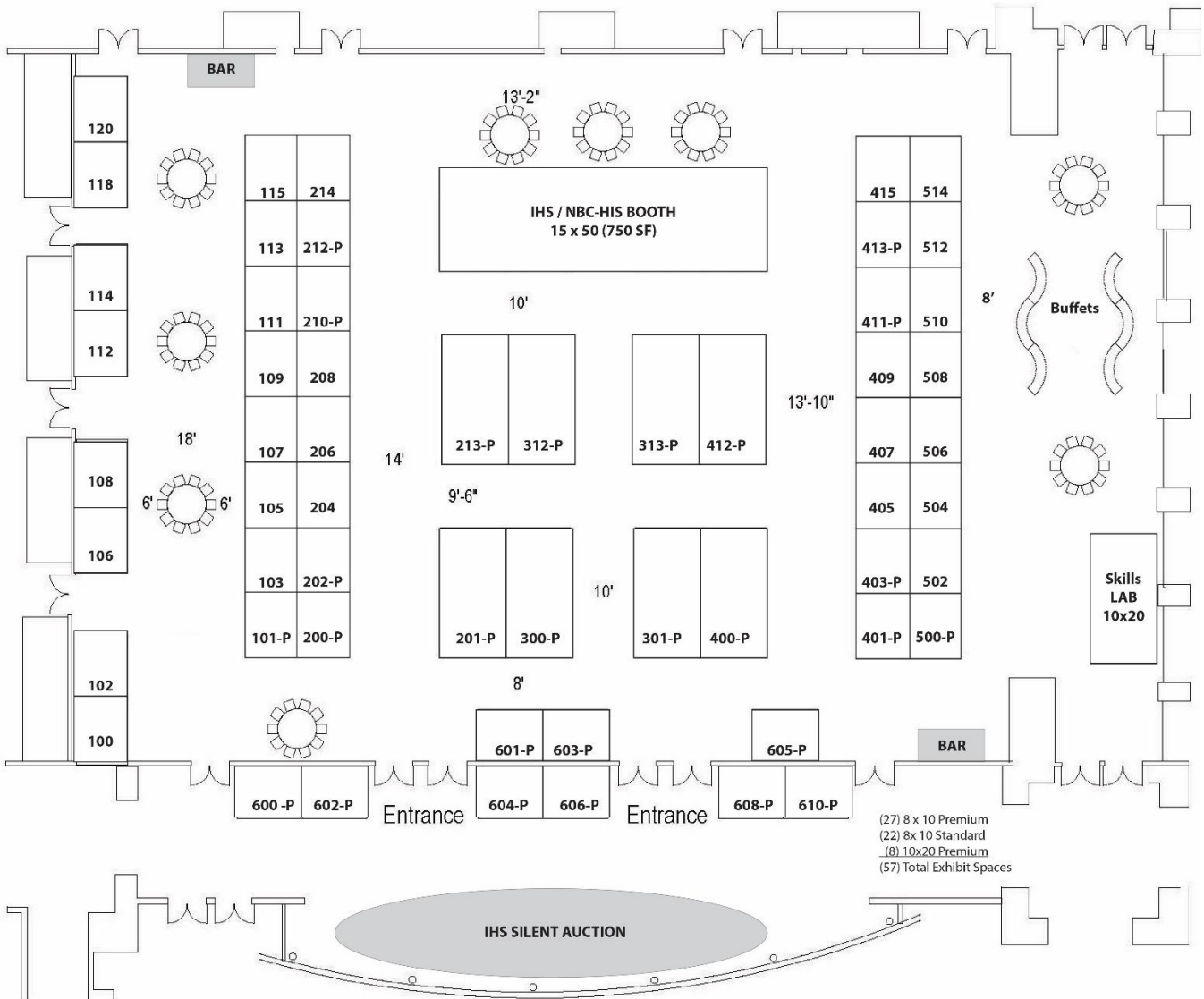


2023 Exhibit Form & Agreement

Floor plan is subject to change – Return this completed exhibit reservation form to tdouglass@ihsinfo.org

