1. Space Availability
Booth spaces will be ready for Exhibitors to set-up by January 23, 2018.

2. Display Equipment and Services
GES is the official Decorator and Supplier of Display Services and Equipment for the exhibition. Complete rental displays may be obtained from GES.

3. Dismantling Time
Breakdown time will take place January 25, 2018 from 2 pm - 5 pm. All exhibit material and merchandise must be removed at this time. Any exhibitor dismantling prior to end of show will not be allowed to exhibit at INTIX for two consecutive years.

4. Display Booths
Each booth space will be equipped with a standard booth background of 8-foot high back wall of draperies, side rails 36” high, and flame-retardant drapes. Also included is one (1) I.D. sign, one (1) 6’ draped table, two (2) chairs and a wastebasket. Displays and exhibits shall not be placed in such a manner as to interfere with other exhibits.

5. Use of Exhibit Space
All demonstrations, interviews or other sales activities must be confined to the limits of the exhibit booth. No Exhibitor shall assign, sublet or apportion the whole or any part of the space allotted without the knowledge and written consent of the Exhibit Manager. Asiles must be kept clear and exhibits shall be arranged so that sales personnel will remain inside of the space rented.

6. Fire Precautions
Alarm boxes, extinguishers and exits must be accessible and in full view at all times. All display material must be flame retardant. No flammable fluids or substances may be used or shown in booths. Electrical signs and equipment must be wired to meet local codes.

7. Noisy Equipment
If the operation of any equipment or apparatus produces noise, which interferes with other Exhibitors or guests, it will be necessary to discontinue such operations upon the request of the Exhibit Manager.

8. Liability
INTIX, its subcontractors, Hilton Baltimore, and GES will not be responsible for any injury, loss or damage that may occur to the Exhibitor, the Exhibitor’s employees or property, or to any other person prior, during or subsequent to the period covered by the exhibit contract, provided said injury, loss, or damage is not caused by the willful negligence or wrongful act of an employee of INTIX, Hilton Baltimore, or GES. Each exhibitor expressly releases INTIX, Hilton Baltimore and GES from such liabilities and agrees to indemnify INTIX and GES against any and all claims for such injury, loss or damage.

9. Protection of Exhibitor’s Property
INTIX, its representatives and employees, and Hilton Baltimore and its representatives and employees will not be responsible for the safety of exhibits, merchandise or personnel against robbery, damage by fire, accident or any other causes in all cases. Exhibitors should obtain their own insurance. The presence of a security officer does not constitute acceptance of responsibility by INTIX for security of the Exhibitors possessions.

10. Protection of Hilton Baltimore and Display Fixtures
Exhibitors will be held responsible for any and all damage to convention and display fixtures caused by their agents or employees. No nails, tacks or screws or other fasteners will be driven into the walls, woodwork, or floor of the building. No gasoline, kerosene, acetylene handles or other flammable or explosive substances will be permitted in the building.

11. Literature Distribution
Advertising and sales promotion materials may be distributed from the exhibit’s booth only. No materials may be placed on seats, attached to walls, ceiling or woodwork, placed in public places for distribution, or distributed via salespeople in the exhibit hall doorways.

12. Fire and Destruction of Premises
In the event the Hilton Baltimore or any part thereof shall be destroyed or damaged by fire or other cause so as to prevent the use of the leased space for the purpose hereof, or if the premises cannot be used because of strikes, riots, labor, controversies, accidents, fuel shortages, Acts of God, force majeure, the refusal or failure of the immediately preceding lessee or lessees of Hilton Baltimore exhibit hall to vacate the same (provided Hilton Baltimore shall have used its best efforts to have such preceding lessee vacate) or other causes beyond Hilton Baltimore and INTIX’s reasonable care and control, then Hilton Baltimore and INTIX shall have the right to terminate the Exhibition and INTIX shall have no liability towards the Exhibitor by reason thereof other than to return any payment under the provisions of this Agreement. If this Agreement is so terminated during the Exhibition then the rent to the time of such termination shall be apportioned.

13. Cleaning of Display Booths
Show aisles are cleaned nightly after hours, but the cleaning staff is not permitted to enter Exhibitor’s display spaces. Refuse should be placed in the aisles for removal at closing time. Special booth cleaning may be arranged through GES.

14. Registration
All persons entering the Exhibition will be required to register and wear an appropriate badge. This will hold true for move-in and move-out days as well as Exhibition show days.

15. Notices
It is understood and agreed to by the Exhibitor that each and all of these Rules and Regulations are part of this Agreement between INTIX and the Exhibitor. The Exhibitor agrees to follow each and all of these Rules and Regulations and hereby further agrees to abide by any amendments and/or any additional rules deemed necessary by INTIX.

16. Exhibitor Information and Service Kits
GES will send to each Exhibitor a complete Information and Service Kit that provides Exhibitors with shipping instructions and other forms for all services needed during installation, exhibit period and removal of exhibition.

17. Non-Participating Companies
are prohibited from demonstrating products, giving out written or verbal information, distributing advertising material or directly soliciting attendees during the exhibition and conference. If you witness any non-participating companies violating this rule, please report them to INTIX management.

18. Use of Company Name and Logo
Exhibitor/Sponsor grants INTIX permission to use its logo and company name to recognize their participation in the event.

19. Cancellation Policy
All money paid by the Exhibitor to INTIX is subject to the following cancellation fees: $400 USD per booth by October 31, 2017. No refunds will be given for cancellations received after October 31, 2017. All cancellation requests must be made in writing to INTIX business Development.