

2019 Exhibit Rules for Ohio Rural Water Association (ORWA) Tuesday May 7th 2019, at Embassy Suites Dublin, Ohio

1. ORWA reserves the right to reject any exhibit deemed offensive and not in keeping with the character and purpose of the Exhibit. ORWA reserves the right to restrain any exhibits that, because of noise, operation method or other reason, become objectionable.
2. No exhibitor shall assign or sublet any part of the space allotted to them except on written permission of the Conference Committee Chairman of ORWA, nor shall the exhibit permit to be exhibited in their space any merchandise or advertising matter not a part of the line in their regular course of business.
3. Solicitation of business shall be confined to firms exhibiting at the ORWA Annual Management & Director's Conference. No signs or advertising materials are permitted outside of the confines of an exhibitor's tabletop area. The operations of private public address systems is prohibited.
4. Unless prior written permission is received from ORWA, the maximum height for all partitions and dividers must not exceed 5 feet. These height limitations do not apply to displayed merchandise.
5. ORWA reserves the right to restrain any exhibit materials or construction that obstructs the view of adjacent booths.
6. No holes may be drilled, cored or punched in the building.
7. Decorations, signs, banners, etc., may not be taped, nailed, stapled or otherwise fastened to ceilings, walls, doors, painted surfaces etc. Poster Putty is allowed on glass, or plaster wall surfaces (not on brick or stone).
8. Adhesive-backed (stick-on) decals or similar items may not be distributed or used in the facility.
9. Exhibitors and their representatives are asked to wear official ID Badges while in the exhibit hall.
10. The exhibit area will be locked (where possible) and subject to security during the hours that it is closed. Exhibitors are responsible for their own tabletop booth area security during exhibit hours.
11. All exhibitors, equipment, and materials must enter using appropriate loading dock or exhibition entrance. Exhibitors shall be solely responsible for delivery, handling, setup, and removal of their own displays and materials.
12. Parking in the loading areas is prohibited. Violators' vehicles will be towed at owner's expense. Vendors must unload and promptly move their vehicles, not leaving their vehicles in the loading zone while they set-up, or pack-up their display.
13. No lighter-than-air (helium, etc.) balloons are permitted in the building without additional permission from an ORWA representative.
14. The painting of signs, displays of other objects is prohibited. Use of spray cans of paint or adhesive is strictly prohibited in the facility.

15. The use of Armor-All or other similar type protectants (and silicone based like materials) is strictly prohibited inside the facility.
16. No oils, burning fluids, camphene, kerosene, propane, naphtha, gasoline, or any other flammable chemical will be allowed in the building without prior consent of Embassy Suites.
17. No flammable materials will be permitted to be used for decorations unless treated with flame proofing and approved by the fire department.
18. The Exhibit Hall will be open at 6:00am on Tuesday, May 7, 2019. All setups must be completed by 9:00am that day. If an exhibit is not set up by 9:00am. ORWA reserves the right to assign that exhibitor's space to another company.
19. All exhibits must remain intact until 3:30 pm on Tuesday, May 7, 2019. ORWA reserves the right to penalize any exhibitor not complying with this move-out schedule.
20. The exhibitor must pay any damages to the building caused by exhibitors, or their employees.
21. The exhibitor assumes the entire responsibility and liability for losses, damages and claims arriving out of injury, damage or theft to the exhibitor's displays, equipment or other property brought upon the premises of Embassy Suites and shall be indemnify and hold harmless the facility, agents, servants and employees and ORWA from any and all such losses, damages and claims.
22. Exhibitors, by contracting for display space, agree to all rules and regulations of Embassy Suites.
23. Should premises for the show become, in ORWA's sole judgment, unfit for occupancy, or should the Conference and Exhibit be materially interfered with by any act beyond the control of ORWA, the contract for exhibit space will be terminated. ORWA will not incur any liability for damages to an exhibitor as a result of such termination.