

ITE 2004 DISTRICT 6 ANNUAL MEETING
June 20-22, 2004 at Sheraton Grand Hotel, Sacramento, California

EXHIBIT SPACE RULES AND REGULATIONS

1. Space Rental

The ITE 2004 District 6 Annual Meeting is an educational gathering of transportation professionals. As such, the sale of products and *taking of orders on the exhibit floor is prohibited*.

ITE 2004 District 6, Sheraton Grand Hotel, and/or Curtin Convention Exposition Services (Curtin Convention) reserve the right to reject in whole or in part, and at any time, any exhibit or any individual that is in their opinion objectionable to delegates, exhibitors, or others. ITE 2004 District 6 reserves the right to relocate exhibitors and/or booths for the overall benefit of the Annual Meeting. No liabilities or damages whatsoever against ITE District 6, Sheraton Grand Hotel, and/or Curtin Convention or any of their representatives, committees, agents, or members shall be incurred because of such rejection or relocation.

Exhibitor agrees to operate the exhibit booth(s) during the listed days and hours only. The Exhibitor must not dismantle, begin packing crates, or abandon the display area prior to the official closing of the Exhibit Hall. Failure to observe this rule may jeopardize the Exhibitor's space assignments or right to exhibit at future ITE District 6 meetings.

2. Subletting of Exhibit Space

The Exhibitor agrees to not assign or sublet any portion of the space leased to him or her, nor permit individuals other than employees and/or representatives to use the facilities of the booth(s). The Exhibitor further agrees to not display products or literature that are not regularly sold or distributed by him or her, except as may be necessary to illustrate the applications of his or her products.

3. Liability/Security/Insurance

ITE 2004 District 6 will provide security service during the hours exhibits are closed and will use reasonable care to protect the Exhibitor's property from loss or damage. If insurance to cover the above is desired, it must be placed and paid for by the Exhibitor.

The Exhibitor agrees to hold ITE 2004 District 6, Sheraton Grand Hotel, and/or Curtin Convention harmless and to reimburse ITE 2004 District 6, Sheraton Grand Hotel, and/or Curtin Convention for any judgments, settlements, costs, or other expenses (including legal fees) to which it may be subject, for any injury, damage, loss, or harm resulting or occurring to anyone (including, but not limited to, visitors) that may result directly or indirectly from or in connection with such exhibit or the use of the rented space by the Exhibitor, or his or her employees, or representatives.

The Exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to Exhibitor's displays, equipment, and other property brought upon the premises of the exhibit facility and shall indemnify and hold harmless the employees and agents of ITE 2004 District 6, Sheraton Grand Hotel, and/or Curtin Convention from any and all such losses, damages, and claims.

4. Space Delivery

ITE 2004 District 6 will not be liable for the fulfillment of the agreement as to delivery of space if non-delivery is due to any one of the following causes: by reason of the building being destroyed by fire; by act of God; by strike; by the authority of law; or for any other cause beyond the control of ITE 2004 District 6.

5. Circulation/Solicitation

ITE 2004 District 6 does not approve, endorse, or recommend the use of any specific commercial product or service. The Exhibitor may not, therefore, imply either verbally or in printed literature, that his or her products or services are approved, endorsed, or recommended by ITE 2004 District 6 by virtue of these rules and regulations. Distribution of circulars or promotional materials may be made only within the booth area assigned to the Exhibitor presenting such material.

6. Lighting/Sound/Demonstrations

Spotlights and floodlights must be located in such a way as to not distract or annoy others. Exhibitors operating sound motion picture equipment, record players, loudspeakers, or any other noise-creating devices shall do so only at a level that will not interfere with other exhibitors or add unduly to general acoustic inconvenience. Displays must be contained totally within the constructed booth. Permission to exceed booth height must be requested and may be granted on an individual basis by ITE 2004 District 6. All activities within the booth must be conducted in such a way as not to infringe on the rights of other exhibitors or offend visitors to the exhibit. Interviews must be confined to the Exhibitor's booth only.

7. Building Policies

Smoking is not allowed within the Sheraton Grand Hotel. Decorations, signs, banners, and similar materials may not be fastened to ceilings, doors, walls, glass, columns, painted surfaces, fabric, or decorative walls. Helium balloons may not be sold or distributed or used within the facility.

Exhibitors adhering their own floor covering to the hotel floor must use a product that does not leave a residue. Any residue left will be removed at the Exhibitor's expense. Cars and/or trucks parked in marked fire lanes or in "NO PARKING" areas will be tagged and towed. This includes the loading dock area.

8. Fire and Electrical Regulations

The Exhibitor agrees to comply with all federal, local and municipal building and fire codes and furnish any permits required by local authorities.

Materials used in the construction of displays (such as draping, table coverings, props, shrubs, etc.) must be fire resistant and are subject to inspection by the City of Sacramento Fire Department for compliance. Operation of any heater, barbecue, heat-producing or open-flame devices, candles, lanterns, torches, welding equipment, smoke-emitting devices or materials in the building must be specifically approved on an individual basis by the City of Sacramento Fire Department. All electrical equipment must be U.L. approved.

Use or storage of any and all bottled or compressed gases, dangerous chemicals or flammable liquids by Exhibitors must have written authorization by the building management and a permit issued by the City of Sacramento Fire Department. All empty crates and boxes must be stored in areas approved and assigned by building management and the Fire Department.

Gasoline-operated vehicles on display must comply with regulations and must have written authorization by the building management.

9. Union Regulations and Freight-Handling

All decorations, display, electrical, freight-handling, drayage, and drayage work related to the 2004 Transportation Products and Services Exhibit shall be performed by Curtin Convention employees. Full-time employees of an exhibiting firm may install and dismantle their company displays in a manner that is safe and not objectionable. Exhibitors may handle their own hand-carried materials in and out of the facility in a manner that is safe and not objectionable by ITE, the Sheraton Grand Hotel, and/or Curtin Convention.