



Exhibit Space Application

Autovation® 2011: The Smart Utility Conference and Exposition

September 25-28, 2011

Gaylord National Resort & Convention Center, Washington, DC

Please Print or Type (List name of company/organization, division, if any, and correct mailing and street address)

Company/Organization _____

Division (if any) _____

Street Address _____

City _____ State/Province _____ Zip/Postal Code _____ Country _____

Phone _____ Fax _____ E-mail (please provide an e-mail contact) _____

Web site _____

Space Confirmation, Exhibitor Service Manual and Other Information Should Be Mailed To:

Name (print or type) _____ Title _____

Address (if different from above) _____

City _____ State/Province _____ Zip/Postal Code _____ Country _____

Phone _____ Fax _____ E-mail (please provide an e-mail contact) _____

Web site _____

Choice of Space Locations:

Special request, if available: _____ 20' x 30' _____ 20' x 20' island _____ Other (specify size) _____

List all booth numbers:

1st Choice _____ 2nd Choice _____ 3rd Choice _____ 4th Choice _____

Prefer not to be near (company names) _____

Products, Services or Programs to be Exhibited:

Booth Rental Plan:

Members: \$2,700 U.S. for each 10' x 10' space (\$27 per net square foot)

Non-members: \$3,300 U.S. for each 10' x 10' space (\$33 per net square foot)

Payment: Return one copy of the completed contract and appropriate payment to reserve space. Initial deposit due with contract: 50% of contracted space. Deposit is NON-refundable. Full balance is due by May 13, 2011. Applications received after May 13, 2011, must be accompanied by full payment. If full payment or balance is not paid by May 13, 2011, space may be reassigned without refund of deposit. Booth set-up will not be allowed for exhibitors with any balance due. Payment shall be in U.S. funds drawn on a U.S. bank. Checks are preferred and should be made payable to: Utilimetrics.

Check # _____ MasterCard VISA American Express Utilimetrics's taxpayer ID number is 22-2873596.

Account # _____ Expiration _____ Signature _____

The undersigned hereby authorizes Utilimetrics to reserve exhibit space for use by the above company or organization. The undersigned hereby acknowledges receipt of and agrees to abide by the Exhibit Rules and Regulations printed on page 2 of this contract, and to all conditions under which exhibit space is leased to Utilimetrics. The undersigned acknowledges that space assignment shall be acceptable unless Utilimetrics is notified in writing within fifteen (15) days of the date of assignment notification. The undersigned specifies that the products or services listed on this contract are those to be exhibited.

Authorized Signature _____ Date _____ Name (print or type) _____ Title (print or type) _____

Mail one copy of this contract with check to:

Utilimetrics
1400 East Touhy Avenue, Suite 258
Des Plaines, IL 60018 USA
847.227.0414, FAX 847.227.0411 kcioni@utilimetrics.org

For Utilimetrics Use

Booth(s) Assigned _____
Total Fee \$ _____
Payment Received _____
Acknowledgement Sent _____



1. ACCEPTABILITY OF EXHIBITS: All exhibits shall serve the interests of the members of Utilimetrics and shall be operated in a way that will not detract from other exhibits or from the Exhibition. Exhibit Management determines acceptability of persons, things, conduct, and/or printed matter and reserves the right to require the immediate withdrawal of any exhibit which is believed to be injurious to the purpose of the Association. In the event of such restriction or eviction, Utilimetrics is not liable for any refund of exhibit fees, or any other exhibit-related expense.

2. APPLICATION FOR SPACE: Application for space shall be made in writing on the official application form.

3. ASSIGNMENT OF SPACE: Exhibit space is assigned on a first-come, first-served basis. Utilimetrics will attempt to honor all requests for exhibit space. Notwithstanding the above, Utilimetrics reserves the right to change location assignments at any time, as it may in its sole discrimination deem necessary.

4. PAYMENT/DEPOSIT: Initial deposit due with contract: 50% of contracted space. Deposit is NON-refundable. Full balance is due by May 13, 2011. Applications received after May 13, 2011, must be accompanied by full payment. If full payment or balance is not paid by May 13, 2011, space may be reassigned without refund of deposit. Booth set-up will not be allowed for exhibitors with any balance due. Payment shall be in U.S. funds drawn on a U.S. bank.

5. CANCELLATION/REDUCTION OF SPACE: Utilimetrics must be notified in writing of desired cancellation or reduction of space. Cancellation and reductions of booth space on or prior to the full payment due date will require payment of 50% of originally contracted space. Cancellations and reductions of booth space after the full payment due date will require payment in full for all originally contracted space. The unpaid balance is due at time of cancellation or reduction. Utilimetrics will be entitled to all monies paid and owed as liquidated damages. No refund will be made for any payment already received. Exhibit Management reserves the right to treat reduction of booth space as cancellation of the original space and purchase of new space, and may move the Exhibitor to another location. In the event of cancellation or reduction after the full payment due date, Utilimetrics reserves the right to require full payment of requested booth space at the time of application for the future Exhibitions.

6. FAILURE TO OCCUPY SPACE: Space not occupied by the close of the exhibit installation period will be forfeited by the exhibitor, and this space may be resold, reassigned, or used by Exhibit Management. If the exhibit is on hand, Exhibit Management reserves the right to assign labor to set up any display that is not in the process of being erected by the given deadline. The exhibitor will be billed for all charges incurred.