Company:		Contact Phone/Cell:	
Contact Name:		Contact Email:	
<input type="checkbox"/> Standard 8x10 \$3,300	<input type="checkbox"/> Premium Spot 8x10 \$3,500	<input type="checkbox"/> Deluxe 10x20 \$5,500	
Booth Selection #1	Booth Selection #2	Booth Selection #3	
Placement: NOT adjacent/opposite of the following exhibitors/products.			
I am also interested in (check all that apply):			
<input type="checkbox"/> Event Sponsorship <input type="checkbox"/> Event Advertising <input type="checkbox"/> Digital Ads (Soundboard) <input type="checkbox"/> Print Advertising (THP)			
<input type="checkbox"/> Sponsored Emails <input type="checkbox"/> Sponsored Webinar <input type="checkbox"/> Innovation Station <input type="checkbox"/> Awards Ceremony & Gala			



Questions? Please contact: Tara Douglass tdouglass@ihsinfo.org (m) 248.770.4174	BOOTH PRICING	
	Standard 8x10	\$3,300
	Premium 8x10	\$3,500
	Deluxe 10x20	\$5,500

CONTRACT for 2023 EXHIBIT SPACE

.....(We/us) hereby apply for exhibit space at the 71st Annual IHS
Convention
(Company name)

We understand that the International Hearing Society (IHS) is solely responsible for all exhibit space assignments. We understand that this application becomes a contract when signed by us and accepted by IHS. We agree to comply with the Official Convention Rules and Regulations and the conditions of the Contract for Exhibit Space, and with all the conditions under which convention services and facilities are provided to IHS. If application is accepted, we agree to be bound by IHS terms and any terms required by IHS contracted third-party service providers.

Full payment is due to confirm your 2023 exhibit space. IHS accepts payment by Visa, MasterCard, American Express, Discover or check. Exhibitor staff registration and advertising & sponsorship opportunities will be communicated by IHS to the exhibit contact named here upon IHS acceptance of this contract for exhibit space.

EXHIBITING COMPANY CONTACT INFORMATION

Name:*	Title:
Address:	Email:
City/State:	Phone:
Zip/Postal:	Fax:
Signature:*	Date:*

**I am the official representative of the exhibiting company and have the authority to act on behalf of the company in all matters relating to the Annual IHS Convention & Expo. It is my responsibility to provide information to other people within the company, as necessary. I have read the Official Convention Rules & Regulations, on both sides of this contract, and accept on behalf of my company (exhibitor).*

Space selected on pg. 2 TOTAL DUE \$ _____	<input type="checkbox"/> AmEx <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> Discover <input type="checkbox"/> Check enclosed (payable to IHS)
Cardholder Name:	Card #:
(If different than above) Billing Address:	Exp. Date:
Billing City:	CVV:
Billing State/Prov:	Signature:
Billing Zip/Postal:	Date:

Official Convention Rules and Regulations

Application: Each potential Exhibitor must submit a completed Contract for exhibit space and agrees to be bound by the terms and conditions of the Contract for Exhibit Space and the Official Convention Rules and Regulations. Full payment of the booth fee is required before any space is assigned.

Assignment: Booth space will be assigned on a first-come, first-served basis, with priority given to convention sponsors and returning exhibitors. If preferred exhibit choice is not available, IHS will assign what it considers the best available exhibit space. IHS reserves the right to rearrange exhibit space or adjust the floor plan in its own judgment to accommodate the best interest of the expo. The exhibitor is responsible for communicating to IHS those competing companies they would rather not be assigned nearby. IHS will then do its best to accommodate such requests.

