

2018 Western Conference On Safety CONDITIONS AND RULES

All exhibiting companies who participate in the trade show agree to abide by the following rules, regulations and exhibiting standards of the 2018 Western Conference on Safety in Vancouver, BC.

SHOW INFORMATION:

Move in: Sunday, April 8, 2018. 2:30 pm to 6:00 pm.
Move Out: Tuesday, April 10, 2018 **not earlier than 1:15 pm**
Location: Hyatt Regency
655 Burrard St.
Vancouver, B.C. V6C 2R7 (604)683-1234

Hours:

Monday April 9	Booths 1 - 49* located in the Regency Ballroom which can be secured behind a locked door	7:30 am - 3:30 pm
Monday April 9	Booths 50 - 80* located in the Regency Foyer and Balmoral Room and is open to the public from 7:00 a.m. when registration opens	7:00 am - 3:30 pm
Tuesday April 10	Booths 1 - 49	7:30 am - 1:15 pm
Tuesday April 10	Booths 50 - 80	7:00 am - 1:15 pm

Price: \$1495.00 +GST per single booth (early payment on or before Nov. 18, 2015)
\$1595.00 +GST for booths 44 or 73 (larger booths) (early payment on or before Nov. 18, 2015)
\$1595.00 +GST per single booth (after Nov. 17, 2015)
\$1695.00 +GST for booths 44 or 73 (after Nov. 17, 2015)

BOOTH INFORMATION:

All booth locations are indicated on the floorplan enclosed. All booths are 10' wide X 8' deep (except booths 44 and 73), fully side and back draped and the **entire exhibit hall is carpeted**. Please contact the official show supplier, Show in Motion, if you require booth services (other than an 6' X 2' table and 2 chairs – see below). An exhibitor kit detailing services available will be provided to closer to the show dates.

Rental costs include:

A 10' x 8' booth with an 8' high draped backwall and 3' high sidewings of flameproof drapes.

A 6'X2" table and 2 chairs will be included in your booth price.

- Overnight security in the exhibit area
- email with the **postal mailing list** of all 2018 Western Conference on Safety attendees. **Note that e-mail addresses will not be included.**

EXHIBITOR/BOOTH GUIDELINES

Location: All exhibits and sessions take place at the Hyatt Regency Vancouver, 655 Burrard St., Vancouver, B.C. The exhibits will be in the Regency Ballrooms A, B, & C, the Balmoral Room and the Regency Foyer.

Booth Selection: Location will be assigned on a FIRST COME, FIRST SERVED BASIS. **Full booth payment must be received before a booth will be reserved and assigned.**

To Reserve A Booth: Complete the Application and Contract and send it with full payment to: Mary Moltman, Pacific Safety Center Ltd., 2158 20800 Westminster Hwy, Richmond, B.C. V6V 2W3. Tel: (604)233-1842 Fax: (604)233-1942. Make all cheques payable to the Pacific Safety Center Ltd. Your booth will not be confirmed until payment is received. Pacific Safety Center accepts Visa and Mastercard, so you may call (604)233-1842 to provide payment details and select a booth.

Shipping: Full shipping details will be in the exhibitor services manual provided by Show in Motion.

Liability: The Pacific Safety Center Ltd./ Hyatt Regency Vancouver will not be responsible for the safety of exhibits against robbery, damage by fire, accident or other causes. Exhibitor must provide own insurance for equipment and display.

Fire Protection: Exhibitors shall not encroach on aisle space and must remain within the space assigned. **This will be strictly monitored.** All materials used for draping and decorations must be fire resistant or treated with flame retardant solution to meet with a flame test as provided in the City of Vancouver bylaws. Dust covers for displays must be fire resistant or treated with a flame retardant solution.

Keep aisles as clear and uncluttered as possible during move-in and removal hours. During exhibit times, keep aisles clear at all times.

No hazardous display of any nature will be permitted without written permission of the Vancouver Fire Department. Keep fire hose cabinets and fire exit doors clear at all times

Move out: Please note that there will be seminars in the rooms adjoining the Regency Ballrooms ABC. Please do not tear down your booth until 1:15 pm, and endeavor to do so quietly to minimize disruption. **There will be a \$350.00 fine applied to any exhibitor packing up or moving out early.**

Cancellation Policy: On or before January 2, 2018 – 10 % cancellation fee
After January 2, 2018 – 25% cancellation fee
After February 1, 2018 – 50% cancellation fee
After March 1, 2018 – no refund

Subletting or Reselling of Space: Exhibitors may not assign, sublet, sell, or share exhibit space without the express written consent of the Pacific Safety Center Ltd.

The distribution: of promotional gummed stickers or labels is strictly prohibited

Special Effects and Devices: All audio effects, visual effects, and attention-attracting devices must be kept at a low enough intensity so as, in the opinion of the Pacific Safety Center Ltd., not create conditions that are objectionable to neighboring Exhibitors.

Size of Exhibit: All exhibitor activities and demonstrations must be kept within the bounds of the contracted exhibit space and may not infringe on the aisle space. Distribution of materials, outside of the booth, is expressly forbidden. No signs or other articles are to be fastened to the walls, drapes, ceiling etc. by any method whatsoever. Any exhibit exceeding 7 feet, 11 inches in height must notify Pacific Safety Center Ltd. about specific height requirements.

Force Majeure: Neither party shall be liable for defaults or delays due to acts of God or the public enemy, acts or demands of any government or governmental agency, strikes, fires, flood accidents, or other unforeseeable negligence. Each party shall notify the other of the cause of such delay immediately after the beginning thereof.

Release: The Exhibitor, in partial consideration of being allowed to participate in the 2017 Western Conference on Safety, does hereby release and forever discharge the Pacific Safety Center Ltd., their employees, agents, successors, and assigns from any claims or causes of action which the Exhibitor may now have or which may subsequently accrue to the Exhibitor by reason of any matter connected with the Exhibitor's participation in the 2017 Western Conference on Safety.

Violations: Violations of these regulations on the part of the Exhibitors, their employees or agents, shall annul the right to occupy space and such Exhibitor will forfeit to Pacific Safety Center Ltd. all monies that have been paid. Pacific Safety Center Ltd. has the right to terminate the right to occupy space and remove all persons and goods at the Exhibitor's expense and risk. The Exhibitor shall pay all such expense and damages that the Pacific Safety Center Ltd. may incur and forfeit all monies paid or due Pacific Safety Center Ltd. on account thereof. The Exhibitor expressly waives the service of written notice to reenter and terminate.

Final agreement: This agreement, together with any attachments hereto, is intended by both parties to be a final expression of their understanding and as a complete exclusive statement of the terms thereof. It can only be modified in writing and signed by both parties.