

**IWCAC WORKERS' COMPENSATION SYMPOSIUM 2019
TERMS OF EXHIBIT/EXHIBITOR AGREEMENT**

Assigning Exhibit Space:

Availability and location of exhibit booth shall be on a first come, first serve basis. Exhibit space is limited and online registrations will not be accepted after 65 registrations have been made. The Symposium Coordinator will make final assignments and no exhibit may be moved except by mutual consent of the parties. Only adjustments due to a conflict of companies and products will be considered. Exhibitor identification signs will be in place upon arrival identifying each space. No tabletop display shall extend into adjoining exhibit areas.

Exhibitor Fees: \$675 + \$35 for ONE additional representative

Exhibit fees shall include space (8' x 6' Booth, 6' skirted table, 2 chairs, Signage), name badges, coffee breaks, luncheon and one admission to the reception hosted by the Iowa Workers' Compensation Advisory Committee, Inc. Each exhibit may have one additional representative registered (\$35).

Set Up/Dismantle:

All exhibits for this Symposium will be displayed in the Des Moines Exhibit Hall on the third floor. Set up may commence Wednesday, June 12, 2019 starting 5:00 pm. Dismantling and clearing of the Hotel is Friday, June 14 by 12:30 pm.

Shipping booth packages: If your booth package is less than 250 pounds and you wish to ship to the Hotel, each package shall be labeled:

Des Moines Marriott Downtown
On Site Contact: _____ (Exhibitor Representative)
700 Grand Avenue
Des Moines, Iowa 50309

Name of Convention: Workers' Compensation Symposium
Number of Packages _____
Contact Name and Phone Number _____

If there is any damage to the Hotel furniture, fixtures, building or equipment caused by installation, presence and/or removal of exhibits and exhibit materials, exhibitors shall directly reimburse the Hotel for the cost of such repair or replacements as may be necessary. Nothing shall be posted on, nailed, screwed or otherwise attached to walls, floors or any parts of the building or furniture.

Restrictions/Subleasing:

The Hotel allows no pastries or baked items to be served at exhibits unless purchased through the Hotel.

No Exhibitor may assign, sublet or apportion the whole of any part of the space allotted to him or her; nor exhibit therein, nor permit any other person or firm to exhibit therein, any goods other than those manufactured or distributed by the exhibitor in the regular course of business.

Character of Exhibits:

The Iowa Workers' Compensation Advisory Committee, Inc., reserves the right to decline or prohibit the exhibit, exhibitor or proposed exhibit which, in its opinion, is not suitable to or in keeping with the character of the Iowa Workers' Compensation Advisory Committee, Inc.

Exhibit Insurance/Hold Harmless Clause:

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, same and hold harmless the Iowa Workers' Compensation Advisory Committee, Inc., its members, employees, and agents against all claims, losses and damages to persons or property, governmental charges of fines and attorney fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or part thereof, excluding any such liability caused by the sole negligence or concurrent comparative negligence of the state of Iowa and their employees and agents, as well as the Iowa Workers' Compensation Advisory Committee, Inc., its members, employees and agents.

In addition, exhibitor acknowledges that the state of Iowa and the Iowa Workers' Compensation Advisory Committee, Inc., do not maintain insurance covering exhibitor's property or potential liabilities and that is the sole responsibility of the exhibitor to obtain business interruption insurance, property damage insurance and liability insurance covering such losses by exhibitor. Exhibitor shall obtain and keep in force during the term of installation and use of the exhibitor premises, policies of comprehensive general liability insurance and contractual liability insurance insuring and specifically referring to contractual liability set forth in the foregoing paragraphs hereof, in an amount not less than \$1,000,000 combined single limit for personal injury and property damage.