

TERMS & CONDITIONS

1. ORGANIZER is Dallas Children's Advocacy Center (DCAC), acting through its Officers, Agents, or Employees acting for it in the management of the Exhibition.

2. EXHIBIT HOURS

The exhibition schedule is as follows:

- Exhibitor Set Up | Sunday | 10:00 - 6:00 PM | 1st & 2nd Floor
- Expo Hours | Monday | 7:00 – 5:00 PM | 1st & 2nd Floor
- Expo Hours | Tuesday | 7:00 – 5:00 PM | 1st & 2nd Floor
- Expo Hours | Wednesday | 7:00 – 5:00 PM | 1st Floor
- Expo Hours | Wednesday | 7:00 – 3:00 PM | 2nd Floor
- Exhibitor Tear Down | Wednesday | 5:00 – 7:00 PM* | 1st Floor
- Exhibitor Tear Down | Wednesday | 3:00 – 5:00 PM* | 2nd Floor

*All exhibits must be dismantled and removed from exhibit floor no later than the ending tear down time stated above.

3. PERMISSIBLE EXHIBITS

Conference attendees are professionals, involved in the investigation, prosecution, or healing aspects of crimes against children, and only exhibitors determined to be relevant for this audience will be accepted. All business activities of the Exhibitor, while exhibiting at CACC, must be within the Exhibitor's allotted exhibit space. All materials must conform to applicable local building, electrical, fire and safety, or other regulations. Distribution of literature, conducting surveys, etc., in the exposition aisles is not permitted. Appropriate promotional activities, and giveaways will be permitted within the booth areas. All booth personnel must be properly attired and conduct themselves in a professional manner. Appropriately controlled sound systems will be permissible if sound levels are not objectionable to exhibitors in adjacent or nearby booths. Management will be the final judge, should any controversy arise in the matter. DCAC reserves the right to refuse exhibit space or display of materials not in keeping with the professional standards of Organizer or deemed inappropriate for any reason.

4. ASSIGNMENT OF SPACE

Space assignments will be made on a first-come, first-served basis after both the exhibitor registration has been completed and full booth payment is received. In the event of conflicts regarding available space requested or conditions beyond its control, Event Management has the final say on booth assignment and reserves the right to rearrange the floor plan. Exhibitor booth selections will not be guaranteed or processed without complete registration and full payment.

5. RATES, REFUNDS AND CANCELLATIONS

Space will be charged at the appropriate rate per regular 10' x 10' booth. Exhibitor registrations are not confirmed until full payment is received by DCAC. All cancellations must be in writing and received by May 31st. Cancellations received by midnight CST, May 31st will be entitled to a refund, less a \$250 administrative fee. Any cancellation received after midnight CST, May 31st, or no-shows, will not be entitled to any refund. This cancellation policy applies to exhibit space, as well as exhibitor upgrades.

6. REJECTION

DCAC reserves the right to reject any application for exhibit space or remove an exhibit, once installed, should an exhibit be deemed inappropriate (as determined exclusively by Event Management.)

7. SPACE RELOCATION

All or any part of the space herein above designated is subject to reassignment or rearrangement by DCAC for the purpose of consolidation of display space or for any reason. DCAC may also assign or reassign space to Exhibitor, as it deems to be required, by virtue of the need of Exhibitor for electricity or other services and the availability, capacity, and locations of these services. The judgment of DCAC shall be final.

8. SUBLETTING OF SPACE

Exhibitor may not assign, sublet, or apportion any space contracted hereunder without permission from DCAC. Exhibitor may not show in such space any articles, other than those manufactured or sold by the registered company, without obtaining the written consent of DCAC. Exhibitor shall not promote any items, other than those manufactured or sold by the registered business.

