



NAHU Combined Region VII & VIII Conference Exhibitor Rules and Regulations

All exhibitors will be set up in one large banquet room and will be provided with a 6 foot draped display table and chairs. For