

— IAFE EXHIBITOR ACKNOWLEDGMENTS —

ATTENTION 2020 IAFE TRADE SHOW EXHIBITOR: Please read and check each acknowledgment as it pertains to the IAFE Trade Show participation. This form must be checked, signed, and returned along with the exhibitor registration form. Please contact us with additional questions.

- As consideration for being permitted by the International Association of Fairs and Expositions (IAFE) and the Licensor of the Henry B. Gonzalez Convention Center and the San Antonio Marriott Rivercenter, the San Antonio Marriott Riverwalk, the Hilton Palacio Del Rio San Antonio, the Grand Hyatt San Antonio, the La Quinta San Antonio Riverwalk, and the Menger Hotel (Hotel Properties) to participate in the 2020 IAFE Convention from November 26 through December 4, 2020 in San Antonio, Texas **I forever release, agree to defend, indemnify and hold harmless the IAFE, its directors, officers, employees, volunteers, agents, contractors, and representatives (collectively "Releasees") from any and all liabilities, causes of action, lawsuits, claims, demands, or damages of any kind whatsoever that I, my assignees, heirs, distributees, guardians, next of kin, spouse and legal representatives now have, or may have in the future, for injury, death, or property damage, related to (i) my participation in the 2020 IAFE Convention activities including any claims associated with exposure or potential exposure to the virus known as Covid-19 or permutations thereof (collectively, the "Virus") (ii) the negligence or other acts or omissions of any Releasee, related to or arising out of the Virus (iii) any claims resulting from exposure to any individuals on the Henry B. Gonzalez Convention Center or Hotel Properties who have or may have the Virus (iv) any claims from others resulting from exposure or potential exposure to me who have or may have the Virus (v) any claims resulting from exposure or potential exposure to any IAFE property, Henry B. Gonzalez Convention Center or Hotel property that may hold or contain the Virus.**

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE IAFE AND I AGREE TO IT OF MY OWN FREE WILL.

- Acknowledgment of Awareness of Risk of Covid-19
Agreement to Follow Gov't Orders and IAFE Directives
Assumption of Risk**

I am aware of the Covid-19 Pandemic and that the inherent risk of exposure to COVID-19 exists in any public place where people are present. I'm aware that COVID-19 is an extremely contagious disease that can lead to severe illness and death. I am aware that there are governmental orders, directives and guidelines, including directives for frequent hand washing, social distancing and use of face masks in public locations. I'm aware that the activities of the 2020 IAFE Convention will occur in public locations during the Covid-19 Pandemic and are hazardous activities. I agree that I will fully comply with all governmental orders, directives and guidelines, and all requirements prescribed by the IAFE, including directives for frequent hand washing, social distancing and use of face masks while participating in the activities of the 2020 IAFE Convention. I am aware that I could be infected, develop a serious illness or even die due to Covid-19. I am or will be voluntarily participating in the activities of the 2020 IAFE Convention with knowledge of the DANGER involved and I voluntarily agree to assume any and all risks related to exposure to Covid-19 whether those risks are known or unknown.

- Agreement to Abide by Code of Conduct for Meetings-Agreement to Disconnect from Meeting
Acknowledgment of Recorded Sessions & Agreement to Waive Copyright**

I am aware that the 2020 IAFE Convention may include sessions that will be broadcast via the internet or other methods to IAFE Convention registrants in remote locations that are not physically present at the IAFE Convention. I am aware that the 2020 IAFE Convention will be conducted in accordance with a Code of Conduct established by the IAFE which is included in this registration material. I have read the Code of Conduct and agree that I will follow it at all times while attending or participating directly or remotely in the activities of the 2020 IAFE Convention. I agree, that if in the judgment of the Staff or Board of Directors of the IAFE my conduct does not conform to the Code of Conduct and following written or oral notification of that judgment, I will immediately conform my behavior to the Code of Conduct or voluntarily disconnect myself from my virtual connection or voluntarily remove myself and my personal property from the Henry B. Gonzalez Convention Center and/or the San Antonio Marriott Rivercenter, the San Antonio Marriott Riverwalk, the Hilton Palacio Del Rio San Antonio, the Grand Hyatt San Antonio, the La Quinta San Antonio Riverwalk, and/or the Menger Hotel.

I am aware that some or all session of the 2020 IAFE Convention may be recorded to be broadcast or distributed by the IAFE during or following the 2020 Convention. I agree that my oral or written contributions to any and all recorded sessions may be viewed or listened to at or after the conclusion of the 2020 IAFE Convention. I hereby assign all my rights, title and interest, in copyrights resulting from my oral or written contributions to recordings of any and all sessions and activities of the 2020 IAFE Convention, to the International Association of Fairs and Expositions.

CODE OF CONDUCT

Before Leaving Home:

- Follow relevant guidance provided by the Centers for Disease Control and Prevention (CDC), or your local health authority.
- Adhere to government-issued travel restrictions and guidance issued by the region you will be traveling to and the region you are traveling from.
- Evaluate your own health and that of people you are in close contact with; contact the IAFE if you have concerns.
- Stay home if you feel sick.