9. LIABILITY

It is expressly understood the Exhibitor shall indemnify, defend, and hold harmless DCAC and any of their officers, agents, or employees, from all claims, demands, suits, liability, damages, losses, costs, attorney fees and expenses of whatever kind or nature, which might result from or arise out of any action or failure to act on part of the Exhibitor or any of its officers, agents, or employees. DCAC shall have the right to approve any legal counsel selected to defend DCAC in any such claim or alleged claim.

10. INSURANCE

Exhibitors who desire insurance on their exhibits must secure insurance at their own expense. All property of Exhibitor is understood to remain under Exhibitor's custody and control in transit to or from or within the confines of the event site. Exhibitors shall carry their own insurance to cover exhibit material and/or equipment against damage and loss, and public liability insurance against injury to the person and property of others. DCAC shall not be obligated to carry any insurance for the benefit of the Exhibitors.

11. SIGNAGE

Signs and posters must be within the booth area and may not be posted on columns or pillars or placed in aisles and must conform to height limitations (8 feet.) Exhibitors are responsible for supplying their own display boards and/or exhibits. A 7" x 44" identification sign will be provided for each 10' x 10' booth space by Organizer.

12. BOOTH CONSTRUCTION

All exhibits must be confined to the spatial limits of respective booths as indicated on the floor plan. All materials must conform to local building, electrical and Fire Department codes and regulations.

13. SERVICES

Each Exhibitor, as part of the contract with DCAC, will be provided the following at no additional charges: Installation of necessary flame-proofed drape background, 7" x 44" identification sign, one 6' skirted table, two chairs, one waste receptacle. The Hall is carpeted. Additional furnishings may be ordered at Exhibitor's expense from the onsite exhibit management company.

14. INSTALLATION OF EXHIBITS

Installation of exhibits may occur from 10:00 AM through 6:00 PM on Sunday before the conference begins. No installation will be allowed on Monday morning due to high volume registration activity. All exhibits must be fully operational on Monday morning by 7:00 AM, including removal of all storage crates. If installation of any exhibit has not been completed by 7:00 AM on Monday, DCAC shall have the right to order the exhibit installed and the exhibitor billed for all charges. Also see DEFAULT IN OCCUPANCY.

15. CARE OF EXHIBIT SPACE

The Exhibitor must surrender the space occupied by it in the same condition as it was at the commencement of the occupation, ordinary wear excepted. Exhibitor shall be responsible for damage to property. Storage of any empty containers is prohibited in the display area. Alcoholic beverages and smoking are prohibited in the exhibit areas.

16. EXHIBITOR PERSONNEL

The Exhibition is limited to vendors who have contracted and paid for space assignments. Exhibitor and its representatives are required to wear conference-issued identification badges and lanyards throughout the Exhibition. Each person in attendance must have his or her own identification badge. Conference badges may not be shared and/or exchanged to avoid purchasing the appropriate amount or type of badge. Misuse, or obtaining additional badges by fraud/deception, is cause for removal. It is not permissible to substitute a company or personal identification badge for the conference supplied badge and lanyard.

17. REMOVAL OF EXHIBITS

Exhibitors will complete arrangements for prompt pickup of all outbound shipments and remove the exhibit at the time specified by DCAC for removal of exhibits. All freight, not called for within the contractor's designated move-out time, may be shipped by the official cartage carrier. All Exhibits in First Floor Exhibit Hall will remain intact until 5:00 PM on Wednesday. All exhibits on Second Floor Conference Center must be dismantled beginning at 3:00 PM on Wednesday and be moved out by 5:00 PM to accommodate evening events in the Lone Star ballroom. All exhibits must be completely removed from the 1st Floor Exhibition Hall by 7:00 PM on Wednesday.

18. VIOLATIONS

Any violation of any of the Terms and Conditions by Exhibitor shall give DCAC the right at its option to terminate the right of the Exhibitor to occupy space and DCAC may re-enter and take possession of the space occupied by the Exhibitor and remove all persons and goods at the Exhibitor's own risk, and the Exhibitor shall pay all expenses and all damages, which DCAC may incur, and forfeit all monies paid or due to DCAC. Exhibitor waives the service of written notice to reenter and terminate.

