



Exhibit Rules & Regulations

Each Exhibitor is bound by the Air Medical Transport Conference (AMTC) Exhibit Rules and Regulations, according to this contract between the Exhibitor and the Association of Air Medical Services (AAMS), executed by the Exhibitor's Authorized Signature on the front of the Booth Application and Contract form. AAMS reserves the right to determine the eligibility of the technical exhibit of any Exhibit or for inclusion in the Air Medical Transport Conference, either before or after execution of the Exhibit Space Contract. AAMS reserves the right to decline or prohibit any exhibit or part thereof which, in its opinion, is not in keeping with the character and spirit of the Booth Contract or on-site AAMS policy. AAMS reserves the right to expel or refuse admittance to any representative of the exhibit whose conduct is, in its opinion, not in keeping with the character and spirit of AAMS policy.

Space Assignments

Exhibits will be shown in the Exhibit Hall of the Fort Worth Convention Center. Formal promotional displays require the purchase of booth space located in Exhibit Hall. Specific space assignments will be made on a first come, first served basis. Booth space assignments will be subject to change by AAMS as needed.

Booth Facilities and Display Limitations

Each 10' x 10' booth space comes equipped with 8' flameproof drapery backwall and 3' side dividers. Security service in the Exhibit Hall is provided by AAMS, however, AAMS assumes no liability for providing said service. Any unauthorized visitors or other irregular activity noticed on the trade show floor should be immediately reported to security personnel and to a staff member at the AAMS Registration Desk. AAMS provides for cleaning of aisles and common areas. Exhibitors must maintain their assigned spaces in good order. Information on cleaning services inside booth spaces is provided in the Exhibitor Service Kit. Exhibitors may not assign or sublet any portion of their booth space(s), nor may they display or advertise goods or services other than those provided by the exhibiting company in the regular course of business. Each Exhibitor is entitled to a reasonable sightline from the aisle, regardless of size. Exhibit displays shall not exceed 8' in height at the backwall; and sidewalls exceeding 3' in height shall not extend beyond 5' from the backwall. If your display does not meet these specifications, you must contact AAMS and receive preapproval of exceptions by July 1, 2026. Exhibit signs, materials or displays are limited to the assigned space and shall not be permitted in any public space or elsewhere in the meeting facility. All exhibits and demonstrations are to be contained within the boundaries of assigned booth space(s) and shall not interfere with aisle space. Exposed, unfinished sides of exhibit backgrounds must be draped or covered to present an attractive appearance. No part of an exhibit or its signage may be nailed, taped, or otherwise attached to columns, walls, doors, or floors of the Exhibit Hall in such a manner as to cause damage or marks. If any part of the facility is damaged or defaced by the Exhibitor, its agent or representatives, the Exhibitor will be liable to the facility for the amount necessary for restoration to the original condition.

The Exhibit Hall flooring is concrete. All aisles in the exhibit area will be carpeted by AAMS. Booth spaces must have floor covering. Information on carpeting options may be obtained from the Exhibitor Services kit provided by Freeman. All exhibit material must be flame proofed and fire resistant to conform to local fire ordinances and insurance carrier regulations. All aisles and exits shall be kept clear at all times. Fire extinguisher equipment shall not be covered or obstructed in any manner.

City of Fort Worth Fire Marshal Rules and Regulations

The city of Fort Worth and the Fort Worth Convention Center abide by strict fire regulations. Although most of these rules will apply to our aircraft exhibitors, please take a moment to familiarize yourself with the following:

1. Helicopters will land on the loading dock area of the Fort Worth Convention Center
2. Helicopters will have the minimum amount of fuel required by Federal Aviation Regulations. The regulations stipulate they are required to have enough fuel to fly for 20 minutes at normal cruising speed.
3. The fuel tanks will be locked and taped, and battery cables will be disconnected during display.
4. Each aircraft exhibitor will be required to provide certificates of insurance showing at least 10 million dollars in liability coverage.

Payment and Refund

50% of the total exhibit cost is due within 30 days of placing the exhibit order. The balance is due no later than **September 1, 2026**.

Exhibitors are not permitted to occupy assigned booth(s) until all booth space fees are paid in full.

Cancellation

Should any contingency prevent the Air Medical Transport Conference from occurring as scheduled, AAMS will not be held liable for expenses incurred by the Exhibitor.

Booth Cancellation

Requests for cancellation of exhibit hall space must be received in writing by the AAMS office no later than August 1, 2026. No refunds will be made for cancellations received after August 1, 2026. Cancellations received by April 1, 2025, will receive a full refund, less \$500 processing fee. Cancellations between April 1 and August 1, 2026, will receive a 50% refund, less \$500 processing fee.

Exhibitor Attendance and Registration

Exhibits must be staffed at all times during exhibit hours. Exhibitor companies receive two complimentary exhibitor registrations with each 10' x 10' booth space purchased. Exhibitor attendees must check in at the on-site AMTC Exhibitor Registration Desk during the posted registration hours and receive their conference badges to gain access to the Exhibit Hall and other Air Medical Transport Conference functions. Badges must be worn at all times during conference hours. Any additional company personnel wishing to gain admittance to the exhibits ONLY may purchase badges in advance or on-site. Each Exhibitor must identify one authorized representative to be responsible for the company's exhibit for the duration of the conference in the appropriate space on the Exhibit Space Application and Contract form. A pre-conference contact person must also be identified on that form.

Subletting Space Not Permitted

Exhibitor shall not assign or sublet any space allotted to him/her and not advertise goods other than those manufactured or sold by him/her in the regular course of business. Canvassing by non-exhibitors, or exhibitors outside of booths, is prohibited.