Cancellation of Exhibit Reservation: Exhibitors should give written notice of cancellation. The date the written notice is received by IHS is considered the official cancellation date. If written notice is received outside 90 days before the show's opening, the total money less a 50% cancellation fee will be refunded. No refunds will be allowed for any cancellation less than 90 days prior to the opening of the show.

Booth Specifications: Standard booth space is delineated with an 8 ft. draped back wall and 3 ft. draped sidewalls. Standard booth height may not exceed 8 ft. and no solid exhibit construction may exceed 42" in height except in the rear half of the booth. The exhibit hall is fully carpeted. The resort property has public Wi-Fi access. Exhibitors are not required to provide carpet for their booth space unless they decide to upgrade it. Additional furniture and services customarily required for exhibits will be available for advertised fees from the IHS-preferred vendor and will be fully explained in the Exhibitor service kit, which is included in your confirmation materials from IHS prior to the event.

Shipping: IHS strongly encourages all exhibitor materials requiring shipping to the resort to be shipped by the IHS-preferred vendor. The Exhibitor service kit will outline all shipping costs incurred by using the IHS preferred vendor. Using a shipping provider outside of the IHS preferred method will result in additional handling fees.

Identification Badges: Exhibitor representatives, referred to as booth staff, must wear IHS Exhibitor badges on the exhibit hall floor. Exhibitors receive two complimentary booth staff registrations per booth reserved that must be assigned to and used by registered individuals. Booth staff badges must be worn to access the exhibit hall and during installation, show and dismantle hours. Unless special arrangements are made in advance with IHS show management, the following applies for all exhibitors. Booth staff are allowed to enter the exhibit hall one hour prior to the show opening. Booth staff must leave the exhibit floor 30 minutes after the close of the show. Exhibitors may not dismantle prior to show closing on Saturday, all exhibitors must dismantle and exit the exhibit hall by 5:00 PM Saturday.

Exhibit Assembly and Disassembly: All exhibit set up must be completed prior to the preopening inspection. All exhibits must be freestanding. No bolts, screws, hooks, or nails shall be driven into or otherwise attached to the walls or floor of the exhibit areas. No part of the display may be attached to the walls or floor of the exhibit areas, nor attached to or otherwise secured to the curtain back wall or sidewalls. In addition, no decals or other adhesive materials shall be applied or affixed to the walls, pillars, or floor of the exhibit area. Hanging signs must be finished on all sides. **Exhibitors must receive written permission from IHS to include a hanging sign as part of its display.** Dollies, carts, and other such devices will not be permitted on the exhibit floor during exhibit hours without written consent of IHS. IHS reserves the right to finish off any unsightly booth areas, including but not limited to unfinished back walls, unfinished sidewalls, or exhibit displays, at the expense of the exhibitor. Exhibitors must always have their exhibit staff at the booths during the open exhibit hours. Dismantling of exhibits before the official closing without the prior written consent of IHS will result in the Exhibitor not receiving an invitation to exhibit at the convention the following year. The exhibitor agrees to dismantle its display as soon as practical after the close of the convention exposition on Saturday. In no event shall an Exhibitor allow their display materials to remain in the exhibit hall more than four hours following the close of the convention exhibition. If such display materials remain on the premises after such time, IHS may remove the materials and Exhibitor shall be liable for any fees and agrees to pay all costs for dismantling and storage. IHS shall not be liable for any damage to the display or materials due to their removal or storage. An Exhibitor representative must remain in the exhibit area until the Exhibitors' display materials are secured. All products are to be securely packed before leaving the exhibit hall. IHS cannot assume responsibility for any exhibit materials left unattended in the exhibit hall.

Labor: Many convention and expo services are performed with the use of union labor. Union contract rates are firm and will be provided upon request. Exhibitors must conform to the local labor regulations and union jurisdictions in the area.

Ancillary Services: All electrical power, air, water, drain, cleaning, janitorial services, telephone, ceiling rigging, Internet access, equipment and labor per union jurisdiction are managed by and must be arranged through the hotel or its designees at prevailing rates.

