

2009 Space Application

AAAS Annual Meeting ▶ 12–16 February 2009 ▶ Chicago

To reserve exhibit space, complete the following information in full. Accuracy and completeness are important — this information is used in the AAAS Program Book/CD-Rom. Written confirmation of space assignment will be sent to you upon acceptance. Please print all information.

1. Company/Organization Information

As it should be listed in the AAAS Program Book/CD-Rom:

Company/Organization Name _____

Street Address _____

City _____ State _____ Zip/PC _____ Country _____

Phone _____ Fax _____

Toll-free _____ E-mail _____

Web address _____

Check here if you have special needs due to a disability; AAAS will contact you prior to the meeting.

2. Description

Product/description to be used in the Program Book, 100 words or less.

E-mail description to: jperla@aaas.org.

3. Space Costs

SPACE (Per 10' x 10' space) ▶ *Note: Booths available in 10' x 10' multiples; all booths are carpeted.*

Non-Corner/Standard Booth(s) x \$2,250 \$

Corner(s) x \$2,500 \$

Discount \$300 Discount for AAAS Affiliates — \$

TOTAL COST: \$

4. Booth Selection

Please refer to the enclosed floor plan or visit www.aaasmeeting.org.

CHOICE #1. _____ CHOICE #2. _____ CHOICE #3. _____ CHOICE #4. _____

5. Method of Payment – Pay in full or 50% of the deposit required to secure space

Check enclosed CHECK # _____ CHECK AMOUNT \$ _____
(Made payable to AAAS)

Original purchase order P.O. # _____ P.O. AMOUNT \$ _____
(Federal Government Agency only)

Charge my: VISA MasterCard AmEx CHARGE AMOUNT \$ _____
(No other cards accepted) CREDIT CARD NUMBER _____

CARD HOLDER'S NAME ON CARD _____

SIGNATURE _____ EXPIRATION DATE _____

7. Reserve right away!

MAIL completed form with payment to: Jill C. Perla, AAAS Meetings Department,
1200 New York Avenue, NW, Washington, DC 20005

FAX your application form to: Fax: 202-289-4021



IN ORDER TO VALIDATE THIS CONTRACT:

1. We attach hereto our check payable to "American Association for the Advancement of Science (AAAS)" for 50% of the booth space cost, as a down payment to be applied to our total space rental cost. Alternatively, we authorize AAAS to process the credit card information written hereon for the amounts specified above. We understand that applications not accompanied by the required payment will be delayed in booth assignments.
2. We agree to **pay the balance** of the space rental cost no later than **6 October 2008**. If full payment has not been received by 6 October 2008 our exhibit space will be considered **forfeited** and exhibit space will revert to the control of exhibit management.
3. We agree to accept the space assigned to us even if not assigned to one of our desired booth choices indicated above.
4. We hereby designate the products/services listed above as those which shall be displayed or demonstrated and agree to notify AAAS in writing of any changes no later than **5 January 2009**.
5. We understand and agree unconditionally to all terms and conditions as set forth on the reverse side of this contract and to all rules, regulations, and guidelines outlined in the Exhibitor Service Manual.

Terms of Agreement

1. Contract for Exhibit Space: The submission of a duly signed application contract for exhibit space with appropriate payment constitutes an unqualified offer to accept exhibit space assigned pursuant to the provisions hereof. Upon acceptance by American Association for the Advancement of Science (AAAS), as provided herein, this Agreement shall constitute a binding contract for exhibit space at the 2008 AAAS Annual Meeting ("The Meeting"). The terms "the Association" or "the Conference Host" shall mean the American Association for the Advancement of Science (AAAS) or its officers, directors, agents or employees authorized to act for it in the management of The Meeting.