Installation and Dismantling

Installation of regular exhibits begins at 0800h on Sunday, October 25, 2026, and must be completed by 0900h on Monday, October 26, 2026. Your booth space must be occupied with work in progress by 5:00 pm on Sunday, October 25, 2026. In the event floor covering is not present in your booth at that time, Freeman, at the direction of Show Management, will install booth carpet which will be billed to the exhibitor. Exhibits will close at 1400h on Wednesday, October 28, 2026. Dismantling may begin when the exhibits are closed and removal of all regular exhibits from the Exhibit Hall must be completed by 2030h on October 28, 2026. Please note: Aircraft on Display in the Exhibit Hall will be moved out BEFORE most of the exhibits. Order of departure will be determined on-site by the AMTC Aviation Coordinator and the AMTC Exhibit Floor Manager. Exhibitors will not be permitted to move items out while aircraft are being towed out of the hall. Your cooperation is appreciated, as aircraft must have priority due to weather, air medical program scheduling, and other unforeseen factors.

Aircraft on Display in the Exhibit Hall will be entering on Saturday, October 24, 2026, from 0900 to 1300h. Exit time is Wednesday, October 28, 2026, from 1400h to 1500h. The times established by AAMS are without exception but are subject to change due to weather and other factors. Exhibitors with aircraft on display in the Exhibit Hall will receive detailed information on flight operations from AAMS in the AMTC Operations Manual. The Exhibitor shall abide by the rules governing aircraft operations as stated by AAMS in the guidelines within. Space not occupied by 0900h on Monday, October 26, 2026, reverts to AAMS without any obligation for refund. No packing materials, crates or boxes or are to be left in the Exhibit Hall following installation or brought into the exhibit space before 1400h Wednesday, October 28, 2026.

Decorator Services Contact: Freeman - <https://www.freeman.com/>

The official decorator for the Air Medical Transport Conference is Freeman. The link to the Exhibitor Service Kit is available at [freemanco.com](https://www.freemanco.com) that includes FAQs and order forms for: drayage, labor, installation of electrical, telephone, audio-visual and other utilities, booth furnishings, signs, porter and shipping services, and floral decorating information. Freeman will also provide an on-site Exhibitor Service Center during installation, exhibit hours and dismantling. The Service Center will be staffed by Decorator Service representatives familiar with the Air Medical Transport Conference and exhibit area. Exhibitors using outside service contractors for decoration, installation and/or dismantling must notify AAMS at least 30 days prior to the Conference (September 26, 2026) and provide the names and addresses of all contractor personnel who will be working in the exhibit area. Certificates of insurance for liability and workman's compensation are required for all outside contractors admitted to the exhibit area and must be mailed or faxed to the AAMS office 30 days prior to the Conference. All work required in connection with the Exhibitor's participation in the exhibit must be done in accordance with local union requirements.

The Exhibitor agrees that, if a display house or outside contractor other than the official Decorator Service is used for set-up and dismantling, the contractor shall have a working agreement with the local decorator's union. The outside contractor shall agree to conform to current and acceptable labor contracts.

Liability

AAMS, its officers, directors, members, agents and all organizations and individuals employed by AAMS in conjunction with the Air Medical Transport Conference shall not be responsible and shall be held harmless for any loss or injury resulting from accident, fire, theft or any cause whatsoever, including, but not limited to, accident or injury to Exhibitor's property, manufacturer's demonstration participants, their employees, agents, guests, the public and others, during or subsequent to the periods covered by the Booth Application and Contract.

The Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify and hold harmless AAMS, Freeman, the Fort Worth Convention Center and the city of Fort Worth, their officers, employees and agents, against all claims losses and damages to persons and property, governmental charges or fines and attorney's fees arising out of or cause by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or part thereof, including any outside exhibition areas. In addition, the Exhibitor acknowledges that AAMS, Freeman and the city of Fort Worth, their officers, employees, and agents do not maintain insurance covering Exhibitor's property. Exhibitors are advised to obtain business interruption and property damage insurance covering such losses by Exhibitors. AAMS, Freeman, Fort Worth Convention Center, and the city of Fort Worth are not responsible for obtaining such insurance.

Exhibitors flying aircraft to the Fort Worth Convention Center and/or Static Display are required to provide AAMS with written evidence of Aircraft Liability Coverage with combined single limit for bodily injury, property damage and passenger liability of \$10 million before being permitted to move into the exhibit hall. Please provide evidence of insurance at least 30 days prior to the Conference (September 26, 2025). Each Exhibitor is responsible for any and all damage to the exhibit area and for any and all claims and demands made regarding an injury, death or damage to property incurred in or upon the assigned space.

Restrictions and Rules of Conduct

Giveaways other than samples of the Exhibitor's products or descriptive literature must be approved by AAMS. Awards or drawings are limited to prizes of an educational nature or in keeping with the character of the Air Medical Transport Conference. Combustible materials, flammable liquids or gases will not be permitted. All cylinders containing compressed gasses must be secured to prevent tip-over; exhibitors not complying with this regulation will not be permitted to have such cylinders in the Exhibit Hall. Radio- logical equipment may be displayed, but not operated.

Noise from electrical, mechanical, or audio-visual equipment must not interfere with nearby exhibits. Exhibitors may conduct business in the Exhibit Hall from opening until closing on exhibit days. Arrangements for Guest Passes during installation and dismantling can be made at the on-site AMTC Registration Desk.

Suite Requests and Meeting Space Reservations

Suites and meeting space will be available at the AMTC contracted hotels. Suite/Meeting Room layout and rate information is available through the AAMS office. All suite and meeting space reservations must be made through the AAMS Office. Please contact Scott Davis, VP of Operations and Logistics at sdavis@aams.org. Suites and meeting space are first-come, first-serve and are only available to exhibiting companies / organizations and their representatives.