By signing, the exhibitor reserves space and agrees to all terms and conditions set forth in this agreement.

**CANCELLATION POLICY**
Exhibitors may cancel purchased exhibit space provided that Conference & Event Management is notified in writing before July 31, 2016. If Conference & Event Management is able to resell the canceled space, exhibitors will receive a refund, less a 5% processing fee. Conference & Event Management assumes no responsibility for having included the name of the canceled exhibitor in conference programs, websites, news releases or other materials.

**DISPLAY SPECIFICATIONS**
Booth Equipment: Standard 8’ x 10’ (8’ deep, 10’ wide) in-line booths will be set with 8’ high back drape, 3’ high side drape, 6’ draped table, 2 chairs, wastebasket and booth ID sign. No exhibit display or signage may exceed 8’ in overall height. The maximum height of 8’ is only permitted in the back 4’ section and a maximum height of 44” is permitted on the front 4’ section. Displays must conform to the size of the allocated space reserved. No display may extend into the aisle. Reasonable effort must be made to provide space within the confines of the booth for interviews, demonstrations, distribution of materials, etc., so that visitors do not obstruct the aisles.

**EXHIBIT HALL TIMES**
Set up and tear down can occur only during the times noted in the document included in the Exhibitor Kit sent approximately 60 days prior to the event.

**EXHIBITOR ADMISSION**
The Exhibitor fee of $2250 includes (2) booth staff registrations without charge for each 8’ x 10’ booth space rented. Exhibitors will be charged $495 until 5/31/2016 and $575 effective 6/1/2016 for each additional representative. Complimentary booth registrations intended use is for the employees of the exhibiting company only. Exhibitor registrations allow attendance of conference sessions and conference meal functions. A full conference registration should be purchased for each additional staff person.

**LIABILITY**
Exhibitor must operate and maintain exhibits so that no injury will result to any persons or property. Exhibitor undertakes and agrees to indemnify and hold harmless the exhibit facility, The University of Texas at Arlington (UTA) and their representatives for all liability which might ensue from any cause whatsoever arising out of the exhibitor's participation in the exhibits or in conference activities. The exhibit facility, UTA, and their representatives will not be liable for injuries to any person or for damage to property owned or controlled by the exhibitor, which claims for damage or injuries may be incident to, arise from, or be in any way connected with the exhibitor's occupation of display space, and the exhibitor, upon signing the contract, expressly releases and indemnifies the aforementioned from any and all claims for such loss, damage or injury.

**PLEASE DIRECT ALL QUESTIONS TO**
UT ARLINGTON CONFERENCE AND EVENT MANAGEMENT:
oshacon@uta.edu • PHONE: 866.906.9190 • FAX: 817.272.2556
INSURANCE
The exhibitor agrees to obtain, at its expense, the following insurance during the dates of the exposition, including move-in and move-out days, and shall be prepared to furnish a certificate of insurance to Exhibit Management if requested: (a) commercial general liability insurance coverage including protective and contractual liability for bodily injury and property damage, a minimum of $1 million single limit, (b) employer’s liability insurance, and (c) workers compensation/occupational disease coverage in full compliance with federal and state laws.

RULES AND REGULATIONS
1. Conference & Event Management will provide security personnel during the hours the exhibit is closed. However, the exhibitor is solely responsible for his/her own exhibit material and should insure his/her exhibit against loss or damage.

2. Exhibit booths must be staffed during exhibit hours by persons who are well prepared to explain, courteously and effectively, all products and services on display. Each exhibitor must wear an official exhibitor’s identification badge.

3. Conference & Event Management reserves the right to make modifications to the exhibit hours as may be necessary to meet program needs.

4. The exhibitor agrees not to dismantle or pack his/her display before the close of the exhibit.

5. It is understood that no rooms, suites, or other space in the conference hotel will be used for exhibit purposes, workshops or other exhibitor sales-related use unless confirmed as ancillary event by Conference & Event Management. Social affairs of all kinds should be scheduled not to conflict with program events.

6. All decorations must be flame-proofed. Electrical wiring must conform with the National Electrical Code safety rules. Exhibitors must comply with all city fire regulations.

7. Exhibitors, or their agents, shall not injure or deface the walls or floors of the buildings, booths, or the equipment of the booths. When such damage appears, the exhibitor is liable to the owner of the property so damaged.

8. Musical instruments, radios, sound motion picture equipment, televisions, or any noise-making machines shall be operated at a noise level that will not interfere with other exhibitors or add unduly to general acoustic inconvenience.

9. Use of copyrighted music – exhibitor agrees to pay all royalties, license fees or other charges for any music, either live or recorded, or other entertainment of any kind or nature, played, staged, or produced by the Exhibitor, his agents or employees, within the premises by this license agreement, including but not limited to royalties or licensing fees due to BMI, ASCAP or SESAC. The exhibitor agrees to indemnify and hold UTA harmless against any and all such claims or charges.

By signing below, I reserve exhibit space at the 2016 OSHA Construction Safety & Health Conference and agree to all terms and conditions set forth in this agreement.

Authorized Exhibitor Signature:______________________________________________ Date:____________________

Company:_______________________________________________________________