2. Selection of Exhibitors: Exhibitors shall be selected from those companies generally providing products or services related or of interest to the multidisciplinary scientific industry. In keeping with its bylaws and directives set forth by its Policy Committee, AAAS reserves the right to select or reject, in whole or part, any company or product not consistent with the image of AAAS or its policies and objectives, and shall have the right to exclude or to require modification, in whole or in part, of any exhibit which, in the sole discretion of AAAS, it considers unsuitable or not consistent with the character of The Meeting. AAAS reserves the right to prohibit the use of any electronic equipment or audio or visual displays or presentations which, in its sole discretion, in whole or in part, it considers objectionable. AAAS reserves the right to demand that any persons associated with an exhibit demonstrating improper, objectionable or inappropriate appearance, conduct or demeanor alter such appearance, conduct or demeanor, or be subject to removal from The Meeting. In the event an Exhibitor is uncertain whether a certain exhibit, or any portion thereof, is consistent with The Meeting's standards, such exhibitor is strongly advised to contact AAAS in writing to obtain a ruling with respect to the exhibit's suitability sufficiently in advance of the commencement of The Meeting to obtain this ruling. Exhibitors shall be responsible for the compliance of their exhibits with The Meeting standards as set forth herein and are further responsible for informing all interested parties of the standards to which their exhibits are subject. All Exhibitors are expressly urged to request an advance suitability ruling from AAAS at least sixty (60) days prior to the commencement of The Meeting.

3. Use of Exhibit Space:

A. PARTIES ENTITLED TO USE: Exhibitor shall not assign or share, in whole or in part, this exhibit space.

B. UNAUTHORIZED ACTIVITIES: Activities in any exhibit space that are contrary to law or the rules of The Meeting, or which will disturb exhibitors in the immediate area, are prohibited and constitute grounds for termination and removal of an exhibit without right of refund. Only duly registered Exhibitors and their duly registered employees shall be permitted to display or demonstrate any products, processes or services, solicit orders, or distribute advertising, promotional, or other materials at The Meeting. No person shall wear any identification materials of any organization other than that of the Exhibitor. Any infringement of these regulations may result in the termination and removal of the Exhibitor without right of refund. Exhibitors shall not enter the booths of other Exhibitor(s) without invitation. Exhibitors may not solicit a visitor from another exhibit to its own. Each Exhibitor shall remain within its own exhibit space in distributing literature, product samples, or other materials or conducting any promotional or other activities. The aisles of the exhibit area may not be used for any of the aforementioned purposes. Exhibitors may not serve or dispense food or beverages of any type from their exhibit space without prior written approval of Exposition Management. Balloons or similar air or helium-filled items are not permitted within the exhibit space.

C. CONSTRUCTION OF BOOTHS: Booths shall be constructed so that inline and peninsula booths do not exceed 8'3" (2.5 meters) in height and island booths do not exceed 12'0" (3.7 meters) in height. Inline and peninsula booths and all their contents are limited to 8'3" in height the back 50% of the booth area and 4'0" in height in the front 50% of the booth area. No part of a booth or any attachment, sign or extension of a booth may exceed these limitations, which will be strictly enforced. No booth shall be bridged or connected across the aisle in any way to an adjacent booth without the prior written consent of AAAS.

4. Exhibitor Service Manual: AAAS shall prepare and distribute to Exhibitors an Exhibitor Service Manual containing general and technical information regarding The Meeting, instructions, rules, regulations, and other pertinent information prior to The Meeting's commencement date. Inquiries regarding items not included in the Manual should be addressed in writing to the Association at least 45 days prior to The Meeting's commencement date.

5. Space Assignment and Floor Plan: AAAS will attempt to assign the Exhibitor to one of its requested spaces. Notwithstanding these requests, AAAS reserves the right to make its allocation of exhibit space or to change the space allocation at any time based upon space availability or other considerations. The failure to allocate to an Exhibitor its requested space will not in any way affect the enforceability of this Agreement. The floor plan submitted by AAAS is believed to be generally accurate, but AAAS makes no warranties or representations with respect to actual measurements.

6. Maintenance of Exhibits: All exhibits shall be adequately staffed during The Meeting hours. Exhibits shall not be removed until the conclusion of The Meeting. Freight handling service is provided by the Official Service Contractor. Exhibit material/packages/shippments cannot be received at the hotel unless deliveries are made on official move-in days. Otherwise, deliveries will be returned to the shipper at the exhibiting company's expense. Upon the conclusion of The

Meeting, all exhibits and related materials must be removed promptly, in no event later than the time specified in the Manual or rules. Any exhibit material or property remaining in the hotel thereafter shall be packed, shipped, or stored at the discretion of the Official Service Contractor at the expense of the Exhibitor.

7. Sales at the Exhibition: The Exhibitor may take orders for products to be delivered at a later date. However, AAAS reserves the right to allow or prohibit the sale and delivery of goods and services at the exposition. AAAS will notify exhibitors in writing in October 2007 of their decision to allow or prohibit the actual selling of products on the exhibit floor.

