



Rules & Regulations

The following rules and regulations have been established to provide a well-balanced, well-regulated, attractive exposition that provides an equal opportunity for exhibiting company to present its products and services. Participation in the 2016 Building Safety & Design Expo hosted by the International Code Council ("Show Management") is determined based on Show Management approval. Show Management reserves the right to withhold invitations, decline applications for exhibit space and enforce strict compliance with these Rules and Regulations. No exception to the following rules will be permitted.

OBJECTIVE

The objective of the Building Safety & Design Expo is to provide an educational forum for the introduction of new building products and services related to the safety and design of sustainable, affordable and resilient structures.

CONTRACT

By signing the contract or checking the "I Accept" button on the application for exhibit space, the exhibiting company agrees to abide by these Term, Conditions, Rules and Regulations, those listed in the Exhibitor Service Manual, and the rules and regulations of the selected venue or facility. The application for exhibit space becomes a binding contract when accepted by Show Management. The individual who accepts the terms of this agreement on behalf of the exhibitor warrants that he or she is authorized to enter into contracts.

SPACE ASSIGNMENT

Space will be assigned to all registrants on a first-paid, first-served basis, in the order in which registrations are received. Every effort will be made to assign the exhibitor to one of their chosen spaces; however, Show Management reserves the right to make final space assignments or change space assignments after acceptance of the registrations, should it be necessary in the best interest of the exhibition.

SHOW DATES AND HOURS

Sunday, October 16, 2016 3:00 pm – 7:00 pm
(Open to ICC Annual Conference Attendees Only)

Monday, October 17, 2016 10:00 am – 5:00 pm
(Open to the Public)

EXHIBITOR MOVE-IN

Saturday, October 15, 2016 1:00 pm – 5:00 pm

Sunday, October 16, 2016 8:00 am – 1:00 pm

It is important that all booths are set by 1:00 pm on Sunday, October 16, 2016. Permission to work outside of the established schedule must be obtained in writing from Show Management.

EXHIBITOR MOVE-OUT

Monday, October 17, 2016 5:00 pm – 10:00 pm

Dismantling or removing an exhibit or materials before the official closing of the Building Safety & Design Expo is strictly prohibited. Companies' violation of this rule may not be permitted to exhibit at future events.

*Schedule is subject to change

PAYMENT TERMS

Applications submitted require a 50% deposit to reserve booth space or sponsorship. Full payment must be received on or before September 2, 2016. Corporate members of the ICC will receive the discounted rate if membership status is in good standing. Upon acceptance of this application, a minimum of 50% of the full payment shall be non-refundable. If an exhibitor fails to make full payment on or before the date due, Show Management may take possession of the exhibitor booth space and lease it to another party. All payments must be in U.S. dollars and drawn on U.S. banks. There will be a \$35 service charge for all checks returned by the bank.

The price of the booth includes, in addition to the space itself, an identification sign with company name and location, pipe and drape for in-line booths, listing of company information and product description on the Conference Web site.

CANCELLATION REFUND POLICY

Exhibitors canceling must notify Show Management in writing by September 2, 2016. Cancellations made by September 2, 2016 - fifty percent (50%) of the total fee will be refunded. Cancellations made after September 2, 2016 - no refund will be tendered.

USE OF EXHIBIT SPACE

Exhibitors shall reflect their company's highest standard of professionalism while maintaining the booth during exhibit hours. The booth must be maintained by at least one company representative at all times during the conference. All demonstrations and exhibits must be confined to the contracted space. No exhibitor shall assign, sublet or share the whole or any part of the contracted exhibit space without prior written permission from Show Management. Exhibitors may promote their brand, products and services as long as these items do not, in the judgment of Show Management, rise to the level of advocating a position on a code hearing action. Advocating a position on a code hearing is strictly prohibited.

In accordance with Show Management efforts to be an inclusive and welcoming environment for all people regardless of their gender, race, sexual orientation, class, ability or language, Exhibitor's booths must be free of bias and discriminatory language or images that marginalize, objectify, make fun of or demean a person's identity in any way.

EXHIBITOR BADGES

Exhibitor badges will be distributed on-site at exhibitor registration. Badges may be made out only in the name of the company shown on the application for exhibit space. All representatives of exhibiting companies must register and wear the official exhibitor badge while in the exhibit hall. Four badges per 100sqft shall be issued. Exhibitor Staff registration is located in the Exhibit Service Center of the Conference Web site. Log in information will be sent with space confirmation.



Rules & Regulations

DECORATOR SERVICE KIT

Heritage Exposition Services, the official decorator, will provide a service kit containing general and technical information regarding the exhibition, facilities of the exhibition site, pertinent information, instructions, and rates regarding services. The decorator service kit will be available to exhibitor 6 to 8 weeks prior to expo. The kit will be located in the Exhibit Service Center of the Expo web site.

