

SPONSORSHIP OPPORTUNITIES: TERMS & CONDITIONS

Purpose of the Exhibit

The exhibition is for the purpose of education and to provide an informational service to the participants in Relevante, Inc. 2008 Symposium.

Standard Exhibit Space

The exhibition space will be provided in the form of a 8' x 30" booth.

Each exhibitor will be provided with:

- _ Designated exhibition space
- _ One table *
- _ Three chairs
- _ One wastebasket

**Dressing available upon request*

Upon acceptance of applications for exhibit space, exhibitors will be sent:

- _ An exhibitor package outlining:
 - Shipping procedures
 - Set-up and dismantle instructions
 - Information on securing electricity, audiovisual equipment and other supplies

Exhibit Hours

Exhibit hours are established by Relevante, Inc. Generally, exhibits will be open during continental breakfasts, and breaks, as well as any other hours specifically designated for exhibit viewing. Unless otherwise noted, exhibits may not be open while the conference sessions are in progress. Exhibit hours are scheduled; however, these times are approximate and subject to change pending the final conference agenda. To maintain the educational integrity of the program, exhibitors are asked to adhere to the exhibit hours indicated. Once conference sessions begin, discussions with participants should be ended and participants encouraged to return to the sessions. This will enable conference participants to receive the maximum benefit from the conference program and the exhibits.

Exhibit Set-up and Dismantling

Exhibitors are responsible for setting up and dismantling their exhibits during established time periods. Set-up begins 7 AM the morning of the Symposium. Dismantling commences after the conclusion of the program.

NOTE: Early dismantling is not permitted. Firms that dismantle prior to the end of the exhibit time will not be given priority when choosing booth locations at next year's conference or may be denied exhibit privileges at future RELEVANTE, INC. programs.

Prices

The booth price includes the exhibit space at the Symposium. It also includes admission for

three exhibitor representatives (all are eligible for CPE credit). The fee for each additional representative is \$99. All payments must be received by Relevante, Inc. with the application. Exhibitors will not be allowed to set-up unless all fees have been paid in full.

The exhibit fee includes:

- _ Rental of the standard exhibit space (previously described on this page)
 - _ Admission to Symposium sessions for three representatives from the exhibiting company
 - _ Breakfast, breaks, and lunch for three representatives
 - _ One mailing distribution of company's marketing pieces through a third party mail house to entire list of attendees.
 - _ Logo recognition on the Symposium event announcement, program agenda, on-site event sign, and dessert table.
 - Two running slides during program breaks
 - Website Recognition
 - Exhibitor provided Company Banner in classroom
 - Recognition of sponsorship during opening remarks.
- Relevante, Inc. does not endorse products offered by any vendor unless otherwise stated.
- * Exhibit fees do not include hotel accommodations.**

Assignment of Exhibit Space

In assigning exhibit space, full consideration will be given to competing products and general grouping of exhibits for proper display and comparison. Every effort will be made for the equitable assignment of space. Relevante, Inc. reserves the right to relocate any exhibit for the benefit of the exhibitor or for the betterment of the exhibition. No firm, organization, individual or company without assigned exhibit space will be permitted to display or distribute products or literature, or solicit business within the exhibit hall. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allocated to them without written approval from Relevante, Inc.

Eligible Exhibits

Relevante, Inc. reserves the right to determine the eligibility of any company or product for inclusion in the exhibition and to reject, eject or prohibit any exhibit, in whole or in part, or exhibitor with or without giving cause. If cause is not given, liability shall not exceed the return to the exhibitor of the amount of the exhibit fee unearned at the time of the ejection. If an exhibit or exhibitor is ejected for violation of these Terms and Conditions or any other stated reason, no return of fee shall be made.

Use of Space

Vendors may use exhibit booths or backdrops, provided they can be accommodated within their individual exhibit space and do not violate fire safety laws. Exhibits must be constructed so as not to obstruct the general view or the view of neighboring exhibits. Interference with the lighting and space of other exhibitors is

prohibited. Relevante, Inc. reserves the right to restrict exhibits which, because of method of operation, materials, or for any reason, become objectionable. All sound equipment must be regulated so that it does not disturb neighboring exhibits or the conference sessions. Relevante, Inc. reserves the right to determine at what point sound constitutes interference with others and must be discontinued. Due to licensing and copyright regulations by ASCAP/BMI regarding music at public meetings, conventions and shows, exhibitors may not play music during the exhibition, either live or recorded.

