



Exhibitor Rules & Regulations: Terms & Conditions

Version: January 6, 2019

Contract: The following rules and regulations become binding upon acceptance of this contract between the applicant (Exhibitor) and his/her employees and The Marskell Group LLC, the Career Fair organizer. The Marskell Group LLC, hereby grants the Exhibitor the privilege to use space, upon payment of the agreed-upon fee, provided in the Exhibition Hall, during the Career Fair, subject to the conditions contained in this document.

Exhibit Space Description: A single exhibit booth space includes a 8' x 10' area, with a 8' high draped back wall, 3' high drape side rails, one 6' draped table, two chairs, one identification sign and two representative name badges. A double exhibit booth space includes twice the amount of all listed items. No walls, partitions, signs, or decorations may be erected which will interfere with the general view "down the aisle" or view of other exhibits.

Booth Space Assignment: Booth location will be assigned on a first come first-served basis based on the form sent out prior to the event, and receipt of payment in full. Final allocation of space shall be at the sole discretion of The Marskell Group LLC. If it is determined that relocation of an Exhibitor is necessary to provide a more balanced exhibition or to facilitate a successful traffic flow, the Exhibitor shall abide by the decision of The Marskell Group LLC.

Adherence to Schedule: Exhibitors understand that no move-ins or move-outs will be permitted other than in accordance with the schedule set forth in the schedule of events. Exhibitors will not dismantle or remove equipment until after the close of the show unless otherwise agreed to by The Marskell Group LLC.

Exhibitor Payment: The Exhibitor agrees to submit full payment and complete all applicable registration forms to The Marskell Group LLC prior to the event.

Exhibit Hours and Disclaimer: Exhibit space should be occupied during all exhibit hours, unless a special circumstance prevents exhibitor from attending. This agreement is for the rental of the exhibit space only. The Marskell Group LLC has not made and does not make any warranty or representation whatsoever, either expressed or implied, including but not limited to the level of attendance at the Career Fair or the number of attendees who will visit any of the exhibitors.

Payments and Refunds – No Show/Cancellation Policy: Events reservations may not be canceled but may be exchanged for other cities or dates (as long as advertising hasn't started for the original event). In the event of receipt of notice of cancellation after the ad campaign has begun, a no show or any other breach, the full fee shall be due and payable. Future credit at management discretion.

Noisy and Obnoxious Equipment: The operation of whistles or any objectionable device will not be allowed. After the Fair opens, noisy and unsightly displays will not be permitted. The Marskell Group LLC reserves the right to restrict exhibits that may be objectionable or to order the removal of any portion of an exhibit which in the judgment of The Marskell Group LLC is detrimental to or distracts from the general order of the exhibits.

Potential Allergies: No balloons or peanuts are permitted within the exhibit hall due to potential latex and peanut allergies.

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Attendee Database – Limited Use: Exhibitors in good standing and who have paid their invoice in full will be given a copy of the attendee database within a few days of the Fairs conclusion and agree to the following restrictions. 1- The sale, distribution, or sharing of any attendee database, given by The Marskell Group LLC, by any means is strictly prohibited. 2. – Attendee solicitation, by any means, is limited to 2 (two) occurrences within the first 60 days of the Fair. An additional 2 (two) occurrences are allowed after 60 days but within 270 days (9 months) of the Fair. A \$1,000 fee will be assessed each any additional use. E-Blasts sent by The Marskell Group LLC does not count against the above limits. Continued next page.

No Solicitation: Solicitation to other exhibitors during the event and/or at related functions is strictly prohibited.

Hotel and Travel Arrangements: Exhibitors are expected to make their own hotel and travel arrangements. A limited block of hotel rooms will generally be available on a first-come-first served-basis as outlined in our pre-Fair communication.

Fire and Safety Regulations: In order to comply with local fire ordinance requirements, all decorative material must be flame resistant. No volatile or flammable fluids, substances or material of any nature prohibited by city/local fire regulations or insurance carriers may be used in any booth.

Indemnification and Limitation of Liability: Exhibitor shall assume responsibility for damage to the Site and shall indemnify and hold harmless The Marskell group LLC, its employees, agents, officers and directors and the Site for all liability ensuing from any cause whatsoever, including accidents or injuries to Exhibitor, its agents or employees. Exhibitor assumes full responsibility for any accident, injury or property damage to any person viewing its exhibit where such accident, injury or property damage is caused by negligence of Exhibitor, agents or employees. All exhibit material, equipment and property of any kind that may be on licensed property of the Site shall be the SOLE risk of Exhibitor. In the event any Exhibitor's property is stolen, lost, damaged or destroyed, no part of such loss or damage is to be charged or borne by The Marskell Group LLC or the Site. In addition, Exhibitor acknowledges that The Marskell Group LLC and the Site do not maintain insurance covering Exhibitor's property and that it is the sole responsibility of Exhibitor to obtain general liability, workers compensation, business interruption and property damage insurance covering such loss by Exhibitor.

Shipping, Equipment & Booth Set Up: Shipping, equipment and booth set-up, maintenance, dismantling, crating, uncrating and all other matters relating to the Exhibitor's exhibits are the sole responsibility of the Exhibitor. Exhibitor must also make arrangements to return-ship their material. Please do not ship your company's exhibit material directly to the hotel as they do not have space for storage, and there is no guarantee you will receive your material. U.S. Exhibitors should also take into account Custom rules, regulations and possible delays. The Marskell Group LLC will not be responsibility for any shipping issues, delays or damage, nor for any goods or equipment left at the exhibit hall.

Use of Exhibit Space: Exhibitors shall reflect their company's highest standard of professionalism while maintaining their exhibit space during show hours. No Exhibitor shall assign, sublet, or share exhibit space without the written permission of The Marskell Group LLC.

Audio/Video and Electrical Services: Special arrangements must be made in advance for audio/video and electrical services. All cost for these additional needed services are the sole responsibility of the Exhibitor. Please use the provided forms to contract directly with the audio/video and/or electrical companies. For additional help, please contact Corey@Marskell.com or call him at (386) 968-2950.

Damage to Property: The Marskell Group LLC will not be responsible for the safety of the property of the Exhibitor from theft, damage by fire, accident, vandalism or other cause. The Marskell Group LLC will not be responsible for damage or injury to persons or property resulting from the negligence or action of others. Exhibitors must not apply paint, lacquer, adhesive, tape, Velcro, or any other coating to building, columns, floors, or to standard booth equipment. The Exhibitor accepts full responsibility for liability for damages to persons or property, public or private, arising out of its use of the exhibit space at the Career Fair.