors shall be responsible for any injury, loss, or damage that may occur to exhibitor or to exhibitor’s agents, employees, affiliated personnel, officers, directors, shareholders, contractors or representatives or any of their property, businesses, or other activities from any cause whatsoever, prior to, during or subsequent to the conference or exhibition event. By signing this Agreement, exhibitor expressly and voluntarily and knowingly agrees to all the rules, regulations, restrictions, and conditions set forth in this Agreement. Exhibitor agrees to abide by the foregoing rules and those provided and contained in the Exhibitors Rules

27. Waiver of Rights
Any rights of AFCEA under this contract shall not be deemed waived in any manner except as specifically waived in writing and signed by an authorized officer of AFCEA.

28. Relocation and Floor Plan Revisions
AFCEA retains the exclusive right to revise the exhibition hall floor plan and/or move assigned exhibitors as necessary.

29. Amendment and Addition Rules
Any matters not specifically covered by the preceding rules shall be subject solely to the decision of AFCEA. AFCEA may, at its discretion, make any amendments to the rules provided and contained in the Exhibitors Rules Manual, and by any amendments and additional rules that may be put into effect by AFCEA.