



February 1-2, 2010  
 Delray Beach Marriott  
 Delray Beach, FL

# Exhibitor Application and Contract

## Company Information

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Website: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

## Booth Rental & Selection

TechSec Solutions is an in-line booth exhibit hall. Due to location, no island or stand-alone booth space will be offered.

### Booth Rental Costs:

10'x 8' In-Line Booth .....\$2,600  
 10'x 8' Corner Booth .....\$2,700

Please list up to four (4) preferred booth spaces. Every effort will be made to accommodate your request. Booths will be assigned on a first-come, first-served basis.

1st: \_\_\_\_\_ 2nd: \_\_\_\_\_ 3rd: \_\_\_\_\_ 4th: \_\_\_\_\_

### Companies you would like to be near:

\_\_\_\_\_  
 \_\_\_\_\_

### Companies you would not like to be near:

\_\_\_\_\_  
 \_\_\_\_\_

## Deposit and Payment Information

Corner:  In-Line:   
 Total Amount Due: \$\_\_\_\_\_

A 50% deposit must accompany the Application & Contract to Exhibit. The deposit can be made by check (in U.S. funds payable to United Publications, Inc. ), Mastercard, Visa, or American Express. Full payment for booth space must be received by Jan 4, 2010.

## Credit Card Information

Mastercard  Visa  American Express

Card Number: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

### Make checks payable to: United Publications, Inc.

We submit this application and 50% deposit of the total booth fee and agree to pay the balance due no later than Jan 1, 2010. If this contract is submitted after Jan 1, 2010, the full booth rental fee is due with the completed contract.

We agree to abide by all the requirements, restrictions, and obligations set forth in the Rules & Regulations as stated on the second page of this contract.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Cancellation Policy

Cancellation of exhibit space or reduction of reserved space must be made in writing and sent to TechSec Solutions, PO Box 997, 106 Lafayette Street, Yarmouth, ME 04096. In the event of cancellation, TechSec Solutions has the right to use said space to suit its own convenience including selling space to another exhibitor without rebate or allowance to the canceled exhibitor.

Cancellation Date	Cancellation Penalty
On or before 12/1/09.....	\$500 administrative fee
12/1/09 – 1/4/10.....	50% of originally contracted booth rental fee
1/4/10 or later .....	100% of originally contracted booth rental fee



**Fax or Mail to:**  
**Tim Purpura, Group Publisher**  
 United Publications, Inc.  
 106 Lafayette St.  
 PO Box 997  
 Yarmouth, ME 04096  
 Tel: 207-846-0600 ext. 217  
 Fax: 207-846-0657  
 tpurpura@securitysystemsnews.com



# Exhibitor Rules and Regulations

Exhibitors and their agents are responsible for complying with applicable federal, state, and local laws, including music licensing, hazardous waste handling and disposal, and the Americans with Disabilities Act. TechSec Solutions reserves the right to restrict exhibits that for any reason become objectionable, and also prohibit or evict any exhibit that, in the opinion of TechSec Solutions, may detract from the general character of the exposition. In the event of such restrictions or eviction, TechSec Solutions will not be liable for any refunds, rentals or other exhibit expenses.

## Exhibitor Code of Conduct

It is essential to the success and growth of TechSec Solutions to actively contribute to an atmosphere of integrity and dignity. Therefore, all exhibitors pledge to: 1) Interact respectfully and thoughtfully with all registrants in the exhibit hall, educational sessions, and social situations; 2) Respect the rights of other exhibitors to conduct business without interference or improper interventions; and 3) Abide by all Exhibitor Rules and Regulations set forth in the TechSec Solutions Exhibitor Prospectus and Exhibitor Service Kit.

## Alcohol, Tobacco, and Miscellaneous Giveaway Items

Distribution or use of alcoholic beverages, tobacco or other refreshments in the exhibitor's booth is prohibited. TechSec Solutions is a smoke-free meeting and exposition. Giveaways, awards or drawings are limited to prizes of an educational nature and/or in keeping with the character of the conference and must be submitted to TechSec Solutions for approval (written description acceptable). Requests must be submitted to management no later than December 15, 2009. Promotions not approved by TechSec Solutions are not permitted.

## Amendments

TechSec Solutions shall have full power in the interpretation and enforcement of all Rules and Regulations. All matters and questions not covered by these Rules and Regulations are subject to the decision of TechSec Solutions and are final. These Rules and Regulations may be amended at any time by TechSec Solutions. Such amendments or additions shall be equally binding on all parties affected by these original "Rules and Regulations."

## Audio Visual Equipment and Photography

If closed sound systems cannot be arranged, open sound systems are permitted. However, sound "leakage" must not interfere with any other exhibitor. Show management requires compliance and reserves the right to take any necessary corrective action. Videotaping and photography in the Exhibit Hall is not allowed without written permission from TechSec Solutions.

## Badge Policy

Admission to the Exhibit Hall will be by badge only. Badges for preregistered exhibit personnel will not be mailed. Exhibitor badges will be available for pickup during Exhibitor Registration Hours and will be held under the company name. All exhibit booth personnel, as well as meeting attendees, are required to wear their official TechSec Solutions badge. Security guards will be monitoring the entrance to the Exhibit Hall for proper identification. Only TechSec Solutions attendees and registered exhibitors will be admitted to the Exhibit Hall. No unregistered guests are allowed in the hall at any time.

## Booth Staffing

Exhibitors must staff their exhibits during the exposition hours. TechSec Solutions reserves the right to remove any booth left unattended for an extended period of time. The exhibitor is responsible for all costs incurred in the removal of the booth from the show floor.

