EXHIBITOR RULES

ELIGIBLE EXHIBITS
Show management reserves the right to determine the eligibility of any company or product for inclusion in the show.

FLOOR PLAN
Show management reserves the right to assign booth space and has control over admission policies at all times.

USE OF EXHIBITOR SPACE
- All demonstrations of other promotional activities must be confined to the limits of the exhibit booth.
- Exhibitor must procure at its own expense any necessary licenses/permits necessary for the purpose of displaying and/or exhibiting any products or services at said show.
- Exhibitors must show only goods manufactured or distributed by them in the regular course of business.
- No firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area.

BOOTH INFORMATION
- To maintain uniformity and to prevent obstructing the view of the adjoining booths, as well as the comply with fire regulations, standard booths (one or more booths in a straight line) must not be higher than 8 feet in the back and 3 feet along the dividers. Perimeter wall booths (standard wall booths located on the outer perimeter wall of the exhibit floor) must not be higher than 8 feet in the back and 3 feet along the side dividers. Island booths must not be higher than 12 feet. No walls, partitions, decorations or other obstructions may be erected which in any way interfere with the view of any other exhibitor. All visible parts of the booth must free of electrical cords and unfinished surfaces.
- Display material exposing unfinished surfaces is not permitted and must be finished at the exhibitor's expense. Show management reserves the right to have such finishing done and bill the exhibiting company for any charges incurred.

EXHIBIT INFORMATION
- No "live" microphones or loudspeaker equipment will be permitted in any exhibit booth, however, portable film, slide and videotape projectors may be utilized as long as other rules are met. If audio/visual equipment is used, the exhibitor agrees to comply with all Hilton Austin regulations for the operation of the equipment. All sound devices must be turned to a conversational level and should not be objectionable to neighboring exhibitors.
- Helium filled balloons, live animals or birds and smoking are not permitted in the exhibit area.
- Alcohol is permitted in the exhibit area only during official receptions and only the alcohol provided by Hilton Austin specifically for these receptions is permitted.
- Show management reserves the right to restrict the exhibits, due to noise, method of operation, materials or any behavior that becomes objectionable. Also to prohibit or to evict any exhibit which, in the opinion of the show management, may detract from the general character that show management determines to be desirable. In the event of such restriction or eviction, show management is not liable for any refund of any other exhibit expense.
- The exhibiting of products does not constitute an endorsement by show management, nor is an exhibitor permitted to represent in any manner that its goods/or services have not been endorsed by TAHP.

EXHIBITOR ACTIVITIES
Exhibitors agree not to schedule or conduct any outside activities, including but not limited to, receptions, seminars, symposiums and hospitality suites that are in conflict with the official published program of show management.

COMMON AREAS
The registration area, aisles, common areas, main entrance, etc. may not be used for the purpose of displaying any equipment, merchandise, signs, demonstrations or distributing materials.

FIRE REGULATIONS
Exhibitors shall comply with all local, state, federal and building fire and smoking regulations.

SET-UP AND DISMANTLING
Installation of exhibits will begin at 5:00 p.m. Sunday, November 6, 2022 and must be completed by 11:00 a.m. on Monday, November 7, 2022. All charges for services will be billed to the exhibitor directly. Dismantling of exhibits may not begin until after the show has closed at 1:30 p.m. on Tuesday, November 8, 2022 and must be completed by 5:00 p.m. on Tuesday, November 8, 2022.

SPECIAL CONDITIONS
Exhibitors may appoint their own subcontractors only for the physical set-up and dismantling of their displays. Show management, however, must be notified in writing at least 30 days prior to the show. Certificates of Insurance must accompany such notifications. All other show services must be provided by the official service contractor, and the Hilton Austin.

SUBLETTING
No exhibitor may assign, sublet, or apportion the whole or any part of the space allotted to him/her, nor exhibit therein, nor permit any other persons or firms to exhibit therein, any goods or services other than those distributed by the exhibitor in the regular course of business without the written consent of show management.

BOOTH CANCELLATION
Written cancellation is required and must be postmarked no later than September 1, 2022, to qualify for a refund of monies paid less a $200 administrative fee. Written cancellations postmarked after September 1, 2022 forfeit all monies paid. Space may be resold or reassigned without any obligation on the part of TAHP for any refund whatsoever.

SHOW CANCELLATION
In the event that fire, strike or other circumstances beyond the control of TAHP causes the in-person show to be cancelled, TAHP will move to a virtual format.

EXHIBITOR REGISTRATION
Personnel must pick up their registration materials and badges during regular registration times. No one will be admitted to the show hall without a badge and badges must be worn at all times when in the exhibit hall.

BADGES
No one (including exhibit personnel, installation and dismantling crews, etc.) will be admitted to the exhibit hall without a badge. Badges are required and must be worn by all attendees and exhibit personnel at all times. Persons without badges will be escorted out of the exhibit hall. Exhibitors with exposition credentials (an exhibitor badge) will be admitted into the exhibit hall one hour prior to the opening of the show and be permitted to remain in the hall up to one hour after the closing each day.

LIABILITY AND INSURANCE
Exhibitors shall assume all responsibility for damage to the display area, and shall indemnify and hold harmless agents, servants, and employees of TAHP and the Hilton Austin from and against any and all claims for loss, damage, injury no matter however caused, resulting from or arising out of, or in any way connected with exhibitor's participation in the Texas Covered Conference and Expo. Exhibitors must insure themselves against property loss and/or damage and liability for injury. Damage to inadequately packed property is the exhibitor's responsibility. In the event the exhibitor damages the building, he/she agrees to reimburse the owner of the building for the cost of repairing such damages. Exhibitors also agree to abide by all other provisions of these regulations, fire regulations, all other regulations of the Hilton Austin and local, state and federal regulations.

INDEMNITY
Exhibitor agrees to indemnify and hold harmless TAHP, and any and all co-sponsors, their officers, employees and members, from any and all liability to any person or persons for or by reasons of the breach by exhibitor, his/her agents, or employees of: any condition, defective or otherwise, of any apparatus, equipment or fixtures furnished by exhibitor in connection with his/her exhibit; any act or omission of said exhibitor, or any of his/her agents or employees. Indemnity includes, but is not limited to, claims of copyright, trademark or patent infringement, unfair competition and products liability. The exhibitor, on signing the contract, expressly releases TAHP, any and all co-sponsors, their officers, employees and members from any and all claims for loss, damage or injury. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save TAHP, and any and all co-sponsors, their officers, employees and members, and the host site harmless against 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 exhibition premises or part thereof, excluding any such liability caused by the sole negligence of the host site jointly or severally, their employees and agents. In addition, exhibitor acknowledges that show management/host site does not maintain insurance covering exhibitor to obtain business interruption and property damage insurance covering such losses by exhibitor.

AMENDMENTS
TAHP reserves the right to revise, delete or otherwise amend these exhibit rules at any time and without prior notice.