SAFETY AND FIRE REGULATIONS

Exhibitors must strictly observe all applicable fire and safety laws and regulations of the host city/facility. Fire regulations require all display material used for decoration to be flameproof. All electrical equipment, including signs and lights, shall be in good operable condition and able to pass the inspection of the local Fire Underwriters Inspection Bureau. Each exhibitor agrees to be knowledgeable and responsible regarding ordinances and regulations pertaining to health, fire prevention and public safety while participating in this exhibition. The use of flammable materials necessary to the purpose of the exhibit, where no other alternative can be used, must first be brought to the attention of the Expo Manager, in writing, not less than 90 days before the opening of the exhibit, for approval. Exhibitors shall not allow display to block the view of, or impede access to fire alarm boxes, fire exits, fire hose cabinets, fire extinguishers or other safety equipment.

SECURITY

Security guards shall be furnished during setup, tear-down and the closed hours of the exhibition to help avoid damage or loss by fire, theft or other means. Show Management does not guarantee, insure or indemnify exhibitors, their guests or invitees or others against any loss to person or property by the acts, conduct or negligence of this security service or for any other reason whatsoever the furnishing of the guards shall not increase the liability of Show Management. After exhibit hours, only those exhibitors properly identified and having the permission of the expo manager may enter the exhibit area.

INSURANCE

Exhibitors agree to maintain such insurance that will fully protect, hold harmless and indemnify Show Management from any and all claims or any nature whatsoever, including claims under the Workman's Compensation Act, and for personal injury, including death, which may rise in connection with the installation, operation or dismantling of the exhibitor's display. Exhibitors are advised to add to their existing insurance a portal-to-portal rider at a nominal cost, protecting them against the loss/damage to their material from fire, theft, accident, etc.

PHOTOGRAPHY/VIDEOGRAPHY

Show Management reserves the right to photograph and/or videotape events for promotional purposes. Show Management has permission to copyright, publish and use your likeness in print, online or in other media. If you do not wish to be photographed or videotaped, it is your responsibility to inform the camera operator.

ENDORSEMENT

The exhibition of products at the Building Safety & Design Expo does not constitute an endorsement by International Code Council. Exhibitors are not permitted to represent that their goods or services have been endorsed by Show Management unless Show Management has specifically provided such an endorsement in writing. Exhibitors may not use the ICC name, mark or logo in advertising unless permitted in writing by the ICC. Exhibitors may use the Building Safety & Design Logo for informational references, such as "See our booth at the Building Safety & Design Expo".

RIGHT OF REFUSAL

Show Management reserves the right to reject, remove or require modification on any and all exhibits, sponsorships, advertising and activities, which Show Management feels are not in keeping with the standards, policies and principles of the Building Safety & Design Expo and Show Management.

LIABILITY

The exhibitor assumes all responsibility for any and all loss, theft, or damage to exhibitor's displays, equipment, and the Kansas City Convention Center premises, and hereby waives any claim or demand it may have against the Long Beach Convention Center, its affiliates or the International Code Council arising from such loss, theft, or damage. In addition, the exhibitor agrees to defend (if requested), indemnify, and hold harmless the International Code Council and the Kansas City Convention Center respective parent, subsidiary, and other related or affiliated companies from and against any liabilities, obligations, claims, damages, suites, cost, and expenses, including without limitation, attorney's fees and costs, arising from or in connection with the exhibitors occupancy and use of the exhibition premises or any part thereof or any negligent act, error, or omission of the exhibitor or its employees, subcontractors, or agents.

FORCE MAJEURE

In the event that Show Management or the facility is unavailable, whether for the entire event, or a portion of the event, as a result of fire, flood, tempest, inclement weather, or other such cause or as a result of governmental intervention, malicious damage, acts of God, war, strike, lock-out, labor dispute, riot, curtailment of transportation, or other cause or agency or Show Management has no control, or should Show Management decide that because of any such cause that it is necessary to cancel, postpone or re-site the event, or reduce the move-in and installation time, show time or move-out time, ICC shall not be liable to refund, indemnify, or reimburse the exhibitor in respect of any fees paid, damage or loss, direct or indirect, arising as a result thereof.

AMENDMENTS TO REGULATIONS

Any and all matters and questions not specifically covered by the articles in this contract shall be subject to the decision of Show Management. Show Management, in the interest of the exhibition, may amend the afore-mentioned items covered by this contract at any time and notice thereof shall be binding on exhibitors equally with the foregoing rules set forth in this contract.