



Arbor Expo @ 2019 International Tree Climbing Championship

9–11 August, 2019 • Lakeshore Park, Knoxville, TN, USA

www.itcc-isa.com

ISA invites you to exhibit at Arbor Expo, an outdoor trade show and a key event at the 2019 International Tree Climbing Championship weekend. Space is limited, so book soon.

Lakeshore Park

6410 S. Northshore Drive, Knoxville, TN 37919

Lakeshore Park provides spectacular vistas of Fort Loudoun Lake and the Smoky Mountains. Results from the City greenway laser counter project proved Lakeshore Greenway to be the most heavily used greenway in Knoxville.

Tentative Schedule of Events

Day-to-Day Summary

Day	Events	Audience
Friday, 9 August Saturday, 10 August	Gear Inspection & Walk-Through ITCC Preliminary Events Arbor Expo & Arbor Fair	60% public 40% arborists
Sunday, 11 August	ITCC Masters' Challenge Arbor Expo & Arbor Fair	60% public 40% arborists

Arbor Expo Tentative Schedule

Day	Time	Event
Friday, 9 August	Hours TBD	Exhibitor Move In - AM / Arbor Expo & Arbor Fair - PM
Saturday, 10 August	Hours TBD	Arbor Expo & Arbor Fair
Sunday, 11 August	Hours TBD	Arbor Expo & Arbor Fair Exhibitor Move-Out

Rental Fees

Space Size	All Event Rental Fri / Sat / Sun
Standard (15' x 15')	\$500.00 / space
Bulk Small (400–800 sqft)	\$750.00 / space
Bulk Large (over 800 sqft)	\$1,000.00 / space

A furniture package consists of one table (no cover or skirting) and 2 folding chairs. Tents will not be provided.

Exhibit Space

Definition & Regulations

- Each space will include a 6' display table and 2 chairs. Additional tables and chairs may be available on a first-come, first-served basis.
- Each standard exhibit space is 15' x 15'
- Larger spaces are available: Bulk Small @ 400-800 sqft or Bulk Large @ over 800 sqft
- With exception of the supplied furniture packages, all equipment, tents, and furnishings would be supplied by the exhibitor.
- Product demonstrations are encouraged with the following consideration. If the demonstration is noisy and is disturbing a competition or workshop, ISA may ask to halt the demonstration and start it again once the other event is at a break.
- Assignment of Space: Since this is an outside event, exact locations cannot be guaranteed until exhibitor checks in at the park.





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Instructions: Type or print this application. Review and complete all sections. Sign and return the original, two-sided application. Return completed contract to ISA—email: jscarroll@isa-arbor.com. An invoice for full payment will be emailed with payment terms of net 30 days. Questions: Contact Jessica Carroll, Partner Relations Manager by email: jscarroll@isa-arbor.com

■ ORGANIZATION INFORMATION (to be published)

Organization Name _____

Mailing Address _____

City _____ State _____ Zip _____ Country _____

Web Address _____ Email Address _____

Phone _____ Fax _____

■ CONTACT INFORMATION (the person responsible for managing the arrangements for the rental space)

Contact Person _____

Email _____

Phone _____ Fax _____

■ SPACE RENTAL

Space Size	Quantity	Rental Fee	Total \$
Standard (15' x 15')		\$500.00 USD	
Bulk Small (400–800 sqft)		\$750.00 USD	
Bulk Large (over 800 sqft)		\$1,000.00 USD	

Do not place near: _____

Days exhibiting: Friday Saturday Sunday

Are you bringing large equipment or vehicles for display? Yes No If yes please indicate: _____

■ METHOD OF PAYMENT

An invoice will be mailed to the exhibitor for the full rental fee. Payment term on the invoice is net 30 days. Cancellation policy is noted in the General Rules & Regulations.

■ SIGNATURE

We agree to abide by all rules and regulations governing the Arbor Expo that are noted on this application and in the expo prospectus hereof and which are a part of this application. Acceptance of this application by Show Management constitutes a contract.

Authorized Signature, Title _____

Date _____



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General Rules & Regulations—page 1

These rules and regulations are a bona fide part of the contract for exhibit space with the International Society of Arboriculture, hereinafter referred to as ISA and Show Management, the Show's owner and sponsor, for Arbor Expo. Show Management reserves the sole right to render all interpretations, amend and enforce these regulations, and to establish any and all further regulations not specifically covered below to assure the general success and well being of the Show. Each exhibitor, for himself, his employees, and his contractors, agrees to abide by these regulations and by any amendments or additions hereafter made by Show Management. Show Management reserves the right to decline, prohibit, deny access or remove any exhibit which in its sole judgment is contrary to the character, objectives, and best interests of the Show or suitable for its attendee audience. This reservation includes, but is not limited to, any violation of any public policy or these rules and regulations and extends to persons, things, printed matter, products, and conduct. ISA reserves the right to refuse applications of concerns not meeting standards required or expected, as well as the right to curtail exhibits or parts of exhibits that reflect against the character of the meeting. Show Management's decision and interpretation shall be accepted as final in all cases.

