



EXHIBIT SPACE APPLICATION & CONTRACT

September 17 - 19 | Long Beach, California
Long Beach Convention Center
Exhibit dates: Sept. 18 - 19
IntermodalEXPO.com



BOOTH RATES

Booth Size	Member Rate	Non-Member Rate	Complimentary Registrations
10' x 10'	\$3,280	\$3,750	3
10' x 20'	\$5,775	\$6,545	4
10' x 30'	\$7,215	\$8,245	5
20' x 20'	\$9,120	\$10,300	6
20' x 30'	\$11,820	\$13,370	7

Booth Size	Member Rate	Non-Member Rate	Complimentary Registrations
20' x 40'	\$13,265	\$14,965	8
30' x 30'	\$14,330	\$16,160	9
20' x 50'	\$16,275	\$18,410	10
30' x 40'	\$16,850	\$19,125	10
12' x 70*	\$9,825	\$11,155	6

*trailer space

BOOTH SELECTION

Booth size needed _____ Booth Cost \$ _____

Currently member of IANA: Yes No

List your three top choices for booth locations: 1) _____ 2) _____ 3) _____

ASSIGNMENT INFORMATION

To assist in the assignment of exhibit space, please list those companies who have product lines competitive with yours.

1) _____ 2) _____ 3) _____ 4) _____

DIRECTORY/CONTACT INFORMATION

Company Name _____ Directory Reference (i.e. A-Z) _____

Address _____

City _____ State _____ Zip/Postal Code _____ Country _____

Company Phone _____ Company Fax _____

Website _____ Company Email _____

Exhibit Contact Name _____ Title _____

Contact E-mail _____ Contact Phone/Ext. _____

Contact Cell Phone (for on-site purposes) _____ Contact Fax _____

Directory Listings: Please refer to the Product Category List and enter up to six (6) category numbers that best describe your products/services:

1) _____ 2) _____ 3) _____ 4) _____ 5) _____ 6) _____

We agree to abide by all of the Rules and Regulations governing the Exposition as stated on the back of this application.

Signature _____

PAYMENT INFORMATION

A 50% deposit of the total space cost must be submitted by October 31, 2016. Booth reservations will not be held without payment of deposit after October 31, 2016. The remaining balance is due by April 3, 2017. Applications should be submitted on-site no later than Tuesday, September 20, 2016 to receive the booking incentive.

Please make checks payable to IANA. Payments must be made in U.S. funds and drawn on a U.S. Bank.

Credit Card Information: Visa MasterCard American Express Check enclosed and to be mailed on _____

Account number _____ Expiration Date _____ CVV # _____ Amount Authorized \$ _____

Cardholder's Name (as it appears on card) _____ Cardholder's Email _____

Billing Address (if different from above) _____

Signature of Cardholder _____

Please retain a copy of this form for your records.

CANCELLATION POLICY: Exhibitor accepts as a part of his contract the Exhibition Rules and Regulations printed on the reverse side hereof. Organizer is relying on Exhibitor's performance hereunder and is induced by Exhibitor's execution of the Contract not to make available to anyone else the exhibit space made available to Exhibitor hereunder. The Organizer reserves the right to relocate Exhibitor in space other than specified above after notification. The signer of this contract represent and warrants signor has been duly authorized to execute this binding contract on behalf of the named exhibitor. Therefore, all payments due by Exhibitor to Organizer hereunder are noncancellable and nonrefundable and are due and payable by Exhibitor to Organizer under the terms hereof and Exhibitor agrees to pay the same to Organizer when due except contract may be cancelled by written notice to Organizer and Exhibitor shall be liable for \$1,000 of total contract amount prior to April 3, 2017. Should the exposition be cancelled, postponed, curtailed, removed to an alternative premises, or abandoned due to an act of God, war, terrorism, government regulation, disaster, fire, strike, civil disorder, curtailment of transportation, or other similar cause beyond the control of IANA, making it illegal, inadvisable, or impossible to hold the convention, the claim for damage and/or compensation by the exhibitor shall be limited to the exhibitor's proportionate amount recovered by IANA under its Convention Cancellation Insurance policy. The exhibitor's recovery shall not exceed the amount paid in exhibit fees.

