



# EMEX 2023 Exhibit Space Application & Contract

IAEM 2023 Annual Conference | November 3-9, 2023

EMEX | EMEX November 6-8, 2023

Long Beach, California



If you have questions or need more information, please contact Rebecca Campbell at rebecca@iaem.com

## Exhibit Space Requirements

- 1-100 Sq. Ft. = \$28.35 Per Sq. Ft.
- 101-500 Sq. Ft. = \$27.30 Per Sq. Ft.
- 501-1000 Sq. Ft. = \$26.25 Per Sq. Ft.
- 1001+ Sq. Ft. = \$24.15 Per Sq. Ft.

**For preferred space**, add 5% to the costs listed above. These are for 10' x 10' and 10' x 20' endcaps. **Affiliate Members Only:** Receive a 10% discount

### All Options Include:

- Company booth # and description displayed in the Virtual EMEX at [www.emex.org](http://www.emex.org), the IAEM2Go Mobile App, and printed show guide
- Standard Pipe and Drape, Signage, Table, 2 Chairs, Wastebasket
- Two exhibit personnel

**Space preferences:** 1st \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_

(any space larger than a 10 x 10 and is a vehicle, trailer and other large exhibit item MUST define what they are bringing to this show to configure move-in times)

**I would prefer not to be located next to the following:** \_\_\_\_\_

## Exhibit Space and Exhibits Plus Payment Terms

Please read the Contract Terms and Conditions found on the back and for more details on the EMEX website at [iaem.org/usconf/exhibitor](http://iaem.org/usconf/exhibitor).

**Cancellation and Reduction of Space Policy: All cancellations MUST be received in writing. The full contract price is due and payable and non-refundable for any space cancelled or reduced on or after June 1, 2023.**

- An exhibitor who cancels its booth space reservation must pay a cancellation fee which allows IAEM/EMEX to recover the administrative expenses incurred in preparing for the participation of the cancelling exhibitor and which it will incur in attempting to resell the booth. Once this contract is signed and exhibit space is allocated, you are contracted to exhibit space.
- All cancellations and reductions must be received in writing. Booth space will NOT be assigned without the required deposit being received by IAEM together with this fully executed Application and Contract.
- IAEM will undertake good faith efforts to locate the applicant's exhibit booth in one of the desired locations specified. IAEM cannot and does not guarantee that the applicant will be assigned one of the desired booth locations and reserves the right to change location assignments at any time, as it may in its sole discretion deem necessary.
- The undersigned hereby submits this Application and Contract for Exhibit Space to participate as an exhibitor at the 2023 EMEX—Emergency Management & Homeland Security Expo (hereinafter "Exhibition") and does hereby agree to unconditionally be bound by and to at all times adhere to its terms and conditions of the Exhibition Terms, Rules and Regulations here and at [www.emex.org](http://www.emex.org).

\_\_\_\_\_ Initials

## Privacy Policies

### EVENT PRIVACY, RECORDING & COMMUNICATIONS CONSENT

By registering for and by your presence at any IAEM event (conferences, board, committee, commission and any other gatherings organized or offered by IAEM), you consent to be photographed, filmed, videotaped and/or otherwise recorded. Your registration or attendance constitutes your consent to such photography, filming and/or recording and to any use, in any and all media throughout the universe in perpetuity, of your appearance, voice and name for any purpose whatsoever in connection with the IAEM event. You understand that all photography, filming and/or recording will be done in reliance upon this consent given by you by entering the event venue. If you do not agree to the foregoing, please do not enter the event. By registering for this conference, you give IAEM permission to communicate with you about it and related events. I understand that selected IAEM sponsors and resource providers might receive my contact information as a result of lead-generator technology associated with their appearance in the IAEM event.

I agree to IAEM's Event Privacy, Recording & Communications Consent Policy

### IAEM CODE OF ETHICS AND PROFESSIONAL CONDUCT

The Code of Ethics and Professional Conduct must be embraced and upheld by all individuals who are IAEM members, participants in any event hosted by IAEM or on behalf of IAEM, or awarded the AEM/CEM designation. The promise to uphold the Code signifies the assumption that the emergency manager will act prudently and responsibly beyond the requirements of law and codes. The Code of Ethics and Professional Conduct embodies the certification program philosophy and objectives. Each participant in IAEM promises to adhere to the Code.

