



2017 Tabletop Exhibitor Terms and Conditions

December 7, 2017

Infinite Energy Center | Duluth, GA

Dates/Times/Location

The Georgia Urban Agriculture Council's (UAC) annual trade show, the **EDGE Expo**, will be held December 7, 2017 at the Infinite Energy Center in Duluth, Georgia. Display hours will be from 11:00 am to 2:00 pm on Thursday, December 7, 2017.

Move in/Move out

Display set-up begins on Thursday, December 7 at 8:00 am. All sponsors must be completed with set-up by 11:00 am on Thursday, December 7, 2017. All displays must be dismantled and removed from the building by 5:00 pm on Thursday, December 7, 2017. All display materials should be brought in through the main entrance. The direction and decision of the **EDGE Expo** Chairman with reference to move-in and move-out will be final and all sponsors are expected to comply with these directions.

Contract for display space

The Sponsorship Agreement constitutes a contract between the UAC and the sponsor for the right to use the assigned display space and to comply with these Rules and Regulations. The UAC reserves the right to cancel a display space for the following reasons: (1) Non-payment; (2) Misrepresentation of products to be displayed; (3) Subleasing of display space; (4) Display materials not related to the horticulture/turf industry; or (5) Sponsor refusing to comply with *Sponsor Terms and Conditions*. Refund Policy: Any monies paid for sponsorship on or before November 17, 2017 are refundable less a 25% handling fee. Cancellation notice must be received in writing to the UAC. NO REFUNDS AFTER NOVEMBER 17, 2017.

Sub-leasing of display space

A sponsor may not assign, sublet or apportion the whole or any part of the display space assigned to him or her nor permit any other party to display therein. Sponsor may not distribute any promotional or advertising materials in the occupied space, other than those on products or services manufactured, grown or sold by them in the regular course of business. A sponsor's badge will only be issued in the company name that appears on the Sponsorship Agreement.

Display restrictions

Sponsors or their agents shall not injure or deface the walls or floors of the building or display space. No signs or other materials or articles shall be nailed, screwed, taped, tacked, stapled, or otherwise attached to the walls or floors. No spray painting, no taping to walls, no double-faced tape on the floor, no helium balloons, and no propane, oil, or gas will be permitted. When any damage appears, the sponsor is liable to the UAC and the Infinite Energy Center. Display space shall be arranged so that aisles are clear and unobstructed for pedestrian traffic at all times. Under no circumstances shall displays be placed outside the Infinite Energy Center or in the parking area. Federal, state and city fire laws must be strictly enforced. All display materials should be flameproof, as should any decorations. Roofs for table-top displays are prohibited. Electrical wiring used by sponsors must conform to National Electrical Code Safety Rules and the local fire department regulations. Due to the special equipment required to remove balloons from the rafters, they are not permitted in the atrium/hallway area. If balloons are brought in and let go, the sponsor will be responsible for a \$25.00 per balloon charge to remove them.

Sponsor personnel

All display personnel must register to participate in the event. Each display space will entitle the sponsor to two badges. Additional sponsor badges can be purchased for \$25.00 each (see Sponsorship Agreement). Staffing of the display space is optional but encouraged.

Electrical and utility service

All electrical installations and utility connections are to be made by the Infinite Energy Center, which serves as its own electrical and utilities contractor. UAC will send a standard rate sheet/order form upon receipt of your Sponsorship Agreement.

Insurance

Sponsors should consult their insurance companies for proper coverage on displays and materials. In many cases, a rider can be added to your present policy at a nominal cost.

Pets or animals

No animals or pets are permitted in the building except as an approved activity or performance legitimately requiring the use of animals. Seeing-eye dogs are exempt.

Security

The ultimate responsibility of security lies with the sponsor at all times and the UAC will not be held liable for the loss or theft of any or all items from display.

Limitation of liability

It is expressly understood and agreed that by purchasing sponsor space at the **EDGE Expo** the sponsor agrees that he will make no claim of any kind against UAC or any of its members, board of directors or employees for any loss, damage or destruction of goods, nor for any injury that may occur to himself or his employees while in the exhibit area, nor for damage of any nature or character whatsoever.

Association final authority

All points not covered herein are subject to settlement by the Georgia Urban Ag Council, who reserves the right to make such changes, amendments and additions to these rules, and such further regulations as they shall consider necessary without written notice.

Where to go

Infinite Energy Center

6400 Sugarloaf Parkway
Duluth GA 30097
770.813.7500

Traveling north on I-85, take Exit 108, Sugarloaf Parkway. Turn right, go under I-85 and cross over Satellite Blvd. The Infinite Energy Center will be on your left.

Traveling south on I-85, take Exit 108, Sugarloaf Parkway. Turn right and cross over Satellite Boulevard. The Infinite Energy Center will be on your left.

Where to stay

Holiday Inn Gwinnett Center

6310 Sugarloaf Parkway
Duluth GA 30097
770.476.2022

www.ihg.com/holidayinn/hotels/us/en/duluth/atldu/hoteldetail

Located 30 miles north of the Atlanta Airport, 25 miles from downtown Atlanta and across from Discover Mills and The Infinite Energy Center.

Parking

Free on-site parking is available. Overnight parking is prohibited.



Georgia Urban Ag Council
PO Box 817, Commerce GA 30529
P: 800.687.6949 • F: 706.336.6898
E: info@georgiauac.com