MAKE CHECKS PAYABLE TO IANA. RETURN APPLICATION FOR EXHIBIT SPACE TO:

Intermodal EXPO Show Management | 11785 Beltsville Drive | Suite 1100 | Calverton, MD 20705 | FAX: 301.982.4815

RULES & REGULATIONS

September 17 - 19
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Long Beach, California
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1. PAYMENT. A deposit of 50% of the total cost of the exhibit space must accompany signed application, and space must be paid in full not later than April 3, 2017. Applications submitted after April 3, 2017 must be accompanied by full cost of the exhibit space. Applications will not be processed or space assigned, without the required payment.

2. CANCELLATION OF CONTRACT. Written cancellation is required, in whole or in part, and must be received at the Intermodal EXPO Show Management office prior to April 3, 2017, to qualify for a refund of the deposit, less a \$1,000 administrative fee. In the event of multiple booths reserved, the \$1,000 administrative fee will apply to each booth originally reserved. Written cancellation, in whole or in part, after April 3, 2017, will forfeit all monies paid. Cancellation at any time will result in the forfeiture of all benefits afforded to exhibitors including advance housing and complimentary registrations. Space may be resold or reassigned without any obligation on the part of IANA for any refund whatsoever.

3. ELIGIBLE EXHIBITS. IANA reserves the right to determine eligibility of any company or product to participate in the Show. IANA can refuse rental of exhibit space to any company whose display of goods or services is not, in the opinion of IANA, compatible with the educational character and objectives of the Show.

4. ALLOCATION OF SPACE AND ASSIGNMENT. Whenever possible, IANA intends to make space assignments in keeping with the preferences as to location by the exhibitor. During the initial assignments, if two or more exhibitors request the same location, the exhibitor with the earliest date of receipt will be given preference. IANA reserves the right to make the final determination of all space assignments in the best interest of the Show.

5. SUBLETTING OF EXHIBIT SPACE. Exhibitors may NOT assign, sublet or apportion in whole, or in any part, the space allotted to him/her under the Booth Space Application and Contract, nor shall the exhibitor permit any other persons or firms to exhibit therein, any goods or services other than those distributed by the primary entity that reserved the exhibit space. Companies who wish to share exhibit space with a single corporate division or one subsidiary company may do so at an additional cost equal to one-half of the cost of the exhibit space being shared. **The corporate division, or subsidiary company will not be entitled to receive complimentary registrations they would otherwise be entitled to if they reserved a separate exhibit space, nor shall they be listed separately in the Official Guide for the show. Badges for all employees or booth workers attending the event from the corporate division, or subsidiary company will be produced in the name of the primary exhibitor.**

6. OFFICIAL DECORATOR. The official exhibition contractor is Freeman. Prior to the show Freeman will provide a link to Freeman Online exhibitor ordering service to each exhibitor with complete instructions for shipping, storage, set-up, and dismantling. Order forms for carpet, furniture, telephones, computers, electricity, etc., will also be included. In addition, an Exhibitor Service Center will be maintained by Freeman throughout Intermodal EXPO, including set up, show hours and dismantling.

7. LIABILITY AND INSURANCE. Exhibitors shall assume all responsibility for damage to the display area, and shall indemnify and hold harmless agents, servants, and employees of the Intermodal Association of North America and the Long Beach Convention & Entertainment Center from and against any and all claims, loss, damage, injury, and however caused, resulting from, or arising out of, or in any way connected with exhibitor's participation in Intermodal EXPO. Exhibitors must insure themselves against property loss/damage and liability for injury, as outlined in Section 8 below. Damage to inadequately packed property is the exhibitor's responsibility. In the event the exhibitor damages the building, he/she agrees to reimburse the owner of the building for the cost of repairing such damages. Exhibitors also agree to abide by all other provisions of these regulations, fire regulations, all other regulations of the Long Beach Convention & Entertainment Center, and local, state, and federal regulations.

