

33RD CONFERENCE ON HURRICANES AND TROPICAL METEOROLOGY

SAWGRASS MARRIOTT GLOF RESORT & SPA, PONTE VEDRA BEACH, FLORIDA
16-20 APRIL 2018



APPLICATION & CONTRACT FOR EXHIBIT SPACE— TABLE TOP DISPLAY EXHIBITION

PLEASE NOTE: Applications without deposit will not be accepted. Incomplete applications will be returned to sender. This application will not become a binding contract until approved by AMS. All exhibits are subject to review and approval by AMS. Please type or print clearly. Make deposit check payable to AMS.

CONTACT INFORMATION

Company: _____
(exactly as it should appear in all published material)

Address: _____

City: _____ State/Prov.: _____ Zip/Postal Code: _____

Telephone: _____ E-Mail: _____

Contact Person: _____ Title: _____

Company Web site Address: _____

Exhibitor Service Manual goes to:
(Email address only)

☐ Same as above

Billing/Invoice goes to:

☐ Same as above

SPACE SELECTION AND FEES

	Before 1 April 2018
AMS Corporate Member Rate	\$500
Non-Corporate Member Rate	\$550

Table Rate (see table above) X Request number of tables = Total Fee

\$ _____ X _____ = \$ _____

Table Top Space Fee Includes:

- 6ft. drape table with 2 chairs
- Booth Identification Sign
- 4 Booth Staff Badges (Pre-registered), onsite & additional badges \$50 each
- Listing with description in the Official Program Guide
- Listing on the AMS Website

BILLING AND DEPOSIT *(Please note, full payment is due with this application.)*

☐ Bank Transfer ☐ Credit Card # _____

☐ Purchase Order # _____ CVV # _____ Exp. Dt: _____

☐ Check Enclosed* # _____ Name on Card: _____

Billing Zipcode for Card: _____

* Checks must be drawn from a US bank and made payable to AMS

Signature: _____ Title: _____ Date: _____

By signing above, I verify that I am an authorized representative of the named company with the full authority to sign and deliver this application. The company listed on the application agrees to comply with all of the policies, rules, terms and regulations contained in this contract.

For Office use only:

Approved by AMS Staff: _____ Date: _____

The following provisions are incorporated by reference in the Application and Contract for Exhibit Space and become binding between the applicant, his/her employees, and agents; and the American Meteorological Society (AMS) upon acceptance of the Contract. The decisions of AMS shall in all instances be final with regard to use of any exhibit space.

1. LOCATION, DATES, SCHEDULE

The 33rd Conference on Hurricanes and Tropical Meteorology will be held at the Sawgrass Marriott Golf Resort & Spa, Ponte Vedra Beach, Florida, 16-20 April 2018

The Table Top Display Schedule is as follows:

Move-In

Tues., 17 April 11:00 a.m.–2:30 p.m.

All exhibits must be installed by 2:30 p.m.

Exhibit Hours

Tues., 17 April 3:00 a.m.–5:30 p.m.

Wed., 18 April 9:30 a.m.–4:30 p.m.

Thurs. 19 April 9:30 a.m.–5:30 p.m.

Move Out

Thurs., 19 April 5:30–6:30 p.m.

*Exhibitors dismantling/leaving early will incur a \$200 penalty fee (See section 3.C)

*Exhibitors are not allowed to dismantle before 5:30 p.m. on Thursday, 19 April. All exhibitor material must be removed from the exhibit facility by 6:30 p.m., Thursday, 19 April 2018.

2. PAYMENT, EXECUTION OF CONTRACT, CANCELLATION

A. Payment

Payment is due at the time of application. Purchase orders, MasterCard, VISA and American Express are accepted. No exhibitor shall assign, sublet, or share the whole or any part of its space unless the consignee is in partnership with, a subsidiary of, or is in a joint venture with the contract holder and is an integral part of the product presentation.

B. Execution of contract

An Application & Contract for table top displays is not valid until signed by AMS.

3. EXHIBITION STANDARDS

A. General

1. Space is leased under the definite pledge that an exhibit germane to the industry and of interest or of educational value to the profession will be presented.

2. Exhibiting as a part of the AMS table top displays, the following applies:

- Booth staff registrations
- Lising in Official Program Guide.
- One Official Program Guide

3. Products of firms not exhibiting may not display or advertise in any exhibit area or else where in the Marriott when, at the discretion of AMS, such products are competitive registered under this section must be made in writing to AMS.

4. Table top displays will be furnished with one 6' draped table and two chairs.

B. Exhibit Management

1. The AMS Exhibit Program conforms to the rules and regulations of the International Association of Exhibitions and Events (IAEE).

2. The exhibitor shall provide only the material and equipment he/she owns to be used in his/her exhibit space. All other items used in the table top display are to be provided only by the Sheraton.

