

## RULES, TERMS AND CONDITIONS

1. **BOOTH FEE COVERAGE:** The Booth Fee covers the rental of a 10 x 10 booth, one table (with skirting), two chairs, security during non-exhibition hours, routine cleaning of exhibition aisles, general lighting, standard heating and air conditioning.
2. **BOOTH LOCATION:** FTBA reserves the right to assign booth locations to Exhibitors.
3. **LIABILITY OF EXHIBITOR:** Exhibitor shall be fully responsible to pay for any and all damages to property owned by the Hotel, its owners or managers, which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless the Hotel, its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates from any damages or charges resulting from or arising from or out of the Exhibitors use of the property. Exhibitor's liability shall include all losses, costs, damages or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of Exhibitor's occupancy and/or use of the exhibition premises, the Hotel or any part thereof. The Exhibitor understands that the Hotel does not maintain insurance covering the Exhibitor's property.
4. **LIABILITY OF FTBA:** FTBA will not be liable for loss or damage to the property of the Exhibitors, their representatives or employees, from theft, fire, accident or other cause. FTBA will not be liable for injury to exhibitors, their employees or third persons, or for damage to property in their custody, owned or controlled by them, or for property owned or controlled by a third party person whose claims for damages, injuries, etc., may by incident to, arise from, or in any way connected with their use of or occupation of display space. The Exhibitor shall indemnify, save and hold FTBA harmless against any such claim or damage and shall pay and indemnify FTBA for any cost or expenses, inclusive of counsel fees, arising from any such claim.
5. **INSTALLATION AND DISMANTLING OF EXHIBIT:** Installation and dismantling of exhibits may not begin before **January 16, 2019 at 3:00 p.m.** and must be finished by **January 18, 2019 by 2:00 p.m.** Nothing shall be posted on, nailed, screwed, taped, pinned, or otherwise attached to columns, walls, floors or other parts of the building or furniture. All signs must be professionally printed.
6. **CANCELLATION OF EXHIBIT SPACE:** In the event of an exhibit space cancellation, FTBA must receive written notice of such a request for cancellation by **December 22, 2018**. With this notification, FTBA will retain a service charge equal to fifty percent (50%) of the rental fee of the space. If written notice is received after December 22, 2018 FTBA will retain the entire rental fee.
7. **TERMINATION OR INTERRUPTION OF EXHIBITION:** In the event the site where the exhibition is to be held, in the sole determination of FTBA, becomes unfit for occupancy or is substantially interfered with by reason of picketing, strike, embargo, injunction, act of God, a fire emergency declared by any government agency by virtue of any ordinance or law of any Municipal, State or Federal government agency, or any act beyond the control of FTBA, this agreement may be terminated by FTBA.  
  
In the event of such termination, the Exhibitor waives any and all damages and agrees that FTBA, may, after deducting all costs and expenses, including a reserve for claims, refund to the Exhibitors as, and for complete settlement and discharge for all said Exhibitor's claims and demands, his/her pro-rated share of all funds paid by Exhibitors.  
  
In the event the exhibition is interrupted for any reason including, but not limited to, emergencies of any type, failure of utilities or other public services, the Exhibitor waives any and all claims against FTBA.
8. **FTBA or the Hotel will not provide extension cords, power strips, or internet.**