8. EXHIBITOR INSURANCE. All exhibitors are required to furnish Certificates of Insurance showing General Liability, Auto Liability, and Worker's Compensation insurance coverages. **Exhibitor must include as additional insured those entities listed in the "Description of Operation" section of the sample certificate of insurance, which will be provided to all exhibitors prior to the show. Additional**

insured endorsement language must be written exactly as shown on the sample certificate. A sample certificate will be provided to all exhibitors prior to the show. Certificates must be sent to Intermodal EXPO Show Management by the July 14, 2017.

9. DAMAGE TO PROPERTY. The exhibitor is liable for any damage caused to building floors, walls or columns, or to standard booth equipment, or to another exhibitor's property. The exhibitor may not apply paint, lacquer, adhesives, stickers or other coating to building columns and floors or to standard booth equipment.

10. LABOR. Exhibitors are required to observe all contracts in effect between service contractors, Long Beach Convention & Entertainment Center, and labor organizations.

11. INSTALLATION AND DISMANTLING. Exhibitors may not move in prior to 8:00 am on Saturday, September 16, 2017. All booths must be completely set up by 5:00 pm on Sunday, September 17, 2017. All charges for services will be billed to the exhibitor directly. All booths must be carpeted. Dismantling of the exhibits may not begin until after the show has closed on Tuesday, September 19, and must be completed no later than 12:00 p.m. on Wednesday, September 20. Every exhibit must be fully staffed and operational during the entire show. **Any exhibitor packing materials, or dismantling the booth prior to the official closing time will be fined \$1,000 and will forfeit the right to participate in future events. Any exhibit space reserved prior to this infraction may be cancelled and all deposits refunded.**

12. DELIVERY AND REMOVAL DURING SHOW. Under no circumstances will the delivery or removal of any portion of an exhibit be permitted during open hours of the Show without written permission from Intermodal EXPO Show Management. All arrangements for delivery, during non-show hours, of supplies, such as flexible materials, cartons and products to be packaged must be made with the General Contractor. **No deliveries may be made during show hours.**

13. BADGES. Each exhibitor will be provided with complimentary badges based on the size of the booth purchased. Official show badges will be required for entry into the exhibit hall at all times. **Badges are not transferable and those worn by other than the person to whom issued will be confiscated. Business cards are not to be used in badge holders.** Badges needed in excess of this allotment must be purchased at the appropriate conference rate.

14. ADMITTANCE DURING NON-SHOW HOURS. Booth personnel will not be permitted to enter the exhibit floor earlier than one hour before the scheduled opening time each day of the show and will not be permitted to remain on the exhibit floor after the official closing of the show each evening. Exhibitors that require additional time must obtain permission in writing from Intermodal EXPO Show Management prior to the show day.

15. SPECIAL CONDITIONS. Exhibitors may appoint their own subcontractors only for the physical set-up and dismantling of their displays. However, show management must be notified in writing at least 30 days prior to the show. Insurance certificates also must accompany such notifications. All other show services must be provided by the official service contractor, audio/visual contractor, floral contractor, and the Long Beach Convention & Entertainment Center.

16. UNAUTHORIZED ACTIVITIES DURING INTERMODAL EXPO. IANA will provide an opportunity for exhibiting companies who are also premium level sponsors to reserve space to hold private events/meetings during specified hours. Exhibitors are discouraged from holding private events/meetings while the exhibit hall is open, during opening sessions, and receptions. All requests for meeting rooms and hotel suites should be made directly with one of the "official" hotels (space for private events cannot be reserved at the Convention Center). If an exhibiting company cancels its exhibit space or changes their level of sponsorship, they could become ineligible to reserve private event/meeting space.

