

NEW ENGLAND SCIENTIFIC MANUFACTURERS ASSOCIATION

SHOW RULES AND CONDITIONS STATEMENT

PLEASE READ THIS FORM CAREFULLY, SIGN BELOW, AND RETURN ALONG WITH YOUR APPLICATION AND SHOW FEE (IF PAYING BY CHECK). BY REGISTERING ONLINE AND PAYING BY PAYPAL YOU AGREE TO THE TERMS BELOW (NO SIGNATURE REQUIRED):

1. All exhibit space will be assigned on a "first come, first served" basis.
2. All exhibitors' NESMA memberships must be current. Any show participants that do not renew their memberships will forfeit their exhibit space. NESMA will confirm exhibitor's admittance to the show after membership has been verified.
3. NESMA will make every effort to accommodate all members' requests and special needs, but cannot guarantee requests including, but not limited to: electricity, booth location and show date.
4. NESMA will provide flyers for advertising the exhibits, but cannot guarantee the number of attendees on any given date.
5. All exhibitors are required to post, distribute and/or email flyers. Show success depends on pre-show promotion.
6. NESMA reserves the right to remove any booth display that blocks another nearby Exhibitor's booth from direct client visibility.
7. Each participating company is welcome to have up to two persons working in its booth, at least one of whom is a NESMA member.
8. Table sharing among multiple companies is prohibited.
9. Exhibitors are expected to observe published show hours. Early breakdown of a booth will exclude the member from participating in future NESMA shows, and receiving the customer registration list.
10. REFUNDS - If a participating company cannot attend the show for which they are already assigned, it is the responsibility of the company representative to notify the show chairperson a minimum of one week prior to the show. The show chairperson will attempt to find a substitute from the waiting list. If a replacement cannot be found, NESMA will not refund the show fee.
11. Show fees include costs for advertising, refreshments, door prizes, room rentals and mailings to participating members.
12. Participating members will receive copies of the registration list from the exhibit if they comply with all of the above rules and conditions.
13. Space for shows is limited. Members not assigned an exhibit date will be placed on a waiting list and will be notified of any cancellations.
14. Under no circumstances will a supplier bring in their own food / drinks/ alcohol (other than small individually wrapped items, like candy) to distribute to customers during the exhibit hours. Any such requests must be made through and approved by NESMA at least one week in advance of the show. Failure to comply with this condition will result in an additional \$400 fee invoiced to said company for cleanup. The company may forfeit all future rights to participate in NESMA sponsored shows.
15. Exhibitors may be subject to vetting by the host site's Purchasing Dept. which might exclude some members' participation. NESMA will refund the show registration fee if the member is not allowed to exhibit at the site and has already paid.

I HAVE READ, UNDERSTAND AND AGREE TO THE ABOVE CONDITIONS PERTAINING TO THE NESMA SHOWS (PLEASE SIGN IF PAYING BY CHECK).

PRINT YOUR NAME:

SIGN YOUR NAME:

DATE:

COMPANY:
