



TechNet 2010 - Orlando Florida (January 20-22, 2010)

Exhibitor Rules and Regulations

The following applies to all TechNet 2010 (hereafter TechNet) exhibiting organizations/companies. Submission of exhibitor registration constitutes the organization/company acknowledgement of having reviewed and acceptance these rules and regulations and will comply with all.

- **SPACE ASSIGNMENT:** Exhibit spaces are limited and assigned on a priority basis in accordance with date of receipt of registration form and full payment. Confirmation of space assignment will be via email to the Exhibitor POC designated on the registration form.
- **CANCELLATION POLICY:** Confirmed exhibitors who cancel by December 18 will receive a 50% refund. Exhibitors canceling after that date will not be eligible for a refund.
- **SPACE WAIT LIST:** Exhibit registrations which arrive after available space is filled will be placed on a stand-by list with priority based on date of payment receipt. Exhibitors on stand-by list will be refunded their money in full if no space is available.
- **EXHIBIT SPACE:** Each space will include one (1) table measuring 8' x 30", covered and draped on three sides; two (2) chairs; access to a single-point 110 VAC power; and access to trash containers. Internet fees are not included with registration fee and must be coordinated through Annette Doner, Radisson Hotel, 407-992-3402. Due to space limitations, no pipe-and-drape provided to separate display spaces. Exhibitors may opt to use a standalone display without the standard 8' x 30" table providing the request is coordinated with the TechNet 2010 Exhibit chair at least 72 hours prior to set-up.
- **SHIPPING INFORMATION:** All shipments to the Renaissance should be coordinated through Ms. Doner.
- **EXHIBIT SET-UP/OPERATION/TEARDOWN:**
 - **Set-up:** 0900-1600 on Wednesday, January 20. Storage space is limited. Plan accordingly.
 - **Exhibits Open:** 0715-1800 on Thursday, January 21 and 0715-1300 on Friday, January 22. Exhibitors are encouraged to have a representative with their display during all normal exhibit hours.
 - **Tear-down:** 1300-1600 on Friday, January 22. Exhibitors will not commence dismantling displays prior to designated hours without prior approval from TechNet.
- **EXHIBIT RESTRICTIONS AND RESPONSIBILITIES:**
 - No exhibit will be more than nine (9) feet high when measured from the floor to top of display.
 - No Exhibitor shall assign, sublet, or share any part of the space contracted to them.
 - Exhibitors shall limit the services and materials displayed in their exhibit area to those used by the exhibitor in the conduct of the organization's business.
 - The TechNet reserves the right to rearrange display space assignments until the exhibit setup time.
 - Exhibitors are requested to be courteous to other exhibitors and attendees. TechNet reserves the right to impose limitations on noise or any other manner of operations that, in their opinion, becomes objectionable.
 - All exhibitors must be familiar with these rules and regulations prior to arriving at the exhibit site.
 - The exhibitor shall lease the table/booth space at the exhibitor's sole risk.

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<http://www.afcea-orlando.org>

<http://www.ausa-sunshine.org>



- The exhibitor shall be liable to the host facility and/or TechNet for any damage to the building and/or furniture and fixtures contained therein which shall occur through acts or omissions of the exhibitor.
- The exhibitor acknowledges that TechNet does not maintain and is not responsible for obtaining insurance covering exhibitor's property.
- Exhibitors are advised to obtain business interruption and property loss insurance to cover such occurrences.
- **HOLD HARMLESS:** The exhibitor assumes the entire responsibility and hereby agrees to protect, indemnify, defend and hold harmless TechNet, the host facility, their officers, employees, and agents against all claims, losses and damages to persons and property, governmental charges and fines, and attorney's fees arising out of or caused by exhibitors installations, removal, maintenance, occupancy or use of the exhibition premises or any part thereof. Neither TechNet nor the host facility shall be held liable for damage, loss or destruction to the exhibits by reason of fire, theft, accident or other destructive causes, nor will any of their agents, servants or employees will be held accountable or liable for accidents to exhibitors, their agents or employees.
- **CONDITIONS FOR CANCELLATION OF TECHNET:** If TechNet should be prevented from holding the exhibition for any reason beyond their control (such as, but not limited to, damage to the building, riots, strikes, acts of government, or acts of God) or if an exhibitor cannot occupy the assigned exhibit space due to reasons beyond TechNet's control, then TechNet has the right to cancel the exhibit or any part thereof, with no further liability to the exhibitor other than a refund of exhibit space fee, less a proportionate share of the exposition cost incurred.
- Questions concerning exhibit space or these rules and regulations should be addressed to:
 - Debbie Berry, Exhibit Chair: debbie.berry@lmco.com 407-748-3807
 - Steve Painter, steven.painter@sparta.com, 407-380-0076 x102