17. CHARACTER OF EXHIBITS. The general rule of the exhibit floor is "be a good neighbor." No exhibits will be permitted which interfere with the use of other exhibits or impede access to them or impede the free use of the aisle. Booth personnel, including demonstrators, hostesses and models, are required to confine their activities within the exhibitor's booth space. Apart from the specific display space for which an exhibiting company has contracted with IANA, no part of Long Beach Convention & Entertainment Center and its grounds may be used by any organization other than

IANA for display purposes of any kind or nature. Within the public convention center property, exhibitor brand or company logos, signs, and trademark displays will be limited to the official exhibit area only.

A. Attire. Representatives should be conservatively attired to maintain the professional and business-like climate of the Show.

B. Sound. Videos or movies relating to exhibitor's equipment will be permitted, provided projection equipment and screen are located on the rear one-third of the booth, and all viewers must stand or sit within the booth. Sound videos or movies will be permitted only if the sound is not audible in the aisle or neighboring booths. Sound systems will be permitted if tuned to a conversational level and if not objectionable to neighboring exhibitors.

C. Lighting. In the best interest of the Show, IANA reserves the right to restrict the use of glaring lights or objectionable light effects. The use of flashing electric signs or lights is not permitted.

D. Booth Exteriors. The exterior of any display cabinet or structure facing a side aisle, or adjacent exhibitor's booth must be suitably decorated at the exhibitor's expense. **All booths must be carpeted.**

E. Noise and Odors. In fairness to all exhibitors, no noisy or obstructive activity will be permitted during show hours, nor will noisy operating displays, nor exhibits producing objectionable odors be allowed.

18. MUSIC LICENSING. Exhibitor represents and warrants that it shall comply with all copyright restrictions applicable to exhibitors, including but not limited to, any music performance agreement between IANA and ASCAP or BMI for meetings, conventions, trade shows and expositions. Exhibitor further represents and warrants that it shall obtain any additional license or grant of authority required of exhibitors under the copyright laws and be prepared to present Intermodal EXPO Show Management with a copy of such license or grant no less than 30 days prior to the start of the Show.

19. DISPLAY HEIGHTS. Display material (including show cases, display or storage cabinets, electrical fixtures, wire, conduits, etc.) and equipment must adhere to the Exhibit Construction Guidelines outlined in Freeman Online.

20. POSITIONING EQUIPMENT IN RELATION TO AISLE. To ensure the safety of all Show participants, any machinery and equipment shall be positioned so that no portion is closer than 12 inches from the aisle.

21. RELOCATION OF EXHIBITS. IANA reserves the right to alter the location of exhibit spaces, at its sole discretion, in the best interest of the show.

22. FIRE REGULATIONS. Fire regulations require that all display materials be fire resistant or treated with a flame-retardant solution to meet requirements of the standard flame test as provided in the Long Beach Convention & Entertainment Center for fire prevention. Electrical signs and equipment must be wired to meet the specifications of Underwriters Laboratories. **No storage of any kind is allowed behind the back drapes or in the exhibit space. The official service contractor will store all cartons, crates, containers, and packaging materials.** Up to one day's supply of operational materials may be stored within the exhibit space. All aisles, corridors, exit areas and exit stairways must be maintained at their required width at all times that the Show is open. No obstruction such as chairs, tables, displays or other materials will be allowed to protrude into the aisles. Each exhibitor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire prevention and public safety while participating in this Show. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor.

23. PHOTOGRAPHY. In order to protect your products and services, photographs or any attempt to obtain product specifications will be strictly prohibited without the consent of the exhibitor.

24. FOOD SERVICE. All arrangements for food and beverage service must be made with the official caterer at the Long Beach Convention & Entertainment Center.

25. AMENDMENT OF RULES. IANA reserves the right to make changes, amendments and additions to these rules at any time, and all changes, amendments and additions so made shall be binding on the exhibitor with the provision that all exhibitors will be advised of any such changes. Any matters not specifically covered herein are subject to decision by IANA.