19. GENERAL

The Terms and Conditions are to be construed as a part of the agreement between the Exhibitor and DCAC. DCAC reserves the right to interpret all matters and questions not covered by the Terms and Conditions. The Terms and Conditions may be amended at any time by DCAC, and all amendments shall be equally binding on all parties affected by them, as the original Terms and Conditions. Written notice will be given by DCAC to those Exhibitors affected by them.

20. EVENT CANCELLATION

The performance of this Agreement is subject to any circumstance making it illegal or impossible to provide or use the hotel facilities, including acts of God, war, government regulations, disaster, strikes, civil disorder, terrorism, health quarantine, or curtailment of transportation facilities. The agreement may be terminated for any of the above reasons by written notice from DCAC to the Exhibitor. DCAC will not be liable for any costs or damages related to a cancellation. No refunds will be given after date provided in the cancellation policy.

21. EXHIBIT HALL AVAILABILITY

The Exhibit Hall will be closed and unavailable to exhibitors during the following times. Therefore, the exhibitor may want to secure exhibitor's belongings and valuables elsewhere during this period of closure:

- 6:00 PM on Sunday until 7:00 AM Monday.
- 5:00 PM on Monday until 7:00 AM on Tuesday.
- 5:00 PM on Tuesday until 7:00 AM on Wednesday.

22. CACC LOGO USAGE AND GUIDELINES

Use of the Crimes Against Children Conference (CACC) logo in any exhibitor booth graphics, collateral or other booth materials must be approved in advance by DCAC and DCAC will remove any items with the CAC Conference logo that were not approved in advance.

23. CONFERENCE ACCESS

The two Exhibit Hall badges that are initially included with this Exhibitor registration do not admit attendees to conference plenary or breakout sessions. It is the responsibility of the exhibiting company to notify all booth staff they will be required to purchase an upgraded workshop badge for each person who wishes to attend any workshop or plenary session. Upgraded badges may not be shared and/or traded among booth personnel to avoid purchasing the appropriate amount or type of badge.

24. DEFAULT IN OCCUPANCY

If exhibit space is not occupied by the time set for completion of installation of displays, such space may be re-possessed by Event Management for such purposes as it may see fit.

25. OFFICIAL SERVICE CONTRACTOR

To assure orderly and efficient installation, operation, and removal of the displays, and to minimize confusion by the presence or solicitation of unknown or unqualified firms, Event Management has designated an official service contractor. Exhibitor may be free to use its own display house providing the outside set up/dismantle contractor for the exhibit submits a request, in writing, to Event Management and includes a list of the names of all display company representatives working in the exhibit area along with the proof of liability insurance satisfactory to Event Management.

26. INTERNET AND ELECTRICITY

Not every exhibitor opts for electricity and/or Internet service. Therefore, Internet and electricity are not included in booth rental fee. Internet and electricity at booth site must be ordered by each individual exhibitor. Information and forms will be provided on conference website and within the exhibitor management system. Complimentary Wi-Fi service is sometimes provided by the hotel but is not guaranteed. The conference is not responsible for the reliability or strength of signal. All Internet and electricity purchases are transactions between each exhibitor and the vendor supplying these services.

27. LISTINGS AND PROMOTIONAL MATERIAL

By exhibiting at the Event, Exhibitor grants to Organizer a fully paid, perpetual non-exclusive license to use, display and reproduce the photograph, name, trade names, and/or product names of Exhibitor in any directory or distribution list or material (whether in print, electronic or other media) listing persons exhibiting at the Event and to use such names in promotional materials. Organizer shall not be liable for any errors in any listing or descriptions or for omitting Exhibitor or any other exhibitor from any directory or other distribution lists or materials.

28. MISCELLANEOUS

All matters or questions not covered here are subject to the judgments of the Dallas Children's Advocacy Center (DCAC).