3. AMS reserves the right to make modifications and

change table top display assignments as may be necessary to adjust each floor plan at any time to meet the needs of sponsors, exhibitors and exhibits.

C. Installing and Dismantling Exhibits:

Exhibitor installation is Tuesday, 17 April from 11 a.m. to 2:30 p.m. Exhibits must be installed by 2:30 p.m. on Tuesday. Your booth must remain staffed for all Exhibit Hours. No display may be dismantled earlier than Thursday, 19 April at 5:30 p.m. If an Exhibitor chooses to dismantle earlier, AMS has the right not to allow said Exhibitor to participate in future shows and a \$200 penalty will be assessed and must be paid prior to re-entry into future exhibits. Dismantling early will result in a loss of priority points for Annual Meeting Booth selection.

4. BOOTH STAFFING

Exhibitors shall reflect their company's highest standards of professionalism while maintaining their table top display during exhibit hours. Table top displays should be staffed by at least one company representative at all times during exhibit hours.

5. RESTRICTION OF EXHIBITOR ACTIVITIES

A. Scheduling of Non-Exhibit Activities

Exhibitors shall not schedule off-property entertainment, meetings, and/or other activities aimed at the General Attendees (all conference attendees except exhibitors and their personnel) during the exhibit hours, technical sessions, business sessions, AMS Banquet; or any other AMS sponsored function without prior approval of AMS. AMS is aware that there is a full schedule of events; and will work with exhibitors to achieve mutually beneficial schedules.

B. Hospitality Suites

The term "Hospitality Suites" shall include any announced or advertised, open room with readily available food, drink, and/or entertainment. Hospitality suites may not operate during the conference sessions and/or exhibits and may be scheduled to begin at the close of the Conference Sessions or Exhibit Hours (whichever end last). Food, drink and/or entertainment must cease at 1:00 A.M., when Hospitality Suites are located in sleeping room areas. Exhibitors are required to inform AMS, in writing, of any planned events including the time and location of the event.

6. DEMONSTRATIONS, DISPLAYS, AV PRESENTATIONS

All demonstrations and exhibits must be confined to the contracted space. The exhibit shall not attract attendees into the booth area by use of live demonstrations not germane to the product or service of the exhibiting company. In the course of the exhibition, no audio-visual devices or sound system shall be operated in a manner that disturbs or interferes with other exhibitors.

7. SECURITY

AMS is not responsible for equipment or materials in table top displays. It is recommended that exhibitors obtain insurance for their company's exhibit materials.

8. FIRE & SAFETY REGULATIONS

1. All booth decorations, signs, banners and furnishings must be flameproof or fire resistant and must be able to pass a field flame test.

2. All electrical equipment, including signs and lights shall be in good operating order and be able to pass inspection by the Fire Marshall.

3. Literature on display shall be limited to a one day

supply. Reserve supplies may not be kept in the booth; and shall be kept in closed containers and stored in a neat and compact manner.

4. No flammable liquids are allowed in the Marriott.

5. Smoking is prohibited throughout the Marriott.

6. Aisles and exits must be kept clean, clear and free of obstruction.

7. Electrical wiring, ropes, and mechanical rods laid on the floor in aisles and exit ways must be covered and taped.

8. Vehicles are prohibited in the exhibit area.

9. Hazardous Work Areas- During move-in and move-out, exhibition halls, loading docks, truck staging areas and service corridors are considered hazardous work areas. Alcoholic beverages, possession or use of controlled substances of any kind, horseplay, practical jokes, etc. are prohibited. Music or noise that may limit the audibility of back-up signals, fire alarms or emergency messages is prohibited.

10. Children under 16 years of age are not permitted in the exhibit area during move-in and move-out.

9. LIABILITY

The Exhibitor agrees to protect, and save, and hold the American Meteorological Society, and all beneficiaries and agents thereof (hereinafter collectively called indemnities) forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitors or those holding under the exhibitor, and further, the exhibitor shall at all times protect, indemnify, save and hold harmless the indemnities against and from any and all losses, costs, damages, liability, or expenses (including attorney's fees) arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees and business invites which arises from or out of or by reason of said exhibitor's occupancy and use of the Exhibition premises, the Sheraton or any part thereof.

The American Meteorological Society will not be responsible for any theft, loss or damage to property, or for personal injury that may occur prior to, during, or subsequent to the period covered by the terms of the application for exhibit space. The exhibitor expressly releases the American Meteorological Society from liability and agrees to indemnify the same against any and all claims such as loss, damage or injury.

Please return signed contract to:
Jenn Rosen, Exhibits Manager,
AMS, 45 Beacon St., Boston, MA
02108
Fax: 617-507-0472