

2017 CREW NETWORK MARKETPLACE—BOOTH AGREEMENT
Marriott Marquis Houston — Wednesday, October 25, 2017 — 4:30pm – 7:00pm

IMPORTANT: BOOTH IS NOT RESERVED UNTIL SIGNED AGREEMENT IS RETURNED
PLEASE RETURN NO LATER THAN August 2, 2017

EXHIBITOR INFORMATION (Please Print)

Company Name _____ Company Specialty/Discipline _____

Contact Name _____ Title _____

Street Address _____

City/ State/Zip _____

Telephone _____ Cell _____

Email Address _____ Web Address _____

BOOTH PRICING: \$2000 Member*; \$4500 Non-member

*Member pricing is offered to companies with one or more employees who are members of CREW Network.

PAYMENT: Amount \$ _____ Check enclosed (make payable to CREW Network)

Credit Card Number _____ Expiration date (required) _____

(Visa, Master Card, Discover or American Express)

Credit Card Billing Address Zip Code _____ Cardholder Signature _____

If paying by credit card, form can be faxed to (785) 832-1551

BOOTH SELECTION – Please list your booth number choices by preference. Choose different areas of the floor plan.

1st choice _____ 2nd choice _____ 3rd choice _____ 4th choice _____

Booths will be given on a first-come, first-served basis and priority placement will be given to Premier Lead Sponsors.

Preferences in booth areas may not be available and CREW Network may assign an alternate area.

Return of this form after August 2, 2017 will not ensure the availability of a booth.

Please list any competitors you do not want to be next to _____

TERMS AND CONDITIONS – Please read and sign. Exhibitor agrees:

1. CREW Network will have the right to make all booth assignments. CREW Network reserves the right to shift booth assignment, if necessary, after the agreement has been signed.
2. Established Rules and Regulations (attached: items 1-17) are a part of this agreement and will be strictly adhered to by the exhibitor.
3. CREW Network will have the right of interpretation and approval of all matters pertaining to the agreement, rules and regulations.
4. No exhibitor will reassign or share all or any part of the booth allotted to the contracting firm without the express written consent of CREW Network.
5. The booth will be considered cancelled by the exhibitor upon the date that written notice of cancellation is received by CREW Network and refunds for cancelled booth will be given as follows:

Before September 1, 2017: A full refund will be given less \$150 administrative fee.

On or after September 1, 2017: NO REFUNDS WILL BE GIVEN

Signature _____ Title _____ Date _____

COMPLETE AND RETURN THE SIGNED AGREEMENT TO:

CREW Network Marketplace, c/o Joyce Day, 1201 Wakarusa Drive, Suite D, Lawrence, KS 66049

or Fax to (785) 832-1551; or scan and email to joyced@crewnetwork.org

Questions call Joyce Day at (785) 832-1808

You will be notified via email of your booth number, once assignments are determined after the August 2 deadline.

CREW NETWORK USE ONLY– DO NOT WRITE IN THIS SPACE

Date received _____ Booth Assignment _____ Approved by _____ Date _____

RULES AND REGULATIONS

1. EXHIBIT DATE/TIME/LOCATION -

Wednesday, October 25, 2017

4:30 pm - 7:00 pm

The CREW Network Marketplace will take place at the Marriott Marquis Houston, Houston Ballroom.

2. EXHIBIT SET UP - Oct. 25, 2017

Noon - 4:00 pm Exhibitor Move-in

Set up and arranging of booth by exhibitors will take place before the marketplace opens. All booths are to be set no later than 4:00 pm.

3. EXHIBIT DISMANTLING - Oct. 25, 2017

7:00 pm - 9:00 pm Exhibitor Move-Out

Packing of materials may begin at 7:00 pm. All materials must be **removed by 9:00 pm**, October 25, 2017. Exhibitors will be liable for storage and handling charges resulting from failure to remove materials at the end of the dismantling period.

4. EQUIPMENT PROVIDED

8' deep x 10' wide booth, 8' high brown and white back drape, 3' high brown side drape, (1) 6' white skirted table, 7"x44" ID sign, (2) side chairs, (1) wastebasket.

5. REASSIGNMENT

CREW Network reserves the unconditional right to reject any application for an exhibit booth and to revise, add to, or abandon any booths shown on the floor plan where CREW Network believes it necessary, to revise the assignment of a booth to an Exhibitor for betterment of the show.

6. SUBLEASING, MODIFICATION OF STANDARD AGREEMENT

Booths are not transferable by exhibitors. No subleasing or reassignment of booth by exhibitors is allowed. CREW Network cannot accept alterations or addendums that modify the regular 2017 CREW Network Marketplace Booth Agreement terms and conditions in any respect.

7. BOOTH REGULATIONS

A. All demonstrations, advertising and promotional activities of an exhibitor must be confined to the limits of the booth. Storage must meet Fire Marshal regulations. No outside meetings, product exhibits, displays or group product discussions may be conducted anywhere without the express written consent of CREW Network.

