



## **2017 National Conference Exhibiting Guidelines & Terms**

Payment in full is due with the Space Application & Contract. Space will be assigned on a first-come, first-served basis beginning November 1, 2016. Please make checks payable to the Child Welfare League of America, Inc. To exhibit, CWLA Member agencies pay \$1,095; General vendors pay \$1,295; and Premium vendors pay \$1,550. Each exhibitor will receive (1) table, (1) trash can, and (2) side chairs. Premium vendors will receive exclusive space in a high-traffic area. Each vendor will receive a complimentary registration for one exhibit staffer with access to the workshops, food functions, and sessions. Vendors may purchase additional registrations for exhibit hall staffers at a special reduced rate of \$395.

### **Installation and Dismantling**

Check back for details. All exhibits must be staffed during open exhibit hours.

### **Liability and Insurance**

Exhibitors shall be fully responsible to pay for any and all damages to property owned by the Hyatt Regency, its owners or managers, resulting from any act or omission of exhibitor. Exhibitor agrees to defend, indemnify, and hold harmless the Hyatt Regency, its owners, managers, officers, directors, agents, employees, subsidiaries, and affiliates, from any damages or charges resulting from exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees, and business invitees, which result from or out of the exhibitor's occupancy and use of the exhibition premises, the hotel, or any part thereof.

The exhibitor waives all claims of any kind against the Child Welfare League of America (CWLA) and its respective employees and agents arising from the conduct of the exhibition, and agrees that none of the parties referred to above shall be liable for any loss, damage, or destruction of property belonging to the exhibitor, its agents, or its employees, nor for any personal injury that may occur to the exhibitor, its agents, or its employees, nor for any other loss or damage whatsoever, including, without limiting the foregoing, any loss or damage to the exhibitor's business by reason of failure to hold the conference and/or the exhibition, or failure to provide space for an exhibit or the removal of an exhibit, or for any action of the parties referred to above in relation to the exhibit or exhibitor. The exhibitor further agrees to defend, indemnify, and hold harmless CWLA and its respective employees and agents from any and all damages, claims, or other liabilities resulting from any act or omission connected with exhibitor's participation in the conference and/or exhibition, whether negligent or not.

### **Cancellation Policy**

In the event that the Exhibit Hall, or any other portion thereof, must be canceled, CWLA will refund to the exhibitor any booth fees paid. Cancellations by exhibitors must be in writing and are subject to a service charge. If cancellation is postmarked more than 60 days before exhibit opening, a refund will be issued, minus a service charge of \$125.