

2009 Exhibit Space Contract

North American Joint Regional Conference & Exposition on Ozone and Ultraviolet Technologies

Hyatt Regency Cambridge, Massachusetts, USA
Exhibition: May 4 and 5, 2009

COMPANY INFORMATION

As it is to Appear in all Conference Materials

IOA Member IUVA Member

IOA or IUVA MEMBER NUMBER _____

COMPANY NAME _____

MAILING ADDRESS _____

CITY STATE/PROVINCE ZIP/POSTAL CODE _____

COUNTRY _____

COMPANY TELEPHONE _____

COMPANY FACSIMILE _____

COMPANY WEB SITE _____

EXHIBITOR CONTACT INFORMATION

All exhibit information will be sent to the contact(s) listed below.

**PLEASE be sure to note which contact will
be our primary contact ON-SITE!**

PRIMARY ON-SITE CONTACT

FIRST NAME LAST NAME _____

EMAIL _____

TELEPHONE _____

FACSIMILE _____

SECOND CONTACT – to receive copies of correspondence

Attending Show Not Attending

FIRST NAME LAST NAME _____

EMAIL _____



EXHIBIT SPACE REQUESTS

Exhibit space assignments are made in accordance with the order contracts are received by the IOA-IUVA 2009 Conference Organizing Committee. Booth selection will begin after April 3, 2009

For Each 10' x 10' Exhibit Rental, Exhibitor Receives:

- ONE "Full Conference Registration" Package

PLUS

- TWO "Exhibit Only" (dining & social events sold separately)
(provide names of those attending on your exhibitor registration form)

EXHIBIT SPACE RATES AND POLICIES

Payment in full must be processed with your 2009 Exhibit Space Contract in order to facilitate a fully executed agreement upon receipt. Cancellation Policy: Full refunds will be provided if notified by March 2, 2009; a 50 percent refund will be provided if notified by April 3, 2009. **Note:** NO REFUND will be provided after April 3, 2009

Rental Fee (in US\$)	Quantity
\$2,495 - Nonmember, Single (10' x 10')	_____
\$2,495 - Member, Double (20' x 10')	_____
\$1,395 - Member, Single (10' x 10')	_____

Total Enclosed, US\$ _____

SELECT ONE:

- Check** (payable to International Ozone Assoc. – IOA-IUVA 2009 Conference in US Funds)
 MasterCard **VISA** **American Express**

CHECK NUMBER (if applicable) _____

CREDIT CARD NUMBER EXPIRATION DATE _____

CARDHOLDER'S NAME and BILLING ADDRESS _____

SIGNATURE _____

SEND COMPLETED FORM WITH PAYMENT AND REGISTRATION FORM TO:

International Ozone Assoc. – IOA-IUVA 2009 Conference
PO Box 28873 • Scottsdale, AZ 85255 USA
T: 480-529-3787 • F: 480-473-9068 • E: dianas@io3a.org

By signing below, exhibitor agrees to the terms of this 2009 Exhibit Space Contract and through its Authorized Signatory acknowledges that he/she has read, understands, and agrees to the Payment and Cancellation Policy and the Rules Governing Exhibits. Upon signed acceptance by IOA-IUVA 2009 Conference Representative, this 2009 Exhibit Space Contract shall be binding upon the parties.

Exhibitor Authorized Signature

By _____

Printed Name _____

Title _____

Date _____

IOA-IUVA 2009 CONFERENCE – OFFICE USE ONLY

Accepted By _____

Printed Name _____

Title _____

Date _____

2009 Exhibit Space Contract

1. DEFINITION OF TERMS

- a) "Conference" shall mean the IOA-IUVA 2009 Conference
- b) "IOA" shall mean the International Ozone Association
- c) "IUVA" shall mean the International Ultraviolet Association
- d) "Staff" shall refer to the IOA-IUVA 2009 Conference paid & volunteer staff identified prior to the event and on site and may be used interchangeably with the term "Show Management"
- e) "Exhibitor" shall mean the firm, cooperative, corporation or organization submitting the application for exhibit participation
- f) "Venue" shall mean Hyatt Regency Cambridge
- g) "Exhibit Services Company" shall mean the vendor selected to design and execute exhibit hall displays, furnishings, drayage, etc. as defined by Show Management
- h) "Exhibitor Manual" shall mean the document or series of documents furnished by the Exhibitor Services Company regarding details of the Conference, prior to the event

2. ASSIGNMENT OF SPACE

Assignment of exhibit space will be made in accordance with the order contracts are received by Show Management.

