

2010 NSCAA Exhibit Hall Rules and Regulations

Please Read Carefully. All Exhibitors Are Subject to the Following Rules:

1. Booth Design:

- A. Second-story booth construction is not permitted (i.e. no stairs), with the exception of the NSCAA's official sponsor/supplier.
- B. In-line Booths: all exhibit fixtures, components and identification signs will be permitted to a maximum height of 8'. All display fixtures over 4' in height and placed within 10' of an adjoining exhibit must be confined to that area of the exhibitor's space which is at least 5' from the aisle line. When standing at the end of an aisle, there must be a clear sightline of 5' from the aisle into each booth in that aisle.
- C. Peninsula Booths: all display fixtures over 4' in height and placed within 10' of a neighboring exhibit must be confined to that area of the booth that is at least 5' from the aisle to avoid blocking the sightline from the aisle to the adjoining booth. When standing at the end of the aisle, there must be a clear sightline of 5' from the aisle on each side of the peninsula to see each booth in that aisle.
- D. Island Booths: Exhibit fixtures, towers and components will be permitted to a maximum height of 18', with the exception of the NSCAA's official sponsor/supplier.
- E. Hanging identification signs and graphics will be permitted to a maximum of 22' from the floor to the top of the sign, with the exception of the NSCAA's official sponsor/supplier.
- F. The NSCAA reserves the right of approval of any and all exhibitor promotions and/or displays.

3. **Exhibitor Receptions and Outside Functions:** No non-NSCAA function involving more than 100 convention registrants, through private invitation or open to the public, may be scheduled during a) Exhibit hours Thursday evening, 7:00 to 10:00 p.m.; b) Annual Meeting c) Friday Honor Awards Banquet, 6:00 to 10:00 p.m.; and d) Saturday All-America Luncheon, 12:00 to 3:00 p.m.

4. **Hospitality Suites:** Hospitality suites at all convention-contracted hotels are available to exhibitors and convention participants ONLY, as approved by the NSCAA, from reservation lists provided to the housing bureau.

5. Admission Badges:

- A. Exhibitor Badges: Each 10x10 booth is allotted 4 exhibitor badges total. The exhibitor badge and holder allows access to the exhibit floor during set-up, tear-down and one hour before regular show hours. Badges must be visibly worn at all times while on the exhibit hall floor. Companies will be assessed a \$50.00 per badge charge for any additional badges requested on site, or for any changes to the Badge Request Form which requires issuing badge(s) at the convention. The NSCAA cashier must receive this payment before the badge will be issued. Acceptable forms of payment include cash, company check or credit card (Visa, Mastercard, American Express and Discover).
- B. Exhibitor Appointed Contractors (EAC) will be able to pick up temporary work badges for access onto the show floor for installation/dismantle purposes. If contractors require access to the show on show dates, exhibitors must register them as exhibitor personnel.
- C. Any imprinting, defacing or alteration of the convention registration badges is prohibited. Badges for the NSCAA Convention are non-transferable and non-refundable.

6. **Show Hours:** All exhibitors shall abide by the show hours. No exhibitors shall be allowed to dismantle their booth prior to the closing of the show January 16, 2010 at 5:00 pm. This includes any type of packing such as the packing of brochures, taking down signs, etc. If an exhibitor is found dismantling their booth, measures deemed necessary by Show Management will be taken in order to stop the process.

7. **Distribution of Literature and Promotional Items:** Exhibitor personnel, including models, hostesses and any other hired help, are not allowed to distribute literature or promotional items of any kind outside the confines of the contracted space. This restriction includes sidewalks outside the convention center, as well as hotel locations in conjunction with the event. The distribution of any item that interferes with the activities in or obstructs access to neighboring booths, of that impedes the flow of traffic in the aisles, is prohibited. All sales literature representing NON-EXHIBITING companies will be excluded from distribution at the Convention. Companies or persons doing so will be excluded from exhibiting at future conventions and their literature will be removed immediately.

8. **Demonstrations and Promotional Activities:** As a matter of safety and courtesy to others, exhibitors must conduct sales presentations and product demonstrations in a manner which assures all exhibitor personnel and attendees are within the contracted exhibit space and not encroaching on the aisle or neighboring exhibits. It is the responsibility of each exhibitor to arrange display product presentation and demonstration areas to ensure compliance. Booth displays and equipment shall not extend into the aisles. This includes all signs, banners, etc. Exhibitor representatives wearing distinctive costumes or carrying banners or signs, separately or as part of their attire must remain in their contracted exhibit space. Show Management may stop all further demonstrations and promotional activities, including participatory led generation activities or traffic builders, by the exhibitor until the exhibitor has taken appropriate action to ensure there will be no further violations.

9. **Sound/Music:** Exhibitors may use sound equipment in their booths so long as the noise level does not disrupt the activities of neighboring exhibitors. Speakers and other sound devices should be positioned so as to direct sound into the booth rather than into the aisle. Show Management reserves the right to restrict sounds from any source that interferes with activities in neighboring booths. A maximum of 85dB will be maintained on the show floor at all times. Exhibitors may not exceed a maximum sound level of 85dB measured at a distance of ten (10) feet from the source. If an exhibitor exceeds an acceptable sound level and Show Management's request to lower said levels goes unheeded, Show Management has the option to disconnect the electrical power to that booth. All fees to be incurred by reinstating the electrical power will be the responsibility of the exhibitor in violation.

10. **Children :** No one under the age of twenty-one is allowed in the exhibit hall on Thursday night during the exhibit Hall Grand Opening. During move-in and move-out, no one under the age of eighteen may work within or be in the hall.

11. **NSCAA Marks:** No logo or trademark logo may be used in conjunction with the NSCAA logo, without written approval of the NSCAA.

12. **Violations:** The National Soccer Coaches Association of America reserves the right to restrict exhibits which, because of noise, method of operation, materials or any other reason become objectionable. The NSCAA will prohibit or remove any exhibit which, in the sole opinion of the NSCAA, may detract from the general character of the show as a whole, or consists of products and/or services inconsistent with the purpose of the show, without liability for any refunds or other exhibit expenses incurred. In the event the exhibitor violates any rules or regulations of the show, the NSCAA has, at all times, the right to regain the immediate possession of any space, and all payments shall be forfeited.

1st Violation: Verbal Warning from Show Management

2nd Violation: Verbal warning and written warning from Show Management

3rd Violation: \$100 fine payable by opening the next day. Any fine incurred on Saturday will be due prior to registering for next year's show

4th Violation: Removal from booth space