B. Annoyance - Exhibitors will take every precaution to minimize the noise of operating exhibits. Noise levels objectionable to other exhibitors will not be allowed.

C. Floor Safety - CREW Network reserves the right to stop any product demonstration, which is determined to be a safety hazard.

D. Serving of beverages or food from exhibitor's booth is prohibited.

E. Violations of any of the above mentioned rules may result in the cancellation of the Booth Agreement and removal of the exhibit from the Marketplace without refund or liability to CREW Network

8. BOOTH DESIGN REGULATIONS

A. Federal, state and local fire laws must be strictly observed by all exhibitors. Flammable fluids and substances are prohibited. Fabrics, decorative materials, table covers, artificial plants or flowers shall be flame-proofed and subject to the Fire Marshal inspection. Fire hose cabinets,

service entrances and exit signs must be accessible and in full view.

B. Smoking is strictly prohibited in the exhibit hall.

C. Banners, signs, etc. may not be affixed or attached to any wall in the exhibit hall. No "stick-on" decals and similar promotional items may be distributed in the building. No helium balloons are allowed.

D. CREW Network reserves the right to reject or prohibit any exhibit, or part thereof, including without limitation, any person, article, conduct, printed matter, catalogue or souvenir, that, in its opinion, is not suitable to and in keeping with the character of the Marketplace.

9. INTELLECTUAL PROPERTY

Exhibitor affirms that it owns or is authorized to use all intellectual and creative property used during the Marketplace. Exhibitor will be responsible for all necessary licenses, royalties, and fees for use, and will defend, indemnify and hold CREW Network and CREW Network volunteers, employees, agents and subcontractors harmless from all liability, costs and claims, losses and/or damages (including court costs and attorney fees) with respect to patent, copyright or trademark rights.

10. PUBLICITY

CREW Network may announce the name of Exhibitor, issue press releases, and create and distribute other publicity materials containing the name of Exhibitor in regard to the CREW Network Convention and Marketplace, and is licensed to use the trade names and marks of Exhibitor for those purposes.

11. UNION LABOR

Exhibitors are required to observe all union contracts in effect between CREW Network and the official contractors, the Marriott Marquis Houston, and various labor organizations.

12. CARE OF BUILDING AND EQUIPMENT

Exhibitors are cautioned that they are liable for any damage caused by their representatives to the Marriott Marquis Houston. Nothing may be affixed to any wall, ceiling or floor and will be promptly removed.

13. SECURITY

Each exhibitor will be responsible for their exhibit at all times. CREW Network and the Marriott Marquis Houston shall not be liable for any loss, damage or displacement of any exhibitor's property due to any cause. Exhibitors are cautioned that small articles of value should be properly secured or removed whenever the booth is unattended.

14. LIABILITY

The exhibitor agrees to make no claim against CREW Network and the building owners, nor the members, employees, officers, directors or agents for any injury to any exhibitor, its employees, agents or property or for any loss by fire, theft, water, delay, labor trouble or any cause whatsoever while exhibitors and merchandise are in transit, within the exhibit hall, nor for any damage to its business, for failure to provide space in the exhibit, nor for any action of CREW Network, its members, employees, officers, directors or agents for failure to hold the exhibition as scheduled. CREW Network

reserves the right to restrict, close and remove exhibits because of noise, method of operation, uncooperative personnel, discord in advertising or for any other reason becomes objectionable to the overall conduct, success and high standards established by CREW Network.

The exhibitor further agrees to indemnify and hold harmless CREW Network and the Marriott Marquis Houston from any claims, demands, suits, liability, damages, loss, costs, attorney fees and expenses of whatever kind, which result from any action, or failure to act, or negligence by the exhibitor or any officers, agents, employees and representatives, including but not limited to claims and personal injury, damage or loss of property.

15. INSURANCE

General liability insurance and worker's compensation, with minimum limits of \$1,000,000 each, must be taken out by each exhibiting company at their own expense. Exhibitors must provide CREW Network a copy of the Certificate of Insurance by September 15, 2017.

16. REMOVAL OF EXHIBITS

CREW Network also reserves the right without notice and with no liability whatsoever for damage or loss, for inconvenience, or business interference, to close down, dismantle, dispose of, store or clear away from the premises, any exhibit display, material, goods, property or merchandise of any exhibitor who fails to comply with any of the official Rules and Regulations as set forth herein.

17. GENERAL

Once accepted by CREW Network these rules and regulations becomes a binding agreement and, together with the Show rules and guidelines and any other documents which it incorporates by reference, and any changes made to them by CREW Network from time to time, constitutes entire agreement between the parties and supersedes any previous understandings between the parties. Changes to this agreement must be approved by CREW Network in writing.

All matters in question not covered by these rules and regulations are subject to the decision of CREW Network and all decisions made shall be binding on all parties affected by them as by the original regulations.