1. PAYMENT AND REFUNDS. Applications must be followed by full payment of the total space rental charges. Applications received without such payment made within net 30 days will lose any space assignment made. **CANCELLATION POLICY:** All cancellations must be made in writing to the ISA. Cancellation fees will apply if entire space is released or if a portion of originally contracted space is released. 1 June 2019: A fee equal to 50% of the cancelled exhibit rental fee will be incurred. After 1 June 2019: Exhibitor will be liable for the entire rental fee of the cancelled space. It is expressly agreed by the exhibitor that in the event he fails to pay the space rental at the times specified, or fails to comply with any other provisions contained in these rules and regulations concerning his use of exhibit space, Show Management shall have the right to reassign the location shown on the face of the contract or to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper. In the event of a default by the exhibitor, as set forth in the previous sentence, the exhibitor shall forfeit as liquidated damages, the amount paid by him for his space reservation, regardless of whether or not the Show Management enters into a further lease for the space involved. In case the exposition shall not be held for any reason whatsoever, then and thereupon, the rental and lease of space to the exhibitor shall be terminated. In such case the limit claim for damage and/or compensation by the exhibitor shall be the return to the exhibitor of the prorata amount already paid for space for this specific event.

2. SPACE RENTAL AND ASSIGNMENT OF LOCATION. Whenever possible, space assignments will be made by Show Management in keeping with the preferences as to location requested by the exhibitor. **SHOW MANAGEMENT, HOWEVER, RESERVES THE RIGHT TO MAKE THE FINAL DETERMINATION OF ALL SPACE ASSIGNMENTS IN THE BEST INTERESTS OF THE EXPO.**

3. USE OF SPACE, SUBLETTING OF SPACE. No exhibitor shall assign, sublet, or share the space allotted with another business or firm unless approval has been obtained in writing from Show Management. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in the exhibitor's display, parent or subsidiary companies excepted. Exhibitors must show only products and/or services or dealt in by them in the regular course of business. Should an article of non-exhibiting firm be required for operation or demonstration in an exhibitor's display, identification of such article shall be limited to the usual and regular nameplate, imprint or trademark under which same is sold in the general course of business. No firm or organization not assigned exhibit space will be permitted to solicit business within the Exhibit Areas.

4. EXHIBITORS AUTHORIZED REPRESENTATIVE. Each exhibitor must name one person to be his representative in connection with installation, operation and removal of the firm's exhibit. Such representative shall be authorized to enter into such service contracts as may be necessary and for which the exhibitor shall be responsible. The exhibitor shall assume responsibility for representation in attendance throughout all exposition periods; and this representative shall be responsible for keeping the exhibit neat, manned and orderly at all times.

5. INSTALLATION AND REMOVAL. Show Management reserves the right to fix the time for the move-in for exhibits prior to the Show opening and for its removal after the conclusion of the Show. Installation of all exhibits must be fully completed by the opening time of the exposition. Any space not claimed and occupied within two hours of the opening of the Show may be resold or reassigned without refund. No exhibitor will be allowed to dismantle or repack any part of his exhibit until after the closing of the Show.

6. ARRANGEMENT OF EXHIBITS. All space must be arranged and constructed in accordance with the guidelines, provisions and limitations set by Show Management and the City of Knoxville, TN. Any exhibit fails to conform to the guidelines, or the provisions set forth herein, such exhibit will be prohibited from functioning at any time during the exposition.

7. OPERATION OF DISPLAYS. Show Management reserves the right to restrict the operation of, or evict completely, any exhibit which, in its sole opinion, detracts from the general character of the exposition as a whole. This includes, but is not limited to, an exhibit which, because of noise, flashing lights, method of operation, display of unsuitable material, is determined by Show Management to be objectionable to the successful conduct of the exposition as a whole. Use of so-called "barkers" or "pitchmen" is strictly prohibited. All demonstrations or other promotional activities must be confined to the limits of the exhibit space. Sufficient space must be provided within the exhibit space for the comfort and safety of persons watching demonstrations and other promotional activities. Each exhibitor is responsible for keeping the aisles near its exhibit space free of congestion caused by demonstrations or other promotions. Distribution of circulars may be made only within the space assigned to the exhibitor distributing such materials. *Live Animals:* Live animals are prohibited. *Sales:* All sales transacted at the Show must be accompanied by a receipt. Operators of noisemaking exhibits must secure approval of operating methods before the exhibit opens.

8. EXHIBITS & PUBLIC POLICY. Each exhibitor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire prevention and public safety, while participating in this exposition. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. Show Management and service contractors have no responsibility pertaining to the compliance with laws as to public policy as far as individual exhibitor's space, materials and operation is concerned. Should an exhibitor have any questions as to the application of such laws, ordinances and regulations to his exhibit or display, Show Management will endeavor to answer them. Exhibitors must comply with City and State fire regulations.

