

# TERMS AND CONDITIONS

## 1. CANCELLATION POLICY

Exhibitors may cancel participation in the event subject to the following:

- Exhibitors who cancel **before November 23, 2024** are eligible for a **50% refund**
- **No refunds** are issued for cancellations **after November 23, 2024**

Note: Refunds, when applicable, will be processed within 6 business days following the approval of the exhibitor's formal cancellation request by GMRC.

## 2. EXHIBIT INFORMATION

Exhibitor registration includes an 8' x 8' exhibit space, (1) six-foot table, and (2) chairs. No exhibit, including its supports, will exceed the boundaries of the exhibitor's display space.

## 3. USE OF SPACE

Exhibitors are prohibited from:

- Assigning, subletting, sharing table-top exhibit space with any third party without prior written consent from GMRC.
- Exhibiting goods/services other than those manufactured/distributed in the regular course of business by exhibitor.
- Occupying any space other than that assigned in the exhibitor's contract. This includes holding hospitality suites, or organizing social, golf, or food functions during the scheduled conference activities.

Any violation of these terms may result in immediate removal from the event, with no refund issued.

## 4. CONFLICTING EVENTS

Exhibitors may not host or sponsor events, meetings, hospitality suites, or activities that conflict with official GMRC/SGA scheduled events, including sessions, networking events, or social functions. Violators may be removed from the event without a refund and banned from exhibiting at future GMRC/SGA events.

## 5. INSURANCE

Insurance protection will not be afforded by the exhibitor by the lessor GMRC/SGA or Hyatt Regency Houston (venue). Each exhibitor is required to maintain comprehensive general liability insurance, with coverage limits of not less than \$1,000,000 per occurrence, including bodily injury, personal injury, and property damage. Proof of insurance must be provided to GMRC/SGA. Exhibitors failing to provide such proof may be denied participation without a refund. Additionally, each exhibitor is responsible for securing interruption insurance and recouping any losses through their insurance company in the event of force majeure or otherwise.

## 6. COMPLIANCE WITH LAWS

Exhibitors must comply with applicable local, state, and federal laws, including but not limited to fire/safety codes; and are responsible for ensuring that all display materials, products, and presentations conform to these laws. GMRC/SGA reserves the right to remove non-compliant exhibit(s) at its sole discretion, without a refund.

## 7. IN FORCE MAJEURE

In the event of a force majeure, including but not limited to natural disasters, pandemics, government regulations, or other unforeseeable events beyond GMRC/SGA control, GMRC/SGA reserves the right to cancel or reschedule the event. Refunds or credits will be issued at GMRC/SGA discretion, and exhibitors agree to abide by any rescheduling or alternative arrangements as determined by GMRC/SGA.

## 8. SECURITY

While GMRC/SGA provides reasonable security during event hours, it is the responsibility of each exhibitor to secure their property. GMRC/SGA, the venue, and service contractors are not liable for the loss, theft, or damage of any exhibitor's property. Exhibitors are strongly encouraged to obtain insurance coverage for any property displayed or brought to the event.

## 9. LIABILITY & INDEMNIFICATION

This agreement does not create a partnership, employer-employee relationship, joint venture or agency between GMRC/SGA and the exhibitor. The exhibitor agrees to indemnify, defend, and hold harmless GMRC/SGA, its officers, employees, agents, contractors, and affiliates, from any and all claims, losses, damages, liabilities, expenses, or costs (including attorney's fees and court costs) arising from the exhibitor's participation in the event, including but not limited to personal injury, property damage, or loss, regardless of negligence or fault of any party.

## 10. HOLD HARMLESS CLAUSE

The exhibitor assumes full responsibility and liability for loss, damage, or claims arising from injury or damage to exhibitor's displays, equipment, and other property brought onto the event premises. The exhibitor agrees to indemnify and hold harmless GMRC/SGA. The event venue, and their agents, employees, and contractors from all such claims.

## 11. CHARACTER OF EXHIBITS

GMRC/SGA reserves the right, at its sole discretion, to remove any exhibit/exhibitor whose display, conduct, or presentation is deemed objectionable or disruptive to the overall atmosphere of the event. No refunds will be issued in such cases, and the exhibitor may be held liable for any damage or costs incurred by GMRC/SGA because of the exhibitor's actions. GMRC/SGA reserves the right to restrict or remove any exhibit that, due to noise, size, methods of operation, or for any other reason, is deemed objectionable or that may detract from the general character of the display. This reservation includes people, things, conduct, printed matter, or anything of the character. In the event of such restrictions or eviction, GMRC/SGA shall not be liable for damages, including those arising from violations of safety codes. Display materials must be flame-retardant.

## 12. INABILITY TO HOLD SHOW

GMRC/SGA shall not be liable for any expenses incurred by the exhibitor (including but not limited to travel, hotel accommodation, or marketing costs) if the show is canceled or rescheduled due to unforeseen circumstances, if the event is canceled or rescheduled due to reasons beyond GMRC/SGA control, including war, fire, strike, government regulations, public catastrophe, acts of God, or other causes, GMRC/SGA, at its sole discretion, will determine the appropriate refund or credit, which may not exceed the exhibitor's registration and table-top exhibit fees, minus expenses incurred by GMRC/SGA. The exhibitor may consider obtaining insurance coverage for this contingency at their own cost.

## 13. ADVERTISING MATERIAL

Exhibitors may distribute circulars or other advertising materials from assigned exhibit space only. It may not be placed on meeting room seats, tables or on tables outside the exhibitor's space.

## 14. HOTEL ACCOMMODATIONS

This is a local event. exhibitors are responsible for securing/booking their own hotel arrangements.