

VISION 2020: FIRSTNET USERS SUMMIT

Exhibitor Rules and Regulations

DESCRIPTION OF EXHIBIT SPACE

BOOTH

- 8' deep x 10' wide = 80 square feet
- Includes:
 - 8' high draped back wall and 36" draped side rails to define space
 - One (1) 6' long x 30" high draped table
 - Two (2) chairs
 - One (1) Wastebasket
 - Company sign

1. ADVERTISING

Exhibitor shall not distribute, or permit to be distributed, any advertising matter, literature, walking advertisement, souvenir items or promotional materials in or about the Facility except from its own allotted exhibit space unless such distribution is approved by PSBTA.

2. AMERICANS WITH DISABILITIES ACT (ADA)

All exhibiting companies are required to be in compliance with the American with Disabilities Act (ADA), and are encouraged to be sensitive, and as reasonably accommodating as possible, to attendees with disabilities. Information regarding ADA compliance is available from the U.S. Dept of Justice ADA Information Line, (800) 514-0301, and from the ADA Web site at www.usdoj.gov/crt/ada/adahom1.htm.

3. EARLY TEARDOWN VIOLATION

Please note, any exhibitor who chooses to tear down early without preapproval from show management (any time prior to the designated teardown hours) will be prohibited from exhibiting in future events.

4. FLAMMABLE AND TOXIC MATERIALS

All materials used in display construction and decorating should be made of fire-retardant materials and be certified as flame retardant. Samples should also be available for testing. Materials that cannot be treated to meet the requirements should not be used. A flame-proofing certificate should be available for inspection. Exhibitors should be aware of local regulations regarding fire/safety and environment which must be adhered to. Exhibitors should dispose of any waste products they generate during the exhibition in accordance with guidelines established by the Environmental Protection Agency and the facility

5. FOOD AND BEVERAGE

All food and/or beverage items served within and Exhibitor's exhibit space must be coordinate through the Official Facility Caterer. Preparation of food within an Exhibitor's exhibit space is prohibited. An exhibitor shall not bring into the Facility any food or beverages of any kind without prior written approval from the Official Facility Caterer.

6. LIGHTING AND SOUND

- 6.1 Without exception, all light and sound must be contained within, and directed into, the footprint of the contracted exhibit space.
- 6.2 Additional lighting may be brought in for the exhibit space however this lighting must be restricted to the contracted exhibit space. Lighting should not shine onto the aisles or into a neighbor's exhibit space.
- 6.3 Sound must not be at a level that interferes with normal levels of communication in a neighboring exhibit space.
- 6.4 Musical instruments, audio equipment, and other noise-making devices or amplifying equipment shall be operated only at a level which will not interfere with other exhibitors. Without exception, all sound must be contained within, and directed into, the footprint of the contracted exhibit space. PSBTA shall be the sole judge of what constitutes appropriate sound levels.
- 6.5 The use of flashing electric signs or lights, glaring lights, or other irregular lighting effects are prohibited. Lights may not be directed into other booths or the aisle and may not show through drapery.

7. LOTTERIES

An Exhibitor who plans to use raffles, lotteries, or games of chance as a merchandising tool requires prior Show Management approval. The exhibitor shall ensure that any such raffle, lottery, or game of chance is not in violation of any applicable statute, regulations or ordinance.

8. MEETINGS

Exhibitors shall not hold any meetings or events with proprietor attendance during publicized event dates or hours without prior written approval of PSBTA.

9. PHOTOGRAPHY

The photographic rights for the Exhibition are reserved to Management. Only photography of the exhibitor's exhibit space or product is permitted.

10. STORAGE

Fire regulations in most exhibit facilities prohibit storing product, literature, empty packing containers, or packing materials behind back drapes or under draped tables. In most cases, however, exhibitors may store a limited supply of literature or product appropriately with the exhibit space so long as these items do not impede access to utility service, create a safety problem or look unsightly.