

will be granted only if it will not interfere with or prejudice the orderly setting up, interim services, or dismantling of the exhibition. An exception will not be granted if it is inconsistent with the commitments made and obligations assumed by the NEHA in any contract with service contractors, or in its lease with the lessor of the exhibition space. For services such as electrical, plumbing, telephone, drayage, and rigging no exception will be made. The official contractor must be used.

All employees, representatives or agents representing the exhibitor must be fully identified by the official NEHA badge. All agents' representatives who are performing services at the Sheraton Boston Hotel & Towers directly for an exhibitor other than the exhibitor's employees must provide the NEHA with certificates of insurance by 9:00 a.m., February 28, 1986. If certificates of insurance are not received by the specified time, the NEHA reserves the right to revoke any and all exceptions.

The official drayage contractor will have complete control of all dock and loading facilities. He will receive all direct and advance shipments and van loads, handle all freight, and provide all rigging labor and equipment.

All services not ordered in advance must be procured through the Exhibitor Service Desk which will be maintained in the exhibit area within the Sheraton Boston Hotel & Towers.

In addition to the remedies set forth in rule 20 (violations), the Assembly shall also have the right, for violation of this rule 7, to remove the exhibitor and any unauthorized contractors from the Assembly. The exhibitor waives any right to service or written notice of the Assembly's intention to re-enter and terminate an exhibitor's exhibit.

8. REMOVAL OF EXHIBITS — All exhibits will close promptly at 2:00 p.m., on Wednesday, March 26. Exhibitors are requested not to interfere with removal of aisle carpets and the return of empty crates starting at 2:00 p.m.

Each exhibitor will complete arrangements for removal of his material from the Sheraton Boston Hotel & Towers in accordance with the instructions provided in the exhibitor service kit. These arrangements can be made at the Exhibitor Service Desk. No material (except briefcases) may be removed from the exhibition hall without a carry-out slip during setup, show hours, and dismantling. All freight not called for by 12:00 p.m. (EST) Saturday, March 29, 1986, will be shipped by a carrier selected by the official drayage contractor. On March 25, a closing bulletin will be delivered to the exhibitor's booth giving pertinent dismantling data.

9. STORAGE OF CRATES AND BOXES — The official drayage contractor will handle and provide storage space for crates, boxes, etc., during the exhibition, and will return properly-marked stored materials at completion of the show. He will supply tags to be attached to each piece stored. It is suggested that small boxes be nested in larger ones to reduce the number of pieces to be stored. No boards will be accepted for storage unless securely tied into bundles and tagged.

Fire regulations require that wrapping material such as paper, excelsior, etc., must be completely enclosed within the packing boxes. Materials not in accordance with these regulations will be considered refuse and disposed of by the cleaners.

10. BOOTH CONSTRUCTION AND ARRANGEMENT — The Assembly will provide and arrange for the erection of necessary draped backgrounds of uniform style. Each exhibit must be confined to the spatial limits of its respective booth indicated on the floor plan. No part of any display may be over eight feet in height. (See drawing.) The back one-half of the rented space may be occupied from the floor up to eight feet in height; the front one-half of the rented space may be occupied from the floor up to 48 inches only, with the exception of equipment which may exceed the 48-inch height limit but no higher than eight feet in height. (See drawing.) Placement of equipment must be done to avoid blocking the visibility of neighboring exhibitors.

All exposed parts of a display must be finished so as not to be objectionable to other exhibitors or the Assembly.

All materials must conform to local building and fire department codes and regulations.

FREE-FORM EXHIBITS: Due to space availability, free-form exhibits will not be allowed in 1986.

11. CARE OF EXHIBIT SPACE — The exhibitor must, at his expense, maintain and keep in good order his exhibit and the space for which he has contracted.

12. EXHIBITOR'S REPRESENTATIVES — Each exhibitor must provide an attendant within his exhibit space during the open hours of the convention as defined under "Exhibit Dates and Hours." Not more than four

representatives of an individual exhibitor for each 80 square feet of exhibit space will be allowed in the exhibit hall at any one time.