3. EXHIBIT DATES

The exhibit hall will be open May 4 and 5, 2009.

4. EXHIBIT SPACE

The dimensions and location of each exhibit space are believed to be accurate but are not guaranteed to be exact. In all cases, the contracted space is labeled as measured by the Exhibit Services Company between dividing rails and drape.

5. EXHIBIT SPACE EQUIPMENT AND SERVICES

Conference will furnish uniform exhibit space equipment to each exhibitor consisting of draped back 8' high and drape-dividing rails 3' high, together with one-line identification sign with exhibiting company name and booth number. This contract will provide one (1) 6' long x 30" high draped table, one (1) waste receptacle and two (2) basic chairs. Exhibitor may order additional furnishings at his or her own expense from the Exhibitor Services Company and should be ordered in advance of the show. A schedule of prices for standard equipment and services will be included in the Exhibitor Manual and will be mailed to exhibitors prior to the exhibition. All services or equipment ordered from the exhibitor services company and/or venue will be at the Exhibitor's expense.

6. IOA AND IUVA LOGO POLICY

Use of the IOA and/or IUVA logo(s) is NOT a benefit of exhibiting at this combined 2009 Conference. Exhibitor, please note the following excerpt from IOA and IUVA Logo Guidelines:

* An IOA or IUVA member may include, on the product label, the following words in letters no larger than those used for the member's company name:

Member, International Ozone Association (and/or International Ultraviolet Association.

* In the event that these guidelines are violated, IOA and IUVA retain the right to direct the member to cease use of the mark. It is the right of the IOA and/or IUVA to determine whether these guidelines have been violated and/or whether the IOA or IUVA logos have been misused.

* Exhibitor company name, web site URL and logo will be displayed on Conference materials as provided in the 2009 Exhibitor Space Contract

7. PROMOTIONAL MATERIALS MUST MEET INDUSTRY GUIDELINES

All promotional materials of whatever nature utilized by the Exhibitor at or in connection with the Conference must meet the IOA and IUVA Code of Ethics. In addition to the remedies provided in the Code of Ethics, such product promotion material may be submitted to Show Management for its opinion as to the materials' compliance with the industry guidelines no later than fifteen (15) days prior to the opening of the exhibition.

8. PENALTIES

Exhibitor agrees that promotional material of any kind whatsoever or display of products determined by Staff, in its sole and exclusive discretion, to violate paragraph (6) or (7) or any other provision of this agreement, may be removed or ordered removed immediately from the exhibition hall. Failure to do so will result in fines as determined by Show Management.

9. INSTALLATION

Installation of displays may begin on Sunday, May 3, 2009. No construction in exhibit space shall exceed 8' in height unless approved in advance by Conference and fire marshal. Any construction in excess of 8' in height must be kept within 4' of the rear of exhibitor's booth.

10. DISMANTLING

Dismantling may commence at the close of the show Tuesday, May 5, 2009. All materials must be completely repacked and removed from the Venue exhibit hall no later than **6:00 pm** on Tuesday, May 5, 2009. Exhibitors are urged to arrange for their outgoing shipments at the exhibitor service desk prior to the close of the show.

11. WEIGHT LIMITATION

The floor load limit is **200 pounds per square foot.**

12. PROTECTION OF PROPERTY

Nothing shall be posted, tacked, nailed, screwed, or otherwise attached to or on the walls, floors, or other parts of the building or furniture. Any Exhibitor or guest of an Exhibitor violating this regulation is bound at the Exhibitor's expense to repair any damage to the property caused. The use of self-adhesive labels, posters, or signs is forbidden except that an Exhibitor may use them in the contracted exhibit space on the Exhibitor's own equipment and materials. Should Exhibitor's equipment or display include the use of any liquids or fluids that could leak or cause damage, extra precaution should be taken for necessary protection; Exhibitor will be held liable for damage resulting from any such cause.

13. FIRE PROTECTION

All materials used in the exhibition hall must be flame proofed and are subject to inspection by the Venue, city fire department and the state fire marshal.