Operation and Use of Exhibit Space: Exhibitors shall not, without the consent of IHS, distribute or permit to be distributed, any promotional materials (including but not limited to branded promotional items, literature, or food) outside of their booth. Exhibitors shall not post any sign of any description anywhere in the convention facility except within the confines of the exhibit

space assigned. The Exhibitor may not sublet, assign, or apportion any of the exhibit space or represent, advertise, or distribute literature for the product or services of any other firm or individual without the prior written consent of IHS. Exhibitors are responsible for all damage to property and/or persons caused by themselves or their personnel or contractors, including any misuse of any item distributed from their booth on a promotional basis to attendees. Should such damage occur, the Exhibitor shall be liable to the person(s) injured or the owner of the damaged property. Exhibitor further agrees to indemnify and hold IHS harmless against all claims that may arise because of damage to persons, or the premises caused by Exhibitor or its employees, agents, or contractors. IHS is the final authority on all matters relating to operation and use of exhibit space.

Indemnification and Insurance: Exhibitor hereby releases, discharges, and holds IHS, the convention and exhibition center, the convention service contractor, and all their employees, agents, and representatives harmless from all loss, liability, and/or damage to Exhibitor's property, including exhibits, used in connection with the convention. Exhibitor, as further evidence of compliance with this provision, agrees that it will carry property insurance covering property damage and public liability with minimum limits of \$1,000,000 per occurrence and \$3,000,000 in the aggregate for property damage and \$1,000,000 per occurrence and \$3,000,000 in the aggregate for public liability, and said policies shall name IHS as an additional insured. The exhibitor shall provide IHS with proof of such insurance. IHS' mailing address is 16880 Middlebelt Rd, Suite 4, Livonia, MI 48154.

Fire Code Compliance: Displays must conform to city fire ordinances and regulations and all federal, state, and local governmental codes, statutes, and regulations. Exhibitors shall not allow their displays to block the view of, or impede access to, fire alarm boxes, fire hose cabinets, fire extinguishers, fire exits, or other safety equipment.

Hospitality Functions: Industry-related events, including educational, business, or social functions, must be approved in writing by IHS. No event may compete with official convention activities. The distribution of food or beverages by Exhibitors on the convention floor is allowed only upon advance approval from IHS. All food and beverage services must comply with the regulations of the host facility.

Safeguarding Property: IHS will employ reputable guards and will take reasonable precautions to safeguard the Exhibitors' property. However, IHS, convention and exhibition center management, and their agents, representatives, and employees assume no liability for any loss or damages through any cause of goods, exhibits, or other materials owned, rented, or leased by the Exhibitor resulting from, but not limited to, robbery, damage by fire, accident, or other causes.

Interpretation and Sanctions: IHS has full power of interpretation and enforcement of the terms and conditions of the Contract for Exhibit Space and these Official Convention Rules and Regulations and may, in its discretion, act to ensure that all Exhibitors' actions comport with the "spirit" of the Contract for Exhibit Space and the Official Convention Rules and Regulations. All matters in question not covered by the Contract for Exhibit Space or these Official Rules and Regulations are subject to the interpretation and decision of IHS and are binding on all parties affected, in the same manner as the Contract for Exhibit Space and these Official Rules and Regulations would be.

Force Majeure: If IHS is prevented from conducting the Annual IHS Convention & Expo by any cause beyond its control, or if it cannot permit the Exhibitor to occupy its Exhibit Space due to circumstances beyond the control of IHS, IHS will refund to the Exhibitor the amount of the rental fee paid less a proportionate share of the Convention expenses, and IHS shall have no further obligation or liability to the Exhibitor.

I am the official representative of the exhibitor company and have the authority to act on behalf of the company in all matters relating to the IHS Convention & Expo. I hereby accept and agree to be bound by the IHS Official Rules and Regulations.

Initials _____ Date _____