8. Cancellation: An Exhibitor shall have the right to cancel this Agreement at any time by written notice to AAAS. If notice of cancellation is received by AAAS on or before 6 October 2008, AAAS will refund 50 percent of the Exhibitor's total space fees due, provided that the Exposition is sold out entirely of all available space at the time of the staging of The Meeting. Any refund amounts will be issued approximately 4 weeks after The Meeting's close. If notice of cancellation is received by AAAS after 6 October 2008, no refund will be made. Under all circumstances AAAS retains the right to relet any booth space canceled by Exhibitor without incurring any liability to Exhibitor. If balance due for full payment of space is not received by 6 October 2008, the deposit will be forfeited to show management.

9. Safety Precautions: All exhibit materials must conform to applicable fire and safety codes and practices. All display material and decorations must be flameproofed. Combustible decorations, such as crepe or tissue paper, cardboard or corrugated paper, may not be used at any time. All packaging containers and materials shall be removed from the floor and may not be stored under tables or behind displays. All electrical equipment must be in good operating condition and must meet the requirements of all applicable fire and safety codes. Displays are subject to inspection for safety by the Association and by the local fire department.

10. Indemnification: Exhibitor hereby agrees to indemnify, and hold harmless, the Association and the exhibit facility, their managers, officers, directors, sponsors, employees, agents, successors, and assigns from any suit, action, or claim whatsoever, including for personal injury or property damage, lost profits or for loss of use of property by whomsoever sustained, relating to or arising out of Exhibitor's participation in The Meeting.

11. Insurance: All property of the Exhibitor is understood to remain under its custody and control in transit to and from and within the confines of the exhibit area. The Association and the exhibit facility do not maintain insurance covering Exhibitor's property. Exhibitor shall carry comprehensive general liability coverage, including Premises. Operations and Contractual Liability coverage of at least \$1,000,000 per personal injury liability, and \$1,000,000 for Property Damage Liability, and statutory Workmen's Compensation with Employer's Liability with a limit of at least \$100,000. Certificates of insurance shall be furnished to AAAS.

12. Attendance: AAAS shall have sole control over admission of visitors to the exhibits according to the rules and regulations of The Meeting.

13. Exhibitor Service Desk: An Exhibitor service desk will be maintained during the effective dates of The Meeting.

14. Security: Security guards shall be furnished during the hours The Meeting is closed. However, the furnishing of security guards shall not result in any liability of AAAS to Exhibitor or any other party. After official Meeting hours, only persons with proper identification badges shall be allowed in the exhibit hall.

15. Existing Regulations: Exhibitor must abide by existing agreements and regulations concerning the use of services or labor in the exhibit facility.

16. Meetings: No Exhibitor shall hold any meetings, events or hospitality suites that conflict with The Meeting or conference hours unless previously approved by AAAS.

17. Default: In the event of any violation by an Exhibitor of the provisions of this Agreement or the applicable Rules and Regulations, an Exhibitor will not be permitted to install its exhibit, and may be subject to termination of contract and eviction without refund.

18. Amendments: Any and all matters not specifically covered by the preceding rules and regulations and the rules and regulation contained in the Exhibitor Service Manual shall be subject to the determination of AAAS. AAAS shall have the full power to interpret, amend, and enforce these rules and regulations, provided reasonable notice of any amendments is provided to the Exhibitor. The Exhibitor, for itself and its employees, agents, and representatives, agrees to abide by the foregoing rules and regulations and by any amendments or additions thereto.

19. Force Majeure: In the event that the exhibit facility or any part of the exhibit area is unavailable, whether for the entire Meeting, or a portion of The Meeting, as a result of fire, flood, act of nature, or any other such cause, or as a result of governmental intervention, malicious damage, acts of war, strike, lock-out, labor dispute, riot, or any other cause or agency over which AAAS has no control, or should AAAS decide that because of any such cause it is necessary to cancel, postpone, or alter the location of The Meeting, or reduce the time for installation of exhibits, conduct of The Meeting, or removal of exhibits, the Association shall not be liable to indemnify or reimburse the Exhibitor with respect to any alleged damage or loss, direct or indirect, arising as a result thereof.

20. Laws Applicable: This contract shall be governed by the law of the District of Columbia, and shall be construed and interpreted thereunder.