



Exhibit Reservation Form

We agree to abide by all regulations outlined on the reverse side, which we accept as part of the contract. To reserve exhibit space, please complete the following information in full. Written confirmation of space assignment will be mailed to you upon acceptance. Please print or type all information.

EXHIBIT HALL INFORMATION

July 10-12
Minneapolis, Minnesota
Minneapolis
Convention Center
Exhibit Hall A

Exhibit Set Up

Sunday, July 9
8:00 am - 5:00 pm

Exhibit Hours (tentative)

Monday, July 10
7:30 am - 5:00 pm
Tuesday, July 11
7:30 am - 5:00 pm
Wednesday, July 12
7:30 am - 5:00 pm

Exhibit Tear Down

Wednesday, July 12
5:00 pm - 8:00 pm

BOOTH SPECIFICATIONS

10' x 10' booth spaces

Each space has standard
8' back drop drapes with
3' dividers.

With each 10' x 10' space
reserved, receive 2 full
meeting registrations.

BOOTH RATES

(per 10' x 10' space)

Corner - \$1200
Non-Corner - \$1000
Corporate Sustaining
Member - \$800

Visit us at

<http://adsa.asas.org/2006>

FOR PUBLICATION (Program, Signs, etc.)

Name of Firm/Organization _____

Address _____

City _____ State _____ Zip/Postal Code _____

Country _____ Web Site _____

Phone _____ Fax _____

CONTACT TO WHOM SUBSEQUENT MATERIALS SHOULD BE SENT

Contact Name _____ E-mail _____

Address _____

City _____ State _____ Zip/Postal Code _____

Country _____ Web Site _____

Phone _____ Fax _____

COMPANIES WHICH YOU DO NOT WISH TO EXHIBIT NEAR

BOOTH SELECTION

Choice #1 _____ Choice #2 _____ Choice #3 _____ Choice #4 _____ Choice #5 _____

PRODUCT DESCRIPTION

The product descriptions of exhibiting companies/organizations will be published in the Meeting Program if received by May 16, 2006. Please limit to 50 words. ADSA and ASAS reserve the right to edit copy. E-mail the copy to exhibits@assoqh.org.

PAYMENT

Booth spaces will not be reserved or assigned until payment is received in full. Payment may be made by credit card or check. Please make checks payable to 2006 ADSA-ASAS Joint Meeting.

Check enclosed (must be drawn on US bank in US funds) -or-

Please charge \$ _____ to my credit card:

AMEX

MasterCard

VISA

Card Number _____ Exp. Date _____

Signature _____

Please duplicate both sides of this contract for your files and return with payment to:

ADSA-ASAS 2006 Exhibits, 1111 North Dunlap Avenue, Savoy, IL 61874
Phone: 217.356.3182 - Fax: 217.398.4119 - E-mail: exhibits@assoqh.org

Rules & Regulations for Exhibiting at the 2006 ADSA-ASAS Joint Meeting

1. Payment for exhibit booths must accompany the application for exhibit spaces to be reserved or assigned.
2. All booths must be set up and ready for the official opening of the Exhibit Hall at the time specified in the exhibit prospectus. All exhibits shall be adequately staffed during show hours. Exhibits shall not be removed until the conclusion of the show. Upon the conclusion of the show, all exhibits and related materials must be removed promptly, and no later than the time specified in the prospectus. Any exhibit material or property remaining shall be packed, shipped or stored at the discretion of the Official Service Contractor at the expense of the Exhibitor.
3. Exhibiting firms wishing to cancel space or reduce the size of their exhibit space are required to notify the Exhibits Coordinator in writing no later than May 16, 2006 to receive a 50% refund. It is the responsibility of the exhibitor to confirm that the cancellation has been received by the ADSA and ASAS office. Reduction after space assignments have been made may result in relocation of the exhibit booth. There will be no refunds for cancellations received after May 16, 2006.
4. ADSA and ASAS will attempt to assign the Exhibitor to one of its requested spaces. Notwithstanding these requests, ADSA and ASAS reserves the right to make its allocation of exhibit space or to change the space allocation at any time based upon space availability or other considerations. The failure to allocate to an Exhibitor its requested space will not in any way affect the enforceability of this Agreement. The floor plan submitted by ADSA and ASAS is believed to be generally accurate, but ADSA and ASAS makes no warranties or representations with respect to actual measurements.
5. ADSA and ASAS reserves the right to direct the show decorator to uncrate and set up any exhibit display that is on the floor, in its booth, but has not been uncrated by the hour before the opening time. This does not apply to unpacking boxes of the exhibitor's product but to booth structures (shelving, backdrops, lights, and the like). The exhibitor will be billed for labor and other costs involved. Exhibitors may handle their own hand-carry materials in and out of the Minneapolis Convention Center facilities. However, any materials requiring the use of equipment for delivery, e.g. dollies, fork lifts, hand trucks, will be handled by the local union.
6. Exits and aisles must be clear of boxes and materials during show hours. Electrical lines must be accessible at all times.
7. Nothing shall be attached to any of the pillars, walls, doors, floors, etc. in such a manner as to deface or destroy the property. The use of cellophane or masking tape or similar products on painted or papered surfaces is specifically prohibited. All posters, signs, and similar advertisements should be posted on billboards designed for that purpose. Nails, hooks, tacks, and screws must not be driven into pillars, walls, doors, floors, etc.
8. Exhibits must be designed and erected in such a manner as to avoid blocking the view of adjacent exhibits. Booths shall be constructed so that inline and peninsula booths do not exceed 8'3" (2.5 meters) in height and island booths do not exceed 12'0" (3.7 meters) in height. Inline and peninsula booths and all their contents are limited to 8'3" in height the back 50% of the booth area and 4'0" in height in the front 50% of the booth area. No part of a booth or any attachment, sign or extension of a booth may exceed these limitations, which will be strictly enforced. No booth shall be bridged or connected across the aisle in any way to an adjacent booth without the prior written consent of ADSA and ASAS.
9. Audiovisual and other noise-emitting equipment used in exhibits may not be operated in a manner that will disturb other exhibitors.
10. All demonstrations or other sales activities in the Exhibit Hall must be confined to the limits of an exhibitor's own exhibit booth. Distribution of literature may be done only from within the booth assigned to the exhibitor presenting such materials. Firms or organizations not assigned space in the Exhibit Hall will not be permitted to solicit business within the Exhibit Hall.
11. Character of the exhibits is subject to approval of the ADSA and ASAS Board of Directors. The right is reserved to refuse applications of unmet required or expected standards, as well as the right to curtail or to close exhibits or parts of exhibits that reflect unfavorably on the character of the meeting. This applies to displays, literature, advertising novelties, souvenirs, conduct of persons, etc.
12. Each exhibitor is charged with knowledge of and compliance with all laws, ordinances, and regulations pertaining to health, fire prevention, and public safety. All booth decorations must be flame proofed, and all hangings must clear the floor. Electrical wiring must conform with National Electrical Code Safety Rules.
13. The exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, and hold harmless the American Dairy Science Association (ADSA), American Society of Animal Science (ASAS), and Federation of Animal Science Societies (FASS), and the Minneapolis Convention Center and its employees and agents from any and all claims, losses, and damages to persons or property; governmental charges or fines; and attorney's fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy, or use of the exhibiting premises or a part thereof, excluding any such liability caused by the sole negligence of the Minneapolis Convention Center. In addition, the exhibitor acknowledges that ADSA, ASAS, FASS, and the Minneapolis Convention Center do not maintain insurance covering the exhibitor's property and that it is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses by the exhibitor.