



2020 CONVENTION & EXPO TERMS & CONDITIONS

1. **APPLICATION & ELIGIBILITY:** DAR has the final authority to assign booths to exhibitors. Booths will be assigned on a first-come, first-served basis. Booth assignments will be finalized 2 weeks prior to convention. Check the DAR website for the final schedule.
2. **EXHIBIT HOURS:** Exhibit booths must be staffed during hall hours. **(Subject to Change)**
 - a. **Set-up Time:** Wednesday, October 30, 2:00 p.m. – 4:30 p.m.
 - b. **Expo Hours on Wednesday, September 30:** 5:30 p.m. – 7:00 p.m.
 - c. **Expo Hours on Thursday, October 1:** 7:30 a.m. – 4:00 p.m.
 - d. **Dismantling of Exhibits:** Booths must be dismantled before 4:00 p.m. on Thursday, October 1, prior to the start of the 302 General Meeting and President’s Reception.
3. **SCHEDULE CHANGES:** DAR further reserves the right to alter the time to agree with changes in schedules.
4. **BOOTH RULES:** DAR reserves the right to refuse any exhibit display not complying with rules.
 - a. All exhibit walls and decorations will be limited to 8 feet in height.
 - b. NO banners, arches, or other overhead fixtures shall be permitted to cross aisles.
 - c. NO fences, trees/plants or coverings will be used that will obstruct another’s exhibitor display. Exhibitors will stay within allotted space and NO exhibit will extend into the aisles of the hall.
 - d. No exhibitor shall use nails, tacks, staples, screws, bolts, glue, paste, gummed tape or other fastening or anchoring devices of any kind in or on the floors, walls, columns, doors, windows, ceiling or any other part of the exhibit hall.
 - e. All moving material must have rubber on wheels.
 - f. No propane or vehicles with metal wheels are permitted in the exhibit hall area.
5. **SUBLETTING BOOTH SPACE:** Exhibitors may not assign, sublet, or apportion all or any part of a contracted booth space, nor may exhibitors permit the display, promotions, sales, or marketing of non-exhibitor products or services.
6. **EXHIBITOR SOLICITATION:** No exhibitor advertising, personal solicitation, or material distribution will be permitted to extend beyond the booth space reserved. In addition, only organizations renting booths may distribute literature. DAR reserves the right to remove any other materials or persons within these limits.
7. **INSURANCE & LIABILITY:** Property and liability insurance is at exhibitor’s own expense. The exhibitor, by signing the application, agrees to assume all liability for, and to indemnify DAR and the exhibit hall from and against, any and all claims, actions, damages, liability, and expenses in connection with personal injury and/or property damage arising from or out of the installation, setup, operation, dismantling and/or removal of the exhibit, if caused in whole or in part by the act or omission of the exhibitor, its agents, contractors, or employees.
8. **CANCELLATION POLICY:** Cancellation of this contract **MUST** be in writing. Cancellations prior to August 24, 2020 will be granted a refund less \$50. NO REFUNDS will be granted after this date. **FAILURE TO OCCUPY:** If booth space is not occupied by the exhibitor on contract, DAR will have the right to use such space as it sees fit to eliminate blank spaces in the show.
9. **MISCELLANEOUS:** The serving of alcoholic beverages and/or food by exhibitors in any part of the show premises is not permitted unless permission is given by show management in advance. Please contact Dover Downs Hotel and Casino at 800-711-5882 or 302-857-2102; ask for Kathy Donze.
10. **PHOTO RELEASE:** I hereby grant to DAR the right to photograph, record, and/or videotape me, my guests, employees, and/or contractors during the Expo. I further grant to DAR, as the copyright owner, forever and throughout the world, the right to use these items and to reuse or license the right to reuse them as DAR may desire, in all media and in all forms and for all purposes without further notice or compensation.

- 11. RULE VIOLATORS:** All exhibitor applicants who sign the registration form bind themselves to the exhibitor terms and conditions. Violation of these rules will result in the immediate closure of the exhibit and may affect future consideration for booth space.
- 12. MUSIC:** Any exhibitor who will be playing music is responsible for licensing with ASCAP and BMI.
- 13. ADDITIONAL QUESTIONS:** Any and all matters or questions not specifically covered by the preceding terms and conditions shall be subject solely to the decision of DAR staff.