Exhibit Rules and Regulations

The design and production of Therio Conference activities is the responsibility of the Society for Theriogenology (SFT). Commercial supporters do not control the planning, content, or execution of any CE activity.

EXHIBIT SPACE ASSIGNMENT
Exhibit spaces will be assigned in order that requests are received. SFT reserves the right to make reasonable adjustments in location of tables for the benefit of the exhibitor and the betterment of the total exhibit.

EXHIBIT SPACE
Each single exhibit space shall contain one 6’ tabletop and two chairs. These items are included in your exhibit fee. Additional booth items may be ordered from Veal Convention Services, our official Exhibit Service Provider. An Exhibitor Service Kit will be posted on this site six weeks prior to the show and emailed to exhibitors. Packets will not be mailed.

SHIPPING
Exhibitors are responsible for arranging their own shipping. The online Exhibitor Service Kit will include shipping (in & out) instructions, move in, set-up and breakdown instructions. The kit will also include information about ordering extra tables, stools, and specialty items. All shipping questions should be directed to the Sheraton Birmingham.

INSTALLING & DISMANTLING
The Exhibit Hall is located at the Sheraton Birmingham. Move-in may begin at 12 p.m. on Thursday, July 20, 2023, and should be completed by 5 p.m. Exhibitor expressly agrees not to dismantle their exhibit or do any packing before the closing hour (10:30 a.m. on Saturday, July 22, 2023) of the Exhibit Hall. Dismantling must be completed by 5 p.m. Saturday, July 23, 2023.

EXHIBIT HOURS
Thursday, July 20, 5:30 p.m. to 7:30 p.m., Opening Reception
Friday, July 21, 7 a.m. to 4:30 p.m.
Saturday, July 22, 7 a.m. to 10:30 a.m.

Join us for the Therio Awards Dinner and other events! You will have the opportunity to purchase tickets during the sponsor/exhibitor registration process.

INSURANCE
Exhibitors wishing to insure their goods must do so independently and at their own expense.

LIABILITY & THEFT
The SFT/ACT and officers or staff members of the same will not be responsible for the safety or the property of the exhibitors, their agents or employees, from theft, damage of fire, accident or other causes. Reasonable care will be used to protect the exhibitor from such a loss.

CANCELLATION POLICY
All exhibitor booths canceled prior to June 2, 2023 will be subject to a $100 USD service charge. All cancellations after June 2, 2023 will forfeit the entire booth fee.
PACKAGE HANDLING FEES

Charges incurred shall be applied to the receiver of material, thus, applied to either an individual guest room account/folio or Group Master Account. These charges cover the cost of labor, processing, receiving, tracking, storing and delivering.

- The price for receiving will be based on pounds and will include storage. If storage exceeds 3 days, a $25 per item/day storage fee will be added.

- The weights will be taken off the FedEx, UPS or DHL boxes. On rare occasions, packages may come from another source without weight information. In these cases, the hotel will weight the packages upon receipt.

Inbound Package Handling Fees
The minimum fees are as follows.

<table>
<thead>
<tr>
<th>This is the standard range of pounds to be used at all Hotels</th>
<th>Minimum fee to be applied to all INCOMING packages</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-25 lbs</td>
<td>$6</td>
</tr>
<tr>
<td>26 - 50 lbs</td>
<td>$10</td>
</tr>
<tr>
<td>Over 50 lbs</td>
<td>$20</td>
</tr>
<tr>
<td>Crate</td>
<td>$75</td>
</tr>
<tr>
<td>Pallet</td>
<td>$100</td>
</tr>
</tbody>
</table>

Outbound Package Handling Fees
There are 2 scenarios when guests have outbound shipping. The first is when the guest uses his/her own account and needs the hotel to send it out. The second is when a guest does not have their own account. The minimum fee is the same for either scenario.

<table>
<thead>
<tr>
<th>Minimum fee to be applied to all OUTBOUND packages when guest uses their own personal account</th>
<th>Minimum fee to be applied to all OUTBOUND packages when guests send through hotel’s (i.e., FedEx rate + premium)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$6</td>
<td>$6</td>
</tr>
</tbody>
</table>