All attendants must be bona fide employees of the exhibitor or representatives who receive commission, brokerage, or salary from the exhibitor, but excluding representatives who maintain and own inventories of merchandise for resale. Live models may be hired and will be admitted to the exhibit floor only in costume approved by the NEHA.

False certification of individuals as exhibitors' representatives, misuse of exhibitors' badges, or any other method or device used to assist unauthorized personnel to gain admittance to the exhibit floor will be just cause for expelling the violator from the exhibition hall or banning him from future entrance on the exhibit floor, or removing his exhibit from the floor without obligation on the part of the NEHA for refund of any fees. Upon the exercise of this authority by the NEHA the exhibitor, for himself, his employees, and agents, waives any rights for claims or damage against the NEHA arising out of the enforcement of this paragraph.

The official New England Hospital Assembly badge must be worn whenever a representative is on the exhibit floor. Badge inserts will be held at the Exhibitor Registration Desk. A \$10.00 lost badge fee will be in effect.

All personnel representing the exhibitor or his agents on the exhibit floor during erection and dismantling must be properly identified with an official NEHA badge. Exhibitor registration will be open during the setup of the exhibition. All exhibitors are to register their personnel in advance. Any additions or changes in registration made during the Assembly must be certified by the exhibitor's authorized representative.

The authorized representative designated by the exhibitor in his pre-registration form as being in charge of the exhibitor's exhibit shall represent the exhibition in connection with setup, operation, and dismantling of such exhibit. This representative shall be responsible for knowing the exhibition contract and the rules and regulations of the Assembly.

NOTICE: Within the designated exhibit area, promotion of goods and services, or conducting of business related thereto, is limited to registered exhibitors and exhibitors' representatives and only for those goods and services registered for exhibit. All other such activity within the exhibit area is prohibited.

13. ATTENDANCE — The exhibit is limited to individuals, business firms, manufacturers, and dealers who have contracted and paid for space assignments.

No other persons or concerns, including those persons or concerns otherwise eligible to attend the exhibition and be on the exhibit floor, will be permitted to attend the exhibition for the purpose of demonstrating their products, or distributing advertising material at the exhibit hall.

Representatives of non-exhibiting firms will not be admitted to the exhibit hall at any time. Prospective exhibitors may attend on Tuesday, March 25, and Wednesday, March 26, upon payment of a \$100.00 entrance fee per day, per person, which is applicable to rental of the following year's exhibit space or is a non-refundable fee.

Activities of prospective exhibitors are limited to the assessment of exhibit activities for future participation in the NEHA. Any commercial activity by prospective exhibitors is expressly prohibited.

Any violation of this rule will be followed by the prompt eviction from the exhibit areas of the person offending.

14. LIABILITY AND SECURITY — Each exhibitor must make provisions for the safeguarding of his goods, materials, equipment, and display at all times. General overall guard service will be provided by the NEHA for the exhibition period, but the NEHA and the guard service will not be responsible for loss of any material by or for any cause. **THE NEHA STRONGLY RECOMMENDS THAT EACH EXHIBITING COMPANY SECURE A RIDER POLICY THROUGH ITS INSURANCE AGENT TO COVER ALL BOOTH AND DISPLAY ITEMS DURING INSTALLATION, EXHIBIT DAYS, AND DISMANTLING.**

The exhibitor must surrender space occupied by him in the same condition as it was at the time of occupation. To the extent permitted by law, the exhibitor is responsible for all damage to the exhibit hall, and for any and all claims and demands on account of any injury or death or damage to property occurring in or upon the exhibitor's booth space or because of the acts of the exhibitor, his employees, servants, agents, licensees, or contractors; and exhibitor agrees to and shall indemnify and hold harmless the Assembly from and against any and all liability and claims and demands which may arise from or be asserted in connection with the foregoing undertakings and responsibilities of the exhibitor.