

# Rules Governing Exhibition and Set-Up

1. **Definitions:** As used herein, "Management" and or "AADGP" shall mean the Executive Office staff and members, acting for the AADGP in management of the AADGP Annual Conference.
2. **Eligible Exhibits:** Management reserves the right to determine eligibility of any company or product to exhibit.
3. **Display Heights:** Display materials (including show cases, display or storage cabinets, electrical fixtures, wires, conduits) may not exceed 8 feet in width or height. All displays/furniture must meet specifications set by the Exhibition Company.
4. **Positioning of Equipment/Items:** Machinery and equipment may not be closer than 12 inches from the aisle. Samples and handouts may not be distributed closer than 12 inches from the aisle. All items must be contained within the boundaries of your booth. Banners of any sort may not hinder the view of neighboring booths. Management reserves the right to ban or require movement of any and all items located within your booth.
5. **Lotteries and Contests:** The operation of any type of drawing for prizes must be contained to the exhibit.
6. **Samples:** The exhibitor may distribute samples and publications only from within its space.
7. **Badge Policy:** Badges must be worn at all times by exhibitors.
8. **Booth Representatives:** Exhibitor representatives shall be restricted to actual employees of exhibiting companies. Booth representatives shall wear badge identification furnished by Management at all times.
9. **Relocation of Exhibits:** Management reserves the right to alter the location of Exhibitor, or of assigned space(s) within Planet Hollywood (Venue), at its sole discretion.
10. **Subleasing:** Exhibitor may not sublet its space, nor any part thereof, offer for sale, give as a premium, or advertise articles not sold in its own name without the prior written consent of Management. Rulings of the Management shall in all instances be final with regard to use of any exhibit space.
11. **Conflicting Meetings:** Exhibitor agrees not to extend invitations, call meetings or otherwise encourage absence of attendees from the exhibit hall and meeting rooms during the hours of any official conference activity.
12. **Insurance:** The Exhibitor assumes all responsibility for any and all loss, theft or damage to exhibitor's displays, equipment and other property while on the Venue's premises, and hereby waives any claim or demand it may have against the AADGP and/or the Venue, or its affiliates arising from such loss, theft or damage. In addition, the exhibitor agrees to defend (if requested), indemnify and hold harmless the American Academy of Dental Group Practice (AADGP) and/or the Venue, and their respective parent, subsidiary and other related or affiliated companies from and against any liabilities, obligations, claims, damages, suits, costs and expenses, including, without limitation, attorney's fees and costs, arising from or in connection with the exhibitor's occupancy and use of the exhibition premises or any part thereof or any negligent act, error or omission of the exhibitor or its employees, subcontractors or agents.
13. **Use of Exhibition and/or Decorating Company:** The Exhibitor agrees to **contract directly** with Exhibition and/or Decorating company prior to conference dates **and** incur any and all fees with respect to booth/space set-up (including but not limited to table and chairs, pipe and drape, electricity and signage).