



EXHIBITOR TERMS & CONDITIONS

1. DEFINITIONS

"Exhibitor": The party identified on the show registration.

"Show": The specific exposition or conference identified in the application.

"Show Management": Redwood Media Group, LLC, including its agents, employees, and affiliates.

"Hall Management": The facility owner or manager hosting the event, including their representatives.

"Hall": The physical venue where the Show is conducted.

2. AGREEMENT

This contract becomes legally binding upon receipt of registration by Exhibitor along with written email acceptance by Show Management. Show Management reserves the right to accept or reject any registration at its sole discretion and may amend these Terms and Conditions for the overall success of the event.

3. USE OF SPACE

- Show Management reserves the right to refuse, limit, or remove any exhibit, feature, or conduct deemed inconsistent with the character of the Show. This includes restrictions on sound, advertising, physical layout, or content. Exhibitor's display must remain within its assigned boundaries and must not obstruct neighboring exhibits. Sharing, subletting, or assigning exhibit space requires prior written approval.
- No co-exhibitors are allowed. All exhibit spaces must be staffed during show hours. Exhibitors are subject to local laws, codes/permits, and building regulations. Any additional construction or customization requires advance written approval and may incur extra charges.

4. BOOTH REASSIGNMENT

Show Management may reassign booth locations if necessary. Should this result in a reduction in space, Exhibitors will be reimbursed on a pro-rata basis. Non-payment may result in forfeiture of space and all payments made.

5. CANCELLATION OR REDUCTION

All cancellations or reductions in space must be submitted in writing via certified mail or email. Refunds and fees are subject to the following:

- If cancellation request is received 120 days or less prior to the show: 100% of total fees are still due
- If cancellation request is received more than 120 days prior to the show: 100% of total fees less any deposit is refundable

- All deposits are non-refundable
- These fees are agreed-upon as liquidated damages.
- If the Show is cancelled or postponed due to force majeure (e.g., natural disaster, war, pandemic, etc.), Show Management is not liable for refunds or related damages. Exhibitors are responsible for their own event insurance.

6. INSURANCE (MANDATORY)

- Exhibitors must maintain adequate general liability insurance (\$1M per occurrence / \$2M aggregate) and worker's compensation coverage.
- Redwood Media Group, LLC must be named as an additional insured.
- Proof of insurance must be submitted 30 days prior to the event.
- Exhibitor assumes responsibility for any damage caused by its personnel and agrees to indemnify Show Management.

7. OFFICIAL CONTRACTORS & SERVICES

Show Management designates official vendors for drayage, furniture, signage, and other services. Exhibitor contracts directly with these vendors. Union labor rules apply where relevant.

8. FACILITY PROTECTION

No items may be affixed to Hall walls, columns, or floors. Packing and setup must follow Hall and Hall Management rules. Any damage caused by Exhibitor will be billed accordingly.

9. INSTALLATION & DISMANTLING

Schedules and pricing for move-in/out, labor, and services will be outlined in the Exhibitor Manual. Late removal may result in disposal at Exhibitor's expense.

10. LIABILITY

Show Management is not liable for loss, theft, or damage to any exhibit materials or art. Exhibitor assumes full liability and agrees to indemnify Show and Hall Management against any claims.

11. MOVE-IN / MOVE-OUT

All exhibit movement must go through official contractors when required. Exhibitors are responsible for transportation arrangements and adherence to posted schedules.

12. SAFETY

All materials must be fire-retardant. Unsafe electrical or structural features will be removed. Exhibitors are responsible for compliance with all fire and safety regulations.

13. SECURITY

24-hour security is provided, but Exhibitors are solely responsible for safeguarding their property.

14. ATTENDANCE

Show Management maintains full control over event access and admission policies.

15. PHOTOGRAPHY, MEDIA & LICENSING

Show Management may photograph or film the event and use content commercially. Exhibitor grants a limited license to use its trademarks and content for promotional purposes. By providing contact information, Exhibitor consents to receive related communications.

16. OFF-SITE ACTIVITIES

All off-site or unofficial events require prior written approval.

17. ERRORS & OMISSIONS

Show Management is not liable for errors in promotional materials. Exhibitors are responsible for the accuracy of their own information.

18. ASSIGNMENT

This agreement may not be transferred by the Exhibitor without written Show Management consent. Show Management may assign this agreement at its discretion.

19. SEVERABILITY

If any provision is deemed unenforceable, all other provisions remain in effect.

20. LEGAL FEES

The prevailing party in any legal dispute shall be entitled to recover all legal costs, including attorney's fees.

21. GOVERNING LAW

This agreement is governed by the laws of Delaware. All disputes shall be resolved in Delaware courts.

22. SPONSORSHIP

All sponsorship rules and materials are incorporated herein.

23. ADA COMPLIANCE

Exhibitor agrees to comply with all applicable ADA requirements and provide necessary accommodations.

24. AMENDMENTS

Show Management reserves the right to update these Terms and Conditions upon written notice.

25. AUTHENTICITY OF ARTWORKS

Exhibitor must provide valid provenance for any artwork in question and will be held liable for authenticity claims or copyright violations.

26. DISPLAY RESTRICTIONS

All signage, lighting, and furniture must meet Show standards and be pre-approved. Unauthorized media (audio, video, posters, etc.) is not permitted.

27. GENERAL CONDUCT

Exhibitors must wear proper credentials. Verbal agreements must be confirmed in writing. Violations may result in immediate removal without refund.