14. SHIPPING INSTRUCTIONS

All shipments, whether by freight, motor express, or air, **MUST BE PREPAID.** Collect shipments will not be accepted. Fax bills of lading and notice of shipments promptly to the selected exhibitor service company to enable them to trace and control all shipments. Furnish the name of the delivery carrier.

15. RECEIVING, HANDLING, AND STORAGE OF CRATES

The Exhibit Services Company will receive all shipments thus consigned and deliver them to the exhibit space prior to exhibit set-up. Cost of this service and detailed information will be provided in the Exhibitor Manual. Arrangements must be made with the Exhibit Services Company to remove all empty boxes and crates from the area prior to the opening of the show and to return them when the show dismantles. This service is provided with shipments consigned to the Exhibit Services Company. However, if cartons are involved, please make arrangements for storage. Special instructions should be given regarding marking the boxes or crates so they can be properly returned. All exits, fire stations, and fire extinguishers must remain unobstructed at all times. The Exhibit Services Company is responsible for removing all freight. Any non-official freight carriers failing to check in by the designated time and/or freight left on the floor without proper bills of lading will be shipped out by common carrier at the Exhibitor's expense.

16. LIMITATION OF LIABILITY

The Conference, IOA, IUVA and Venue will NOT be responsible for any loss, injury, or damage, including that by fire or theft, which may occur to an exhibitor, his agents, or employees, or to his or their property or wares or to the property of others arising from any cause whatsoever prior to, during, or subsequent to the period of the exhibition. It is recommended that exhibitors cover their property with suitable insurance. The Exhibitor agrees to indemnify and hold harmless the Conference, its affiliates, officers, directors, agents, and employees against any and all liability damage, expense, loss, or claim whatsoever arising from any or all damage to property or personal injury, or loss caused by exhibitor or his agents, representatives, employees, or any other person.

17. CANCELLATION

In the event of event cancellation due to fire, strike, governmental regulation, or any other cause beyond Conference control, Conference shall not be liable for failure to hold the convention and exhibition as scheduled. Show Management, at its sole discretion, shall determine the amount of the exhibit fees, if any, to be refunded.

18. REFUNDS

No refunds will be made if the space reserved is not used nor will any refund be made for space used only part of the time. Cancellation of exhibit space must be submitted in writing pursuant to the terms of the 2009 Exhibit Space Contract and its Cancellation Policy. Telephone or telegram cancellations will not be accepted.

18. ADMISSION

Conference shall have sole control over admission policies at all times. All persons visiting the exhibits will be required to register. Exhibitors will be charged an additional registration fee for attendance at any event defined by Show Management to be in addition to the exhibit space investment.

19. SPECIAL RESTRICTIONS

(A) Exhibitors are prohibited from using amplifying equipment of any nature without permission from Show Management and/or Venue, and if permission is granted, the use of such equipment must not interfere with surrounding exhibits; (B) Exhibitors must confine their activities to the space for which they have contracted; (C) Exhibitors will not be permitted to use strolling entertainment or to distribute samples or souvenirs, except from their contracted exhibit space; (D) Exhibitors who use costumed persons or mannequins should be sure that their manner of appearance and dress is such as not to offend even the most critical; (E) In addition to all other rules governing exhibits, neither Exhibitor or person representing Exhibitor shall distribute or cause to be distributed at the exhibition any materials which could offend the sensibilities of persons visiting the exhibition; and (F) Exhibitor or persons for whom Exhibitor is responsible shall conduct themselves at all times in the exhibition hall in a manner which is not offensive to others visiting or working in the hall. Exhibitor must immediately comply with the judgment of Conference and Staff regarding these matters and any remedial action ordered by Show Management as a result of noncompliance is final.

20. RELATED EVENTS

In order to avoid conflicting events and to maximize the benefits of the exhibition to all, any Exhibitor wishing to hold a non-association seminar, exhibition, conference, or other similar function in proximity to and concurrently with the exhibition must obtain prior written approval from Conference no later than thirty (30) days before the first day of the exhibition.

IOA/IUVA 2009 Conference
PO Box 28873
Scottsdale, AZ 85255 USA
Phone (480) 529-3787
Fax (480) 473-9068
www.io3a.org and www.iuva.org

NOTE: These Rules are subject to the ordinances, rules, and regulations of governmental authorities as they may be invoked from time to time.