I agree to IAEM's Code of Ethics and Professional Conduct Policy

### IAEM WAIVER AND RELEASE OF LIABILITY FOR

#### COMMUNICABLE DISEASE (Click here to read the policy)

I have read the waiver and release of liability for communicable disease and I agree with it.

### IAEM COVID-19 CODE OF CONDUCT

#### (Click here to read the policy)

I have read the IAEM COVID-19 Code of Conduct and I agree with it.

**\*\*\*IMPORTANT NOTICE TO APPLICANT EXHIBITOR:**

The Exhibitor, by its authorized signatory and representative, whose signature and title appear below, executes and agrees to be bound by the terms and conditions of this Application and Contract and the Terms, Rules and Regulations of the Exhibition. The applicant Exhibitor further agrees that it shall:

- 1) *Submit the required payment to IAEM (made payable to "IAEM") for 50% of the total cost of the requested exhibit space with the balance due by June 1, 2023. Beginning June 1, 2023 100% is due. An Application and Contract that is not fully executed and/or that is not accompanied by the required payment for the desired space identified in this Application and Contract will not be processed until a fully executed Application and Contract and payment are received;*
- 2) *At all times abide by and adhere to the terms and conditions of this Application and Contract and the Terms, Rules and Regulations listed on the website at iaemconference.info;*
- 3) *Agree to the assigned exhibit space even if such space is not one of the preferred spaces identified in this Application and Contract. IAEM will undertake good faith efforts to assign the exhibitor one of their chosen spaces;*
- 4) *Warrant that the products and/or services to be shown by the applicant Exhibitor shall properly represent the applicant Exhibitor's company and are directly related to and germane to this Exhibition's industry;*
- 5) *Warrant that both parties shall indemnify, defend and hold harmless each other and their officers, directors, employees, volunteers, agents, and representatives from and against any and all liability, responsibility, loss, injuries or damages to persons or property (including death), costs or expense of any kind whatsoever as they arise (including, but not limited to, reasonable attorneys' fees and court costs) which either party may incur, suffer, or be required to pay, incident to, resulting from, or arising directly or indirectly out of any intentional or negligent act, error or omission or breach of these terms, conditions, rules and regulations by the Exhibitor or any of its officers, directors, employees, agents, representatives, contractors, servants, guests or invitees. Furthermore, Exhibitor assumes full responsibility and liability for the actions of its agents, representatives, employees, independent contractors, guests, invitees, whether acting within or without the scope of their authority, and agrees to indemnify, defend and hold harmless IAEM and the Exhibition Facility, as expenses arise, from responsibility or liability resulting directly or indirectly, or jointly, from other causes which arise because of acts, errors or omissions of the Exhibitor's agents, representatives, employees, independent contractors, servants, guests or invitees whether acting within or without the scope of their authority. This warranty shall survive the termination of this Application and Contract for any reason.*
- 6) *Acknowledge and agree that facsimile transmitted copies of this Application and Contract to IAEM at its office shall constitute a legally binding document if executed in full by authorized representatives of IAEM and the applicant Exhibitor;*
- 7) *Ensure that all graphics, videos, literature, demonstrations, etc. shall be in compliance with OSHA safety rules and any federal, state or local law or statute governing the use of graphics, videos, distribution of literature and demonstrations of any kind or nature;*
- 8) *Agree to limit booth activity exclusively to the promotion of the applicant Exhibitor's company or organization and its services and products, and not to solicit third parties by electronic mail.*

Acceptance of this application by IAEM constitutes a contract and agreement of terms noted above. Applicant agrees to abide by the Contract Terms and Conditions for EMEX 2023.

**APPLICANT EXHIBITOR:**

\_\_\_\_\_  
By its authorized representative and signatory

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

**IAEM:**

\_\_\_\_\_  
By its authorized representative and signatory

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

**FOR USE BY IAEM STAFF ONLY:**

Space(s) Assigned: \_\_\_\_\_ Date: \_\_\_\_\_

IAEM Member:  YES  NO

Booth Fee: \_\_\_\_\_

Past EMEX Exhibitor:  YES  NO

Balance Due: \_\_\_\_\_

Required Deposit: \_\_\_\_\_

Additional IAEM Notes: \_\_\_\_\_