7. EXHIBIT FEE:
Members: \$2,700 U.S. per 10'x10' booth includes (\$27 per net square foot)
Non-members: \$3,300 U.S. per 10'x10' booth includes (\$33 per net square foot)

- ◆ Draped backdrop and siderails
- ◆ Company identification sign
- ◆ General security to monitor entry
- ◆ Aisle cleaning
- ◆ Removal, storage and return of crates
- ◆ Two complimentary booth personnel badges

8. FLOOR PLAN: All dimensions and locations shown on the official floor plan are believed to be accurate. Exhibit Management reserves the right to make such modifications as may be necessary to meet the needs of the exhibitors and the exhibit program.

9. CANCELLATION OF CONFERENCE AND EXHIBITION: If Utilimetrics should be prevented from holding the Exhibition by reason of any cause beyond its control (such as, but not limited to, damage to buildings, riots, labor disputes, acts of government or acts of God) or if it cannot permit the exhibitor to occupy the space due to causes beyond its control, then Utilimetrics has the right to cancel the Exhibition with no further liability to the exhibitor other than a refund of space rental less a proportionate share of Exhibition expenses.

10. RESTRICTIONS ON USE OF SPACE: No exhibitor shall sublet, assign, or share any part of the space allocated without the written consent of Utilimetrics. Solicitation or demonstrations by exhibitors must be confined within the bounds of their assigned space. Aisle space shall not be used for exhibit purposes, displays signs, solicitation or distribution of promotional material. Exhibits, signs and displays are also prohibited in any of the public areas or elsewhere on the premises of the meeting facilities or in the guest rooms or hallways of the hotel. Operation of sound devices is allowed if the exhibitor complies with Exhibit Management discretion on volume. Any firm or organization not assigned exhibit space will be prohibited from soliciting business at the Exhibition.

11. CONSTRUCTION OF EXHIBITS: Exhibits shall be constructed and arranged so that they do not obstruct the general view of any other exhibit. No side wall higher than 36 inches may extend more than 4 feet from the back wall of the booth. Nothing shall be displayed higher than the back wall of the booth (8 feet high). No display material exposing an unfinished surface to neighboring exhibits or aisles will be permitted. Exhibitors wishing to use other than standard booth equipment, signs, or materials that in any way conflict with regulations must submit two (2) copies of a detailed sketch of the proposed layout at least 45 days prior to the Exhibition, and must receive written approval from Exhibit Management. All booth spaces must be carpeted.

12. CARE OF EXHIBITS: Nothing shall be posted on, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the building or furniture. Distribution of promotional gummed stickers or labels is strictly prohibited. Any property destroyed or damaged by an exhibitor must be replaced or restored to its original condition by the exhibitor or at the exhibitor's expense.

13. FIRE REGULATIONS: All fabrics and other materials used for decorative purposes must be flame retardant. Each exhibitor must have a certificate showing that display material has been treated by a flameproofing compound approved by the appropriate city agency. All packing and decorating material must be flame retardant. Merchandise must not be packed in paper, straw or excelsior. Any merchandise packed in inflammable material cannot be brought into the show. Booths must be cleaned of combustible rubbish daily. All electrical equipment must be U.L. approved and must meet the requirements established by the local city code. All empty cartons and/or crates must be removed from the exhibit hall. Local fire department regulations relating to exhibits and supplied to each exhibitor will be strictly enforced and are part of the exhibit contract.

14. INSURANCE: All exhibitors and their authorized decorators are strongly urged to obtain insurance coverage against damage or loss, and public liability insurance against injury to the person and property of others. Exhibit materials should be covered from the time they are shipped from the warehouse, through move-in, show dates, move-out and until all materials have been received at the point of origin. Exhibitor assumes responsibility and agrees to indemnify and defend Utilimetrics and the exhibit facility and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The Exhibitor understands that neither Utilimetrics nor the exhibit facility maintains insurance covering the Exhibitor's property, and it is the sole responsibility of the Exhibitor to obtain such insurance.

15. SECURITY: Peripheral security guard service is provided by Exhibit Management. However, it is the responsibility of each exhibitor to protect display material from loss or damage. Please be certain that all small display and personal items are secure before leaving the display -- even temporarily.

16. UNIONS AND CONTRACTORS: In order to conform to union contract rules and regulations all exhibitors must use qualified union personnel for the various services required for installation and dismantling of exhibits and for material handling within the show. Exhibitors agree to abide by the Rules and Regulations concerning local unions having agreements with the exhibit facility or with authorized service contractors employed by Exhibit Management. Only the official contractors designated by Exhibit Management will be permitted in exhibit areas unless authorized by Exhibit Management.

17. COMPLIANCE: The Exhibitor agrees to abide by and comply with the Rules and Regulations including any amendments that Exhibit Management may make from time to time such as in the Exhibitor Manual. Exhibitor further assumes all responsibility for compliance with all pertinent laws, ordinances, regulations and codes of duly authorized local, state and federal governing bodies concerning fire, safety, and health as well as the rules and regulations of the operators of and/or owners of the property where the Exhibition is held.

18. RESPONSIBILITY: The Exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damages to displays, equipment and other property brought upon the exhibit premises, and shall indemnify, defend and hold harmless the exhibit facility, its owners, affiliated companies, agents, servants and employees from any and all such losses, damages and claims.

19. COPYRIGHTED MUSIC: The Exhibitor assumes the entire responsibility for obtaining any necessary license agreements for the use of any copyrighted music in Exhibitor's booth space during the show.

20. ALCOHOLIC BEVERAGES: Serving of alcoholic beverages during the Exhibition is permitted only through exhibit facility's licensed staff and service.