

TERMS & CONDITIONS

Please read the following 2014 Terms & Conditions, which govern the technical exhibits at the Inland Northwest Dental Conference (INDC). By signing the contract, you agree to abide by the Terms & Conditions contained herein. The Spokane District Dental Society, hereafter referred to as SDDS, reserves the right to interpret the Terms & Conditions and standards and make final decisions on all points covered or not covered in this agreement. The Terms & Conditions in effect are subject to change at any time and will automatically be incorporated into this contract.

1. Exhibit Location. Spokane Convention Center (334 W. Spokane Falls Blvd., Spokane, WA). For driving directions to the Convention Center loading area and parking, go to www.spokanecenter.com.

2. Exhibitor Set-up. Wednesday, April 16, 3:00 p.m. – 9:00 p.m. All exhibits must be completed by 8:00 a.m. on April 17 and remain intact and staffed until 2:00 p.m. on Friday, April 18.

3. Exhibitor Dismantling. Friday, April 18, 2:00 p.m. to 5:00 p.m. Exhibitors will complete arrangements for prompt removal of freight immediately following the close of the show. Freight not removed by 5:00 p.m. will be turned over to the General Service Contractor and shipped by a carrier at the exhibitor's expense.

4. Exhibit Hours. Thursday, April 17, 8:00 a.m. - 5:00 p.m.;
Friday, April 18, 8:00 a.m. - 2:00 p.m.

5. Fees / Deposits.

All requests for space must be accompanied by a signed contract and 50 percent deposit prior to consideration or confirmation of space. Applications received without the required down payment will be considered incomplete and will be returned to the signing party. All checks are made payable to the Spokane District Dental Society and mailed to 23403 East Mission Ave, Suite 218, Liberty Lake, WA, 99019. Visa, AMEX and Mastercard are accepted.

The balances of outstanding exhibit fees are due **March 1, 2013**. Space not fully paid for by that date shall be subject to cancellation or reassignment, without refund, at the option of the SDDS.

6. Space Assignment

Booth assignments are made by the SDDS in consideration of timeliness of the application and the preferences indicated on the Application/Agreement form. SDDS reserves the unilateral right to allocate booth space as it sees fit. SDDS will make every effort not to locate competitive firms adjacent to each other. The SDDS reserves the right to make space assignment or change the space assignment after the acceptance of the application, if it is in the best interest of the show.

7. Cancellation or Withdrawal

Cancellations received by the Spokane District Dental Society on or before February 15, 2014, will be subject to an administrative fee equal to 20% of the total exhibit booth fee. Cancellations received between February 16, 2014 and March 14, 2014 will be subject to 50% of the total exhibit booth fee. **No refunds will be granted after March 15, 2014.**

Any assigned booth space not claimed and occupied, and where no special set-up arrangements have been made with show management, by 8:00 a.m., April 17, 2014, may be resold or reassigned by SDDS without refund.

8. General Service Contractor.

LCD Expositions is the official General Services Contractor. General questions regarding rental of furnishings, material handling, drayage, labor, special signage, decorating, cleaning and any other special needs should be directed to LCD Expositions (509) 325-9656. Forms to advance order and pay for these services and equipment will be offered in the Exhibitors Service Kit, provided by LCD Expositions beginning in late February 2014.

9. Exhibitor Services

The Spokane District Dental Society reserves the right to decline, prohibit or remove any exhibit or part of an exhibit or proposed exhibit that is not suitable to or in keeping with the character or purpose of the show. This reservation includes persons, conduct, printed material, souvenirs and catalogs. Light, space and volume levels interfering with other exhibitors will not be allowed.

*****Electrical and Telecommunication services are all exclusive services provided by the Convention Center. Exhibitors must purchase these services through the Convention Center.***

10. GENERAL RESTRICTIONS

Rules of the Exhibit Hall management must be observed and obeyed. No circular or advertising matter of any description shall be distributed from any place other than the space for which the exhibitor has contracted. Aisle space shall not be used for exhibit purposes. Special signs shall not extend more than eight (8) feet above the floor. Placement of signs, banners and advertising matter shall be subject to the approval of the Society. **No food or drink shall be offered by an Exhibitor without the approval of the Spokane Convention Center www.spokanecenter.com.** No booth may be dismantled prior to the official closing of the exhibit hall at 2:00 p.m. on Friday, April 18, 2014.

11. NON-ENDORSEMENT

The exhibiting of products at the Inland Northwest Dental Conference does not necessarily constitute an endorsement by the Society of the products so exhibited.

12. SECURITY

Continuous security will be provided for the exhibit area beginning at 3:00 p.m. Wednesday, April 16 and run through 5:00 p.m. on Friday, April 18, 2014. The Exhibitor assumes the entire responsibility and liability of losses, damages and claims arising out of injury or damage to the exhibitor's displays, equipment, and other property brought upon the premises, and shall indemnify and hold harmless the Spokane Convention Center, and any authorized representative, agent or employee of the foregoing of any and all losses, damages and claims.

13. RULES A PART OF THIS CONTRACT

These Terms and Conditions are to be construed as part of all space contracts. The Society reserves the right to interpret them as well as to make final decisions on all points the Terms and Conditions do not cover.

14. SHIPPING

Exhibitors agree to ship property to be exhibited at his/her own risk and expense. All shipments must be prepaid and sent directly to the contracted show decorator. Further information will be received from LCD Expositions upon receipt of signed contract.

15. RESPONSIBILITY

It is the responsibility of the exhibitor to be fully familiar with these rules and regulations and to see that each member of the firm attending the Inland Northwest Dental Conference, either as Exhibitor personnel or registrant, or both, is familiar with these rules and regulations.