

BUSINESS TRADE SHOW RULES AND REGULATIONS

1. **CONTRACT FOR SPACE** - By submitting an application for exhibit space, the applicant releases The Greater New Braunfels Chamber of Commerce, Inc. and the Business Trade Show and their agents from any and all liabilities to applicant, its agents, licensees, or employees that may arise or be asserted as a result of submission of an application or of participation in this exhibit. The Business Trade Show determines the eligibility of any company or product for exhibit.

This application for space (when endorsed by the Business Trade Show with notice of space assignment) constitutes a contract for the right to use the space. Should space remain unoccupied at the opening of the exhibit, the Business Trade Show may rent or use it without obligation or refund. Should it be necessary to cancel assigned space, a full refund will be made if written cancellation notice is received by the Business Trade Show not later than thirty (30) days before the start of the Show. In addition, the Show reserves the right to cancel said show and refund all monies.

2. **ARRANGEMENT OF BOOTHS** - Each exhibit must be designed to face the aisle relating to the numbering of the booth. Exceptions to this may be allowed only where multiple booths are occupied. Exhibitors may not project beyond their booth space.

Aisles are under control of the Business Trade Show and may not be used for exhibits, demonstrations or the distribution of literature, souvenirs or samples.

3. **USE OF EXHIBIT SPACE** - No exhibitor may sublet, assign or apportion any part of the space allotted or any furniture, decoration materials, electric or other services provided by the Business Trade Show, or represent, advertise or distribute literature, souvenirs or samples for the product or services of any other firm or individual except as approved in writing by the Business Trade Show.

In addition, individuals attending the Show may not represent, advertise or distribute literature souvenirs or samples for the product or services of any other firm except as approved in writing by the Business Trade Show.

4. **RESTRICTIONS** - The Business Trade Show reserves the right to restrict exhibits which, because of noise, method of operation, or any other reason, become objectionable or otherwise detract from or are out of keeping with the character of the Business Trade Show as a whole.

5. **CONDUCT** - Exhibitors operating any electronic equipment or any other noise-creating devices must do so only at a level that will not interfere with other exhibitors or add unduly to general acoustic inconvenience, or the Business Trade Show may require discontinuance of their use.

6. **FIRE, SAFETY AND HEALTH** - All decoration materials must be flame retardant, and conform with City of New Braunfels Fire Department requirements. Confetti, glitter, rice or birdseed is not allowed. Loading and unloading is allowed in designated areas. If this will require a handcart, please provide one. Each exhibitor assumes full responsibility for its compliance with local, city, state and federal ordinances, laws and regulations respecting fire safety, and health, and regulations.

7. **LIABILITY AND INSURANCE** - Neither the Business Trade Show nor The Greater New Braunfels Chamber of Commerce, Inc. assumes any liability whatever for loss or damage, through any cause, of goods, exhibits or other materials owned, rented or leased by the exhibitor. If insurance is desired, it must be placed by the exhibitor. The exhibitor shall indemnify the Business Trade Show and The Greater New Braunfels Chamber of Commerce, Inc. and hold them harmless from any complaints, suits or liabilities resulting from the negligence of the exhibitor in connection with the exhibitor's use of display space.

8. **INSTALLATION AND REMOVAL** - Exhibit booths shall be set up and removed according to the schedule set forth by the Business Trade Show. Booths shall remain intact until close of the exhibit when dismantling may begin.

9. **INTERPRETATION AND ENFORCEMENT** - These Rules and Regulations become a part of the contract between the exhibitor and the Business Trade Show. The Business Trade Show has full power of interpretation and enforcement of these Rules and Regulations. All matters in question covered by these Rules and Regulations are subject to the decision of the Business Trade Show, and all decisions made shall be binding on all parties affected by them as by the original regulations. Exhibitors or their representatives who fail to observe these conditions of contract or who, in the opinion of the Business Trade Show, conduct themselves unethically, may be dismissed from the exhibit without refund or other appeal.