## Demonstrations, Interviews, Subletting

Demonstrations by exhibitors should contribute to the attendee's knowledge in a professional way. Demonstrations and adequate space for interviews should be available within the confines of the individual exhibitor's booth. Interference with normal traffic flow and infringement on neighboring exhibits is not permitted. No subletting or sharing of exhibit space is permitted unless it is within corporate divisions.

## Display Rules

Exhibit fixtures, components and identification signs will be permitted to a maximum height of 8 feet. All display fixtures over 4 feet in height and placed within 10 feet of an adjoining exhibit must be at least 5 feet from the aisle.

## Distribution of Advertising Material

Canvassing any part of the exhibit hall or meeting rooms by anyone representing or connected with a non-exhibiting company is strictly forbidden. Anyone doing so will be escorted from TechSec Solutions. Canvassing or distribution of advertising material by an exhibitor will not be permitted outside of the exhibitor's allotted booth space.

## Early/Late Dismantle

No packing of equipment, literature, or dismantling of exhibits is permitted until after 2:45 pm Tues, Feb 2, 2010. Exhibitors who vacate their booth prior to the official close of the exhibit hall will be fined \$200. All exhibit materials must be completely removed from the exhibit hall by 5 pm on Tues, Feb 2, 2010. If dismantling has not begun by 4 pm on Tuesday, Feb 2, 2010, TechSec Solutions will order dismantling labor at the exhibitor's expense.

## Exhibitor Designated Contractors (EDC)

Exhibitors may employ the service of independent contractors to install and dismantle their display, providing the exhibitor and the Exhibitor Designated Contractor comply with the requirements for exhibitor designated contractors as specified in the Exhibitor Service Kit. The exhibitor must notify TechSec Solutions of the intent to utilize an Exhibitor Designated Contractor no later than December 15, 2009 furnishing the name, address, and telephone number of the firm. In addition, the exhibitor shall provide evidence that the Exhibitor Designated Contractor has a proper Certificate of Insurance with a minimum of \$1,000,000 liability coverage, including property damage, to TechSec Solutions no later than January 15, 2010.

## Hospitality Suites, Focus Groups, Room Drops, and Satellite Programs

Hospitality suites, focus groups, room drops and satellite programs sponsored by exhibitors must be approved by TechSec Solutions. Only sponsors have the opportunity to hold Focus Groups and Satellite Programs. No event may be scheduled to conflict with any part of TechSec Solutions' program. Contact TechSec Solutions for details.

## Labor Regulations

Exhibitors must conform to the local labor regulations. Information for arranging labor will be included in the Exhibitor Service Kit.

## Late Installation

Booth space not completely occupied by 9:00 am on Monday, February 1, 2010 will revert to TechSec Solutions for discretionary use.

## Liability

The Exhibitor assumes responsibility and agrees to indemnify, save and hold harmless TechSec Solutions, Expo Convention Contractors Inc., the Marriott Delray Beach Hotel, the State of Florida and the City of Delray Beach, its officers, employees and agents, arising out of or resulting from any damages, injuries, losses and expenses including attorney fees and costs. The Exhibitor understands that neither TechSec Solutions, Expo Convention Contractors Inc., the Marriott Delray Beach Hotel, the State of Florida and the City of Delray Beach, maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance. Should any contingency prevent the holding of TechSec Solutions, TechSec Solutions is not liable for any expenses incurred by the exhibitor.

## Products

TechSec Solutions reserves the right to prohibit exhibition or advertisement of any product it deems unsuitable for the exposition. No TechSec Solutions endorsement, express or implied, is connected with

any product exhibited or advertised.

## Property Care

Exhibitors must surrender booth space in the same condition as it was at the time of occupation and are liable for any damage caused by disregard of these "Rules and Regulations."The exhibitor is not to affix, nail, or otherwise attach anything to walls, doors, floors or columns except where a nailing strip is provided. Exhibitors may not apply paint, lacquer, adhesives, or any other coating to the building columns, floors or standard booth equipment. If there are any special requirements in this respect, the exhibitor should call TechSec Solutions.

## Public Safety

Each exhibitor is charged with the knowledge of all laws, ordinances and regulations pertaining to health, fire prevention and public safety while participating in this event. The exhibitor assumes all responsibility for compliance with local, city and state safety, fire, and health ordinances covering installation and operation of equipment. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. All display materials must be reasonably located and protected by safety barrier guards. No combustible decoration or materials, such as crepe paper, tissue paper, cardboard or corrugated paper shall be used at any time. All bunting, draperies or other fabrics must be fireproofed before use in the exhibit booth, with a certificate of fireproofing present in the exhibit booth during both installation and show hours. All materials and fluids that are inflammable are to be kept in safety containers. Open flames, butane gas, oxygen tanks, etc., are not permitted without permission of TechSec Solutions, the Marriott Delray Beach Hotel, and the Delray Beach Fire Department. Balloons filled with helium are not permitted. Only 3-prong grounded extension cords will be permitted in the exhibit hall. No zip cords are allowed for electrical connections. Smoking in the exhibit hall, educational sessions, and other events is prohibited. Aisles must be kept completely clear and unobstructed. Fire exits and fire hose cabinets must be kept clear at all times. No hazardous display of any nature will be permitted. TechSec Solutions should be contacted if further information is required. Special illumination, such as bare spotlights, must be indirect or adjusted so the beam does not offend neighboring exhibitors or guests. The use of laser, strobe, flashing, neon signs or neon-type lights of any kind will not be allowed in the exhibit hall.

## Selling in Exhibit Space

The selling of any products for delivery during TechSec Solutions and related taxes are the sole responsibility of the exhibitor.