

USPTA Buying Show Rules and Regulations

Space or rejection of applicant: The contracted space is to be used solely for the exhibitor whose name appears on the booth reservation form, and it is agreed the exhibitor will not sublet or assign any portion of same. USPTA reserves the right to cancel this contract upon no less than five (5) days' written notice to the exhibitor and to regain the immediate possession of any space and to deny the exhibitor all further right to participate in the show in the event the exhibitor shall fail to pay USPTA on or before 30 days prior to the show any sums then due on account of unpaid advertising space in any USPTA publication. In the event the exhibitor violates any rules or regulations of the show, USPTA has the right at all times to regain the immediate possession of any space.

Payment for display space: Fifty percent (50%) of the fee for the space is required as a deposit payable at the time the display space is reserved. Cancellations prior to Sept. 15 are subject to a five percent (5%) service charge. All space fees must be paid in full by Sept. 18, 2017. Spaces not paid for by this date will be subject to cancellation and resale by USPTA and forfeiture of the deposit to the USPTA. Any remaining booths will be sold on a first-come basis as long as they are available.

Cancellation: Booth cancellations after Oct. 2 are nonrefundable.

Booth assignment, arrangement of exhibits: The USPTA reserves the right to assign, designate or change your booth location.

The aisles belong to the show. Neither exhibits nor advertising material will be permitted to protrude into the aisles. The USPTA reserves the right to control and prohibit any disturbing noises produced by an exhibitor. No part of any exhibit may be more than 8 feet high without written permission of the USPTA. The side-wing displays, pipe racks and the like may be as high as 8 feet, provided they do not extend toward the aisle more than 4 feet. The remaining portions of the side-wing extensions may not be more than 3 feet high. Any unfinished exposed portion of an exhibit must be draped.

All custom construction and design must be approved by the USPTA. No exhibit booth shall be allowed to obstruct clear vision to other booths in the same line or adjacent lines.

Installation and removal of displays:

(a) All displays must be erected and completely arranged for viewing by the date and hour officially announced for the opening of the show, or for official inspection by the USPTA.

(b) Noisy or unsightly work in any exhibitor's booth area after setup is prohibited during exhibit hours.

(c) Goods and materials used in any display (except bona fide samples) may not be removed from the exhibit hall or any exposition area without the approval of the USPTA until the exposition has been officially closed.

(d) The deadline for clearance of all materials from the exhibit hall will be enforced.

Freight and warehouse: Instructions concerning freight and warehouse will be sent to you directly from the official service contractor. Do not ship directly to the USPTA. Do not ship to the Renaissance Orlando at SeaWorld prior to the first official move-in day, as there will be no one available to receive shipments.

Security and uncontrollable events: Reasonable precaution against damages or loss by fire, water, theft and other emergencies will be taken, including 24-hour security, but the USPTA does not guarantee or insure the exhibitor against loss by reason thereof. In case the premises to be used by the exhibit shall be destroyed by fire or elements, or by any other cause, or in case any other circumstances shall make it impossible for the USPTA to permit the said premises to be occupied by said exhibitor for use, herein specified, then and thereupon this agreement shall terminate and the said exhibitor shall and hereby does waive any claim for damages or compensation. It is agreed that the USPTA reserves the right to retain such part of the payments made by exhibitors for booth space as would be necessary to cover all expenses incurred by the USPTA incidental to the opening of the show up to the time of any cancellation.

Storage of packing crates and boxes: Exhibitors will not be permitted to store packing crates and boxes at their booths during the show period, but these, when properly marked, will be stored and returned to the booth by service contractors. It is the exhibitor's responsibility to mark and identify his crates. Crates not properly marked or identified may be destroyed.

Liability and insurance:

(a) Reasonable precaution will be taken by the USPTA to protect property during installation, show period and removal. However, neither the USPTA, service contractors, building or grounds officials, nor any officers, members or directors of any of the same, are responsible for safety of the property of exhibitors from theft or damage by fire, accident, vandalism or other causes. Watchmen will be on the premises as required.

(b) All property of the exhibitor will remain under his custody and control in transit to, from and within the confines of the exhibit area subject to the rules and regulations of the exposition. Exhibitors are advised to carry appropriate insurance to cover display materials against damage and loss, and public liability insurance against injuring the person and property of others.

Representatives attending the show: Two complimentary registrations to the USPTA World Conference are included in the booth price. The names of these individuals must be listed on the buying show reservation form. Any changes to the representatives, or additional representatives, must be sent to the USPTA World Headquarters no later than Oct. 1, 2017.

Exhibitor's responsibilities and understanding:

(a) It is understood and agreed that the USPTA Tennis Buying Show is produced to enhance the general value of the World Conference for all of its participants. Exhibitors hereby agree not to violate this spirit in any manner, including the re-direction of attendees to specially prepared hotel suites for the further

purpose of displaying or selling merchandise. Social entertainment of convention attendees is, of course, not precluded.

(b) No event can be held at or away from the Convention Center or show headquarters hotel, except with written approval of the USPTA. Exhibitor will submit to the USPTA sixty (60) days prior to the convention date any program exhibitor intends to hold at or in conjunction with its exhibit, for written approval as to time and place.

(c) It is understood that exhibitors will not place company banners in any other location on the hotel property, including outside hotel suites, without the express permission of the USPTA. The USPTA and/or the hotel reserve the right to remove those banners that are in violation of this provision. Failure to follow this policy may result in immediate closure of a company booth(s) in the trade show at the USPTA's discretion.

(d) It is further agreed that all booths will be fully attended and displayed with personnel and product during all hours of the show.

(e) In addition, the show is intended for establishing sales contacts with clients and writing orders for future delivery. The point of sale at booths is not permitted.

(f) An exhibitor of the show, his agents or employees may not enter another exhibitor's booth space without his permission. Exhibitors shall abide by and observe all laws, rules and regulations of the federal, state and city governments and of the convention and show facilities. All decorations and electrical wiring and fixtures must comply with local fire laws. State and local fire regulations must be adhered to.

(g) Exhibitors must register for the convention before setting up booths. Name badges and packets will be issued at the main convention area.

(h) Badges must be worn at all times, including during setup, to be admitted on exhibit floor and to convention functions. Lost or stolen badges will not be replaced.

(i) Exhibitors planning to serve food and/or beverages from their booths must contact the USPTA. All food and beverages must be purchased and cleared through the Renaissance Orlando at SeaWorld.

(j) If the exhibitor fails to comply in any respect with the terms of this agreement, the USPTA shall have the right, without notice to the exhibitor, to offer said space to another exhibitor, or to use said space in any other manner, but this shall not be construed as affecting the responsibility of the exhibitor to pay the full amount specified by the contract.

Rules and regulations changes: The USPTA reserves the right to change or modify these rules and regulations as deemed appropriate to improve the show.