9. AMERICANS WITH DISABILITIES ACT. Exhibitors acknowledge their responsibilities under the Americans with Disabilities Act (hereinafter "Act") to make their booths accessible to handicapped persons. Exhibitor shall also indemnify and hold harmless the ISA, Show Management, and facility against cost, expense, liability or damage which may be incident to, arise out of or be caused by Exhibitor's failure to comply with the Act.

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General Rules & Regulations—page 2

10. INDEMNIFICATION. Exhibitor agrees that it will indemnify and hold and save Show Management whole and harmless of, from and against all claims, demands, actions, damages, loss, cost, liabilities, expenses and judgments recovered from or asserted against Show Management on account of injury or damage to person or property to the extent that any such damage or injury may be incident to, arise out of, or be caused, either proximately or remotely, wholly or in part, by an act, omission, negligence or misconduct on the part of Exhibitor or any of its agents, servants, employees, contractors, patrons, guests, licensees or invitees or of any other person entering upon the Premises leased hereunder with the express or implied invitation or permission of Exhibitor, or when any such injury or damage is the result, proximate or remote, of the violation by Exhibitor or any of its agents, servants, employees, contractors, patrons, guests, licensees or invitees of any law, ordinance or governmental order of any kind, or when any such injury or damage may in any other way arise from or out of the occupancy or use by Exhibitor, its agents, servants, employees, contractors, patrons, guests, licensees or invitees of the Premises leased hereunder. Such indemnification of Show Management by Exhibitor shall be effective unless such damage or injury may result from the sole negligence, gross negligence or willful misconduct of Show Management. Exhibitor covenants and agrees that in case Show Management shall be made a party to any litigation commenced by or against Exhibitor or relating to this lease or the Premises leased hereunder, then Exhibitor shall and will pay all costs and expenses, including reasonable attorney's fees and court costs, incurred by or imposed upon Show Management by virtue of any such litigation. Property Damage Neither Show Management nor Exhibitor shall be responsible for any loss of or damage to property of the other party hereto, including, but not limited to, loss or damage occasioned by theft, fire, smoke, acts of God, public enemy, riot, civil commotion or other insurable casualty, and Show Management and Exhibitor expressly waive any claim for liability against the other party hereto with respect to any such loss or damage. Accordingly, it shall be the responsibility of Show Management and Exhibitor, respectively, to secure its own insurance or otherwise protect itself and its property against such loss or damage. Use of Certain Property Exhibitor will assume all costs arising from the use of patented, trademarked, or franchised materials, devices, processes or dramatic rights used on or incorporated in the exhibitor's space. Exhibitor shall indemnify, defend and hold harmless ISA, Show Management, the City and their officers, directors, members, agents and employees from and against all claims, demands, suits, liability, damages, losses, costs, attorneys' fees and expenses of whatever kind or nature, which might result from or arise out of use of any such material(s) described above.

11. WAIVER. Show Management shall not be deemed to waive any of its rights hereunder unless such waiver is explicitly stated as a waiver in writing and signed by Show Management. No delay or omission by Show Management in exercising any of its rights shall operate as a waiver of such rights and a waiver of rights in writing on one occasion shall not be construed as a consent to or a waiver of any right or remedy on any future occasion.

12. ATTORNEY'S FEES. Should Show Management find it necessary to employ an attorney or attorneys to enforce any of the provisions of this agreement or to protect in any manner its interest or interests under this agreement, Show Management, if it is the prevailing party, shall be entitled to recover from the other party all reasonable costs, charges, and expenses including attorneys' fees.

13. OTHER REGULATIONS. Any and all matters not specifically covered by the preceding rules and regulations shall be subject solely to the decision of Show Management.

THE SHOW MANAGEMENT SHALL HAVE FULL POWER TO INTERPRET, AMEND, AND ENFORCE THESE RULES AND REGULATIONS, PROVIDED EXHIBITORS RECEIVE NOTICE OF ANY AMENDMENTS WHEN MADE. EACH EXHIBITOR AND ITS EMPLOYEES AGREES TO ABIDE BY THE FOREGOING RULES AND REGULATIONS AND BY ANY AMENDMENTS OR ADDITIONS THERETO IN CONFORMANCE WITH THE PRECEDING SENTENCE. EXHIBITORS OR THEIR REPRESENTATIVES WHO FAIL TO OBSERVE THESE CONDITIONS OF CONTRACT OR WHO, IN THE OPINION OF SHOW MANAGEMENT, CONDUCT THEMSELVES UNETHICALLY MAY IMMEDIATELY BE DISMISSED FROM THE EXHIBIT AREA WITHOUT REFUND OR OTHER APPEAL.

AUTHORIZED SIGNATURE _____ PRINTED NAME _____

COMPANY _____ DATE _____