

Rady Children's | Chadwick Center San Diego for Children & Families

24th Annual

San Diego International Conference on Child and Family Maltreatment

January 25-29, 2010

Town and Country Resort & Convention Center

EXHIBIT TERMS AND GENERAL REGULATIONS

SPACE ASSIGNMENT/FEES:

Assignment of booths shall be determined on a **first-come, first-served basis**. The San Diego International Conference may, at its discretion, accept or reject any application for space. Fees for exhibit space are:

- \$ 600.00 Space For-profit Organization
- \$ 900.00 Space For-Profit Includes 1 Conference Registration
- \$ 300.00 Space for Non-profit Organization & Government Organizations (**must provide certificate**).
- \$ 650.00 Space for Non-Profit Includes 1 Conference Registration
- \$ 50.00 Early Bird Discount by 11/30/09**
- \$ 50.00 May Be Deducted if you are a returning Exhibitor.**

Electricity will be directly handled with GES. You should receive an exhibitor kit shortly.

The following items are included in the booth rental price:

- 10' x 10' Piped and Draped Enclosure
- 6' Draped table, 2 Chairs, 1 Wastebasket
- Identification Sign
- Continental Breakfast/Afternoon Snacks Tuesday through Friday.

TERMS OF PAYMENT AND CANCELLATIONS:

Assignment of exhibit space will not be made without payment and a signed contract. Cancellations must be made in writing and sent to the Exhibit Coordinator. **Cancellations received by December 21, 2009, will receive a full refund, less \$50.00 administrative fee.** No refunds will be issued after that date.

Should any contingency cause cancellation of the conference or exhibit, the sponsoring group shall not be held liable for any expenses incurred by the exhibitor.

EXHIBITOR SET-UP AND DISMANTLING:

Exhibitors will be permitted access to the exhibit area for **set-up** on Monday, January 25, 2009 **after 12:00 noon**. **Dismantling** will be on Friday, January 29, 2010, at 10 AM.

SUBLETTING OF SPACE:

Exhibitors may not assign, sublet or apportion the whole or any part of the space allotted to them.

DRAYAGE FEES

Because of union regulations, conference vendors may be subject to drayage fees for transporting of display items from hotel storage to the Exhibit Hall. Transportation of large items can be arranged with the display company. These fees are handled directly with the drayage/ display company.

Shipping and display information will be provided to you by the decorating company after receipt of booth reservation.

SHIPPING INSTRUCTIONS:

Drayage should be shipped through GES Display Services. **Exhibitors** are encouraged to ship all displays to **ensure arrival no sooner than 3 days prior to installation date**. **The address for GES Display is: 491 "C" Street, Chula Vista, CA 91910**

CARE OF EXHIBIT SPACE:

The **Exhibitors** must neatly maintain and keep in good order the exhibit space for which they have contracted.

SPACE LIMITATIONS:

Exhibits will be confined to the special limits of the respective space(s). All materials must conform to applicable local building, electrical, fire & safety and other regulations.

SECURITY AND LIABILITY:

The exhibit hall doors will be locked at night. Other than that provided by hotel, there will no security service.

It is expressly understood that the **Exhibitor** agrees to indemnify and hold harmless the Chadwick Center for Children & Families-Children's Hospital-San Diego, and the Town and Country Resort & Convention Center from and against any and all liability and property damage or loss arising from or out of the use by the **Exhibitor** of the exhibit space.

HOTEL ACCOMMODATIONS/PARKING:

Exhibitors are reminded that hotel rooms are reserved on a first-come, first-served basis and should plan to make arrangements as early as possible. Parking is \$10.00 per day.

GENERAL INFORMATION:

All matters and questions not covered by these regulations are subject to the decision of the San Diego Conference committee. The committee may amend regulations at any time, and all amendments that may be so made shall be equally binding on all parties affected by them, as are the original regulations. In the event of any amendments or additions to these regulations, written notice will be given to all **Exhibitors** who may be affected by them.

All regulations as stated are part of the legally binding booth reservation contract. In signing, the Exhibitor agrees to abide by the regulations as stated herein and on the Booth Registration form itself.