Character of Display

Any materials not in keeping with the character and standards of Relevante, Inc. may not be distributed or utilized by any exhibitor. Relevante, Inc. reserves the right to prohibit or evict any exhibit which, in the opinion of Relevante, Inc., detracts from the general character of the exhibition as a whole. This reservation includes persons, things, conduct, printed matter or anything of a character which Relevante, Inc. finds objectionable. In the event of such restriction or eviction, Relevante, Inc. and its employees and agents shall not be liable for any refunds of rentals or other exhibit expenses.

Professional Conduct

Exhibitors should adhere to professional standards of behavior. All demonstration and other promotional activities must be confined to the limits of the exhibit space. NOTE: Exhibitors are *not* permitted to sell their products.

Staffing

Exhibits should be staffed during the specified exhibit hours by knowledgeable representatives. Exhibitors must supply Relevante, Inc. with the name(s) of all representatives who will attend the exhibition. Relevante, Inc. will not provide staffing for the exhibits.

Badges

Exhibitor representatives must wear appropriate RELEVANTE, INC. badges at all times in the exhibition area. The badges will be available at the conference registration desk during the exhibit set-up period.

Security

Although Relevante, Inc. and the university may maintain a security force, exhibitors are responsible for the safety and security of their exhibits and should consider removing from the exhibition hall or otherwise securing all equipment, supplies and other materials at the close of each conference day.

Shipping/Drayage/Storage

Exhibitors are responsible for shipping materials to and from the Symposium. Any and all costs associated with the shipping, drayage and storage of exhibit materials are the responsibility of the exhibitor.

SPONSORSHIP OPPORTUNITIES: TERMS & CONDITIONS

Fire, Safety and Health

Federal, state and local laws covering fire, safety and health must be strictly observed. Aisles and fire exits must not be blocked by exhibits. Storage of boxes and materials beneath exhibit tables may also be restricted. All materials used in decoration must be flame-proof. Electrical wiring must conform to the National Electrical Code Safety Rules. Please follow the instructions of the hotel personnel and/or the contracted exhibition company regarding conformity with fire, safety and health codes.

exhibitor to obtain business interruption and property damage insurance covering such losses by the exhibitor.

Interpretation and Amendments

RELEVANTE, INC. reserves the right to interpret or amend these regulations as it deems proper to ensure the success of the exhibition and further the educational purposes of Relevante, Inc.

Care of Facilities

Exhibitors or their representatives must not injure or deface the walls or floors of the building. When such damage occurs, the exhibitor is liable to the owner of the property so damaged.

Cancellation of Exhibit Space

Cancellation of exhibit space received less than 30 days prior to the conference will not entitle the exhibitor to any refund on the cancelled space. A charge of \$100 will be deducted from any refund issued on cancellations received 30 or more days prior to the conference. All cancellation requests must be in writing.

Termination of Exhibit

In the event the premises where the exhibit is to be held, in the sole determination of RELEVANTE, INC., become unfit for occupancy or are substantially interfered with by reason of picketing, strike, embargo, injunction, act of war, act of God, fire, emergency declared by any government agency or any other act beyond the control of RELEVANTE, INC., this agreement may be terminated by Relevante, Inc.. In the event of such termination, the exhibitor waives any and all damages and agrees that Relevante, Inc. may, after deducting all costs and expenses including a reserve for claims, refund to the exhibitor as and for complete settlement and discharge of all said exhibitor's claims and demands his pro rata amount of all funds paid by all exhibitors.

Liability

The exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save Relevante, Inc., the owner of the host facilities, and its employees and agents harmless against all claims, losses and damages to persons or property, governmental charges or fines and attorneys' fees arising out of or caused by the exhibitor's installation, removal, maintenance, occupancy, or use of exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the owner of the host facilities, its employees and agents. In addition, the exhibitor acknowledges that Relevante, Inc. and the owner of the host facilities do not maintain insurance covering the exhibitor's property and it is the sole responsibility of the