



# Exhibitor Agreement

2018 LSA ANNUAL MEETING  
JUNE 7-10, 2018  
TORONTO, CANADA

## Organization Information

EXHIBIT CONTACT	BILLING CONTACT (if different)
Name:	Name:
Company/Organization:	Company/Organization:
Email address:	Email address:
Address:	Address:
City, State, Zip code:	City, State, Zip code:
Country:	Country:

## Information for Online Listing

Organization name (will be listed online and in printed program):
Web address:

## Exhibit Booth Selection

<i>Options</i>	<i>Rate</i>	<i>Quantity</i>	<i>Total</i>
Standard Booth	\$500		\$
Additional Booth	\$300		\$
Additional Exhibitor badges*	\$90		\$

\*A Standard Booth includes one 6' draped table with two chairs, two name badges with complimentary registration, a listing in the program book and on the website, as well as an exhibitor profile in the mobile app.

Agreement form and full payment is required by **March 23, 2018**. Logos and mobile app profile information is due April 2, 2018. For more information on mobile app options and requirements, contact us at [mcdonald@lawandsociety.org](mailto:mcdonald@lawandsociety.org). Discounts may be available for organizations purchasing multiple exhibit, advertising, and sponsorship options.

## Payment Information

Payment is accepted in US Dollars only, and can be made in the form of a check payable to the Law and Society Association, by credit card (Visa, MasterCard, or American Express) over the phone, or by international wire.

Total Amount Due: \$
Payment type (Credit Card, Wire, Check):

Checks should be mailed to the Law and Society Association, 383 S. University Street, Salt Lake City, UT, 84121, USA.

For credit card payments, please call Caitlin at 801-581-3219 between 9am and 4pm (MST) to complete payment through PayPal.

For international customers, please wire your payment to:

Checking Account Number: 550955616  
Wire Routing Number: 021000021  
ACH Routing Number: 124001545  
Swift Code: CHASUS33  
Bank Contact: Austin Huntsman  
Bank Address: 376 E 400 S Salt Lake City, UT 84111  
Bank Phone: 801-333-8605

## Agreement and Signature

*I hereby apply for exhibiting space at the Law and Society Annual Meeting and agree to pay the amount due by March 23, 2018. I further agree to abide by all regulations contained in the contract below. This agreement is effective on the date signed below and will remain in effect until all responsibilities set out are fulfilled.*

Printed name:

Signature:

Date:

## EXHIBITOR CONTRACT REGULATIONS

**CONTRACT FOR SPACE:** The Application must be completed in its entirety and accompanied by the total booth fee for the number of spaces requested before it will be processed or space assigned. The signed Application and Contract and subsequent notice of assignment constitute a contract between the Law and Society Association (hereinafter referred to as LSA) and the exhibitor. Any point not specifically covered in these regulations is subject to the decision of LSA, whose decision shall be final.

**ELIGIBILITY TO EXHIBIT:** The content of materials displayed in the LSA Exhibit Space must contribute to teaching and research in the socio-legal discipline, and the professional development of our attendees. LSA reserves the right to refuse any application for exhibit space or curtail or cancel any exhibit that in the sole judgment of the executive director are not consistent with the teaching, research, and professional ends of the discipline and Association. This policy also applies to the nature of displays, advertisements, sales of products (including novelties and souvenirs), and the decorum of exhibitors or their employees. Exhibits cannot be used for politically or ideologically partisan purposes, and are subject to the approval of the LSA executive director or designee.

**ASSIGNMENT OF SPACE:** Booth space will be assigned at the discretion of LSA. Priority of booth Selection is given to organizations that have exhibited in previous years, sponsors, and advertisers in the Annual Meeting Programs. LSA will attempt to assign requested spaces; however, if none of the requested spaces are available, we will contact you with a space in a comparable location. LSA reserves the right to alter exhibitor's assigned location at any time if deemed in the best interests of the Exhibition. LSA will consult with exhibitor before exercising its discretion.

### SCHEDULING GUIDELINES FOR EXHIBITOR FUNCTIONS:

(A) Exhibitor sponsored functions, both public and private, will be accepted by the convention coordinator on a first-come, first-served basis. (B) Exhibitor sponsored private functions, i.e., events not open to all meeting attendees, requiring space controlled by the Association according to its contract with the conference hotel will be placed in the conference hotel or elsewhere at the sole discretion of the LSA meeting manager. LSA official program events have priority over events sponsored by other groups, including exhibitors and sponsors. Schedule changes and room reassignments are at the sole discretion of the LSA meeting manager, though the meeting manager will make every effort to limit changes to within 2 months of the meeting.

**WITHDRAWAL:** Cancellations must be made, in writing, no later than April 2, 2018, and refunds will be processed, less a 50% administration fee no later than (5) five business days after receipt of written notice of cancellation.

**TERMINATION OF MEETING AND EXHIBIT:** Should the premises in which the LSA Annual Meeting and Exhibition is to be held become, in the sole judgment of LSA, unfit for occupancy, or should the Meeting and Exhibition be materially interfered with by reason of action of the elements, strike, picketing, boycott, embargo, injunction, war, riot, emergency declared by a government agency, or any other act beyond the control of LSA, the Application and Contract may be terminated. LSA will not incur any liability for damages sustained by the exhibitor as a result of such termination. In the event of such termination the exhibitor expressly waives such liability and releases LSA of and from all claims for damages and agrees that LSA shall have no obligations except to refund to the exhibitors a prorated share of the aggregate amount received by LSA (as rental for exhibit space for said Exhibit), after deducting all costs and expenses in conjunction with such Exhibit, including a reasonable reserve for claims.

**BOOTH PERSONNEL/BADGES:** The fee for booth space includes two (2) exhibitor badges with complimentary registration per standard booth. Displays must be staffed during all LSA Exhibit Hall hours. Badges must be worn at all times for admission to the Exhibition. A list of Booth Personnel must be received on or before April 2, 2018. All booth personnel must be registered for the Annual Meeting. Badges may be picked up at the conference registration beginning on Wednesday, June 7, at 2:00 p.m.

**DISPLAY RULES AND REGULATIONS:** LSA provides the following: requested number of 6' draped tables with two chairs, two complimentary name badges, and exhibit space security is defined by the area being locked during off, or closed hours.

All display fixtures must be confined to that area of the exhibitor's space. Exhibit fixtures, components and identification signs will be permitted to a maximum height of 8'3". Displays must be contained within the assigned booth spaces in such a way that they do not interfere with other exhibitors' displays. **Furnishings/Electrical/Audio Visual Equipment:** Each exhibit space will be provided 1 – 6' table with 2 chairs and a wastebasket. An Exhibitor Service Kit will be forwarded to all confirmed exhibitors in late spring which has additional furnishings, audio visual and electrical services available for rental through Shepard Exposition Services.

**LABOR/SAFETY/FIRE:** Exhibitors will comply with all applicable statutes, ordinances, rules and requirements relating to health, fire, safety, and use of the premises. Booth decorations must be flame-proof and all hangings must clear the floor. Electrical wiring must conform with all federal, state and municipal government requirements and to National Electrical Code Safety Rules. If inspection indicates that an exhibitor has neglected to comply with these regulations, or otherwise incurs fire hazards, the right is reserved to cancel at exhibitor's expense all or such part of the exhibit as may be irregular.

**INDEMNIFICATION AND WAIVER:** The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage, including that by fire, and theft, to exhibitor's displays, equipment and other property brought upon the premises of the conference hotel and shall indemnify and hold harmless the conference hotel, Shepard Exposition Services, Inc., and LSA and their agents, servants, employees, officers, directors, staff and members. Each participant by signing the application for participation expressly understands that they release LSA from, and agrees to indemnify it against any and all claims for such loss, injury or damage. If LSA shall be held liable for any event which might result from a particular exhibitor's action or failure to act, such exhibitor shall reimburse and hold harmless LSA against any liability resulting therefrom. Exhibitors must adequately insure their materials, goods, wares and exhibits against loss or injury of any kind and must do so at their own expense; LSA, Shepard Exposition Services Inc., and the meeting venue are not responsible for any loss (however caused) to any property of any exhibitor. Exhibitors are solely responsible for their own actions during the LSA Annual Meeting. LSA will provide an onsite LSA Staff Member during the official hours of installation, dismantle and exhibit hours. The furnishings of such service are in no case to be interpreted by exhibitors as guaranteeing them against loss or theft of any kind. **ADDITIONAL RULES:** Distributing advertising matter outside of the exhibitor's rented space is not permitted. All exhibitors' furnishings must be contained within the confines of their booth. Aisles or facility fire exits must not be obstructed at any time. Exhibitors may offer food or beverage at individual booths, but must be arranged through LSA with the approved catering vendor. LSA reserves the right to restrict any exhibit which might be considered undesirable or does not conform to the Contract Regulations, or to make any modifications to these displays, at exhibitor's expense, so that the exhibit conforms to the Contract Regulations.

**AMENDMENT TO CONTRACT REGULATIONS:** Any and all points not covered specifically are subject to the decision of LSA. LSA may, in its sole discretion, make reasonable changes, amendments, or additions to Contract Regulations. Any such changes shall be binding on Exhibitor equally with the other regulations contained herein.