



## **2024 SEMINAR EXHIBITOR AGREEMENT**

In accordance with the terms of this Contract, the organization named below contracts for exhibit space and services offered at the **2024 ASIA Seminar** at the **Pointe Hilton Tapatio Cliffs** on **November 7, 2024**.

## **TERMS AND CONDITIONS**

### **CANCELLATION:**

**a.** CANCELLATION OF EVENT: In the unlikely event of cancellation of the ASIA Seminar due to any Force Majeure event (i.e. fire, strikes, governmental regulations, terrorism, or other causes which prevent or make the same commercially unreasonable for its scheduled opening or continuance), then and thereupon exhibitors and ASIA have no further obligation to one another, and ASIA shall determine an equitable basis for determining any refund of the Exhibit booth fee, after due consideration of expenditures and commitments already made.

**b.** CANCELLATION BY THE EXHIBITOR: Exhibit space that has been assigned and confirmed may be canceled by written notice to [asia@azzselfinsurers.org](mailto:asia@azzselfinsurers.org). If notice of cancellation is received: Before October 14, 2024 --Exhibitor forfeits 50% of total cost for exhibit space assigned. On or After October 14, 2024 - Exhibitor forfeits 100% of total cost of exhibit space assigned. *NOTE: It is the exhibitor's responsibility to cancel all other arrangements made in connection with exhibiting.*

**DISPLAY HOURS:** Exhibitors may begin set up at 6:00 a.m. on **Thursday, November 7, 2024**. Set up must be completed by 7:30 a.m. Display hours are from 8:00 a.m. to 3:30 p.m. Removal of exhibit material at the conclusion of the move-out period is the responsibility of the exhibitor. **DO NOT TEAR DOWN YOUR BOOTH UNTIL THE CONCLUSION OF THE FINAL SPEAKER.**

**THEME:** 'Building A Winning Team' is the theme for this year. The best booth will win a complimentary registration for the 2025 seminar.

**BOOTH LOCATION:** Spaces will be reserved on a first come first served basis provided that payment for the booth has been made. ASIA will make an effort to put the exhibitor in one of their choices or will contact the exhibitor if all 3 of their selections are no longer available.

**LIABILITY:** Exhibitor agrees to hold ASIA harmless from any liability, damages, or costs (including reasonable attorneys' fees) that may arise as a result of exhibiting at the ASIA Seminar. Without limiting the breadth of this hold harmless agreement, exhibitor acknowledges that it shall extend to include the loss, damage, or theft of any equipment or materials exhibitor brings to the conference site as well as injuries that any of exhibitor's employees or agents may incur.

**DAMAGE TO PROPERTY:** No tape, pins, tacks, nails, staples, glue or any other permanent adhesive may be attached to any permanent wall, door or ceiling in banquet rooms or any other public space. Use of glitter/confetti prohibited. Exhibitors are liable for any damage caused to building, floors, walls and columns in and around the exhibit property.

**FIRE SAFETY AND HEALTH:** The exhibitor agrees to accept full responsibility for compliance with local, city and state fire, safety and health ordinances regarding the installation and operation of equipment.

**EXHIBITOR'S IDENTIFICATION:** All exhibitors must be registered and wear the provided nametags at all times.

**DOOR PRIZES:** Door Prizes are limited to one per exhibitor

**EXHIBIT SPACE:** Exhibit space includes a 6 foot draped table. No backdrop is provided. Electrical outlets are available upon request (*see Registration Options*).

**SHIPPING:** Ship items to **Pointe Hilton Tapatio Cliffs Resort**  
Attn: Kristine Nolan (ASIA Conference)  
1111 N. 7th St., Phoenix, AZ 85020

**Do not have shipments arrive prior to November 5, 2024**