



# EXHIBITOR RULES & REGULATIONS

January 29, 2009

David Posnack Jewish Community Center  
5850 South Pine Island Road • Davie, Florida

## 1) Exhibit Date and Hours—

Scheduled exhibit hours are from 4 p.m. to 9 p.m. on Thursday, January 29, 2009.

## 2) Assignment of Exhibit Space—

Exhibit space assignments are first-come, first-served. Exhibitors may reserve space by returning the completed application by Monday, January 12, 2009. If completed after this date a \$150 fee will be imposed. *Checks should be made payable to the America-Israel Chamber of Commerce.*

## 3) Application/Occupation/Cancellation of Exhibit Space

Application for exhibit space must be made in writing using the enclosed application form or a photocopy of this form. Submit contract by January 19, 2009. No space accepted without a contract. Exhibitors may not assign or sublet any space allotted to them and may not advertise or display goods other than those manufactured or sold by them in the regular course of their business. Cancellation of sponsorship must be made in writing to Jeff Hild, Sponsorship Co-Chair, at jahild@arnstein.com.

## 4) Installation of Exhibits

Installation must take place between 8 a.m. and 3 p.m. on Thursday, January 29, 2009. No installation work will be permitted after this time.

## 5) Removal of Exhibits

All exhibits must remain intact (not dismantled or removed) until 9 p.m. on Thursday, January 29, 2009. Exhibit removal must be completed by 10:30 p.m. on Thursday, January 29, 2009.

## 6) Booth Construction and Arrangement

All exhibits must be confined to the special limits of the booth as indicated on the floor plan. No part of the display, except equipment therein, is permitted in excess of eight feet in height without prior permission granted by America-Israel Chamber of Commerce. Booths shall not present an objectionable side appearance when viewed from adjoining booth areas. America-Israel Chamber of Commerce reserves the right to request changes to booth arrangements that interrupt the flow of traffic.

## 7) Use of Space/Promotional Materials

Persons who are prepared to explain all products and services on display must staff exhibit areas during exhibit hours. Each exhibitor must wear an official Doing Business in Israel Trade Show badge. All solicitation, demonstration or other promotional activities must be confined to the limits of the exhibit hall. No exhibitor or sponsor can distribute promotional materials in a breakout room or session, unless they are participating as a speaker for that session/breakout. Literature on display shall be limited to reasonable quantities (one-day supply). A company's promotional materials should not interfere with any other company's booth or sponsorship. Exhibitors may only distribute materials from their booths. Further, an exhibitor/sponsor is prohibited from distributing copyrighted materials, unless they have written permission to distribute such materials.

## 8) Function Space

It is understood that no rooms, suites or other spaces in the conference venue are to be used for exhibit purposes, workshops or other sales-related use.

## 9) Care of Exhibit Space and Building

The exhibitor shall care for and keep occupied space in good order. Special cleaning and dusting of the booth and display equipment and material will be the exhibitor's responsibility. Exhibitors may not place anything in the exhibit space common areas during the open hours of the exhibition. Exhibitors, or their agents, must not injure or deface the walls or floors of the building. When such damage appears, the exhibitor is liable to the owner of the property so damaged. Electrical wiring must conform to the National Electric Code Safety Rules. Combustible materials or explosives are not permitted in the exhibit area.

All exhibits shall be operated in a way that does not detract from other exhibits or the Trade Show. America-Israel Chamber of Commerce management determines the acceptability of persons, things, conduct, sound equipment and/or printed material and reserves the right to require the immediate withdrawal of any exhibit that is believed to be injurious to the purpose of America-Israel Chamber of Commerce. In the event of such restriction or eviction, America-Israel Chamber of Commerce is not liable for any refund of exhibit fees or any other exhibit-related expenses.

## 10) Sales, Samples and Souvenirs

No goods are to be sold for delivery on the floor. Orders may be taken for future delivery. Free samples and souvenirs may be given away at exhibitor's designated booth only. Exhibitors may not display literature or products at any other conference area.



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### **11) Liability**

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and hold the David Posnack Jewish Community Center and the America-Israel Chamber of Commerce and its employees and agents harmless against all claims, losses and damages to persons or property, government charges or fines and attorney fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy or use of exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of the venue, its employees and agents.

### **12) Security**

Exhibitors should take steps to protect merchandise or equipment they have displayed. Please see that all small display and personal items are secure before leaving the hall – even temporarily. The venue and America-Israel Chamber of Commerce are not liable to any exhibitor for the loss or damage of property.

### **13) Insurance**

All exhibitors are strongly urged to obtain insurance coverage against damage or loss and public liability insurance against injury to the person or property of others. Exhibit materials should be covered from the time they are shipped, through move-in, exhibit dates, move-out and until all materials have been received at the point of origin. The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage to exhibitor's display, equipment or other property brought upon the premises of the hotel and shall indemnify and hold harmless America-Israel Chamber of Commerce and the venue from any and all such abuses, damages and claims.

### **14) The Americans with Disabilities Act**

Exhibitor shall be responsible for making its exhibit accessible to persons with disabilities as required by The Americans with Disabilities Act and shall hold America-Israel Chamber of Commerce harmless from any consequences of exhibiting companies who fail in this regard.

### **15) Compliance**

Exhibitor agrees to abide by and comply with the rules and regulations including any amendments that conference management may make from time to time. Exhibitor further assumes all responsibility for compliance with all pertinent laws, ordinances, regulations and codes of duly authorized local, state and federal governing bodies concerning fire, safety and health as well as the rules and regulations of the operators of and/or owners of the property where the exposition is held.

### **16) Trade Show Postponement or Cancellations**

America-Israel Chamber of Commerce in its discretion shall have the right to postpone or cancel the conference and exhibit and shall be liable in no way to Exhibitor for losses resulting from such delay or cancellation. America-Israel Chamber of Commerce will not be liable for fulfillment of this contract as to the delivery of exhibit space if non-delivery is due to any of the following causes: by reason of the facility's being damaged or destroyed by fire, act of God, public enemy, war or insurrections, strikes, the authority of the law, or for any cause beyond the America-Israel Chamber of Commerce's control.

### **Amendments**

Any and all matters and questions not specifically covered by the preceding regulations shall be subject to the decision of the America-Israel Chamber of Commerce. These rules and regulations shall be binding on exhibitors equally with the foregoing conditions. Exhibitors shall be notified in writing of any amendments to these regulations.

### **17) Questions**

For more information, contact Jeff Hild, Sponsorship Co-Chair, at (312) 876-6939 or e-mail at jahild@arnstein.com.