

# Exhibitor Information

## Exhibit Location

Exhibits will be in the Coastal Studies Institute, located at Coastal Studies Institute, 850 NC 345, Wanchese, NC 27981

## Exhibitor Terms and Conditions

All Exhibitors must sign and return the following Terms and Conditions when submitting their registration and emailed to [paul.devine@teledyne.com](mailto:paul.devine@teledyne.com).

## Terms and Conditions

**Contract:** This application, properly executed by the applicant [Exhibitor] shall, upon written acceptance and notification of space assigned by Workshop Organizers, identified as Organizers throughout this text, constitute a valid and binding contract.

1. Assignment of Tables will be processed in the order of which they are received, and the convenience of the Organizers. If, after the initial space allocations, an Exhibitor desires a change of location, the Organizers will do all possible to accommodate changes within limits. However, decisions of the space allocations will be final. Booth space is limited.
2. Nature of Display will be limited to literature and products that can be placed on the 30" x 6' table. Any placement of exhibit materials must be confined to your assigned space. Two chairs and the table will be provided. Internet will be available throughout the Resort. WIFI password will be available upon check in.
3. Staffing of Exhibits: Only those representatives who are paid registrants of the Workshop will be permitted to staff the Exhibit Booth.
4. Exhibit Setup and Breakdown: Exhibitors will be allowed to set up their display between 10:00 am and 5:00 pm on Monday 17 March.
5. Teardown will be from 3 pm to 5 pm on Thursday 20 March. Please be respectful to limit noise during move in and move out times. The Organizers retain the right to maintain standards of appearance and Exhibitor conduct in the best interest of the Workshop and the Exhibitors.
6. Compliance: Installation, maintenance, and operation of exhibits will be the sole responsibility of the Exhibitor, and Exhibitors shall comply with all State, Federal and local laws concerning safety, fires, and health, as well as rules and regulations of the Coastal Studies Institute and its Management.
7. Loss or Damage: Neither IEEE nor the University of East Carolina assumes liability to either Exhibitors or their employees for any injuries, damages, or loss of property owned, controlled by, or in the custody of said Exhibitor or employees, from any causes whatsoever. Exhibitor agrees to indemnify and hold harmless the University of East Carolina or its Management, the Organizers, or IEEE against any such claims for injury, damage, or loss.
8. Management: Exhibitor agrees that the conditions, rules, and regulations herein stated are made part of this contract, and that said Exhibitor agrees to be bound by each and all of the rules and regulations, and that Coastal Studies Institute and the University of East Carolina shall have the full power to interpret, amend, and enforce all rules and regulations in the best interest of the Organizers, provided that any amendments shall not substantially diminish rights or increase the liability of an Exhibitor and written notice is given to Exhibitors.

I have read and agree to abide by the Terms and Conditions stated above:

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Name and Title

Signature

Date