On Site During the Convention:

- Follow guidance from the local health authority, for everyday preventive actions to help prevent the spread of respiratory viruses including:
 - Washing hands often with soap and water for at least 20 seconds, or an alcohol-based sanitizer with at least 60% alcohol.
 - Avoiding touching eyes, nose, and mouth with unwashed hands.
 - Covering your nose and mouth when coughing or sneezing. Throw used tissues in the trash.
 - Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Agree to have your temperature taken before entering the meeting/event venue, if required by the IAFE.
- Agree to wear a mask or facial covering, if required by the IAFE.
- Adhere to social distance protocols put in place by the IAFE and respect others' personal space.
- Go to the Henry B. Gonzalez Convention Center First Aid office (or equivalent) at any time, if you feel unwell or are experiencing flu-like symptoms.
- Do not bring any signage to be displayed into sessions.
- Do not attack others. The discussions during all sessions are meant to stimulate the exchange of information not to create contention. Let others have their say, just as you may.
- Do not make written or oral statements that advertises, promotes or make offers or are a call to action relating to any product or service.
- Do not make written or oral statements that infringe copyrights or trademarks, that are defamatory, abusive, profane, threatening, offensive, harassing or bullying, or that are related to gender, sexual orientation, disability, physical appearance, body size, race, religion, or national origin.
- Do not make written or oral statements that either expressly or impliedly lead to price fixing, a boycott of another's business, or other conduct intended to illegally restrict free trade. Do not make written or oral statements that encourage or facilitate an agreement about the following subjects: prices, discounts, or terms or conditions of sale; salaries; profits; profit margins, or cost data; market shares, sales territories, or markets; allocation of customers or territories; or selection, rejection, or termination of customers or supplies.
- Do not write or say anything that you would not want the world to see or that you would not want anyone to know came from you. Many of the sessions streamed as they occur and will be recorded for use and publication by the IAFE following the close of the convention.
- Be courteous and respectful to others at all times.

Post-event

- Based on current contact tracing advice from many health authorities, if you test positive for COVID-19 up to 14 days after returning home, please contact the IAFE to advise them.

Legal Principles

The IAFE Convention is provided as a service of IAFE. By participating in the Convention and speaking or making written statements during the proceeding of the Convention you grant to IAFE the nonexclusive, world-wide, transferable right and license to display, copy, publish, distribute, transmit, print, and use that information or material in any way and in any medium, including but not limited to print or electronic form.

The IAFE reserves the right to remove any content from recordings of sessions that does not comply with this Code of Conduct. The IAFE may remove from participation or deny participation in the convention proceedings anyone who in the sole discretion of the IAFE Staff is deemed to be in violation of this Code of Conduct. You understand and agree that if the IAFE Staff takes such action that you will not be entitled to receive a refund of your registration fee.

Signature: _____ Date: _____

2020 IAFE EXHIBITOR REGISTRATION FORM

We will be preparing a packet of name badges for each exhibitor during the 2020 IAFE Trade Show. This packet will be available for pick up on Saturday, Nov. 28, from 4-6 p.m.; Sunday, Nov. 29, from 7:30 a.m.-6 p.m.; or on Monday, Nov. 30, from 7 a.m.-2 p.m. In order to have the name badges ready, we need a list of your company personnel who will be in attendance. For your first booth purchased, you are eligible to receive up to four (4) badges. Exhibitors are offered two (2) additional badges for each additional booth purchased. **Badges above the allotment are \$50 each.** Please return this completed registration form to the IAFE office by Oct. 2. *Once you have arrived in San Antonio, any changes or additions to the list of people manning your exhibit must be made at the IAFE Trade Show Registration counter.*

Keep in mind, badges should only be used for your company employees or in the case of an agency – any act you may represent. Day passes or full meeting registrations are available to purchase for those wishing to attend, but who are not exhibiting. It is to your benefit to return a completed and accurate form to avoid waiting in line at the registration area. Exhibitor badges permit access to the IAFE Trade Show during set up and show hours. We encourage exhibitors to attend the General Session and Happy Hour. Exhibitors are welcome to attend educational sessions, but some sessions require an "attendee" registration and special fee as noted in the program.

Please return to the IAFE office by Oct. 2. You may mail (IAFE, 3043 E Cairo St, Springfield, MO 65802) or email the form (steves@fairsandexpos.com). **All fields below are REQUIRED!**

EXHIBITING FIRM: _____

ONSITE PRIMARY CONTACT: _____ MOBILE PHONE #: _____

OFFSITE EMERGENCY CONTACT (NAME AND PHONE): _____

REPRESENTATIVES ATTENDING (FIRST AND LAST NAME, EMAIL ADDRESS, AND JOB TITLE/RELATIONSHIP TO FIRM):

FULL NAME INDIVIDUAL EMAIL JOB TITLE/RELATIONSHIP TO EXHIBITING FIRM

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\$ _____
TOTAL DUE

PAYMENT INFORMATION

All fees are payable in U.S. funds. Make check or money order payable to **IAFE CONVENTION**.

PAYMENT METHOD: Check Money Order Visa MasterCard Discover American Express

Name on Card: _____ Signature: _____ Billing Zip Code: _____

Credit Card Number: _____ Expiration Date: _____ CVV2/CVC Code: _____

It is our policy not to retain credit card information; therefore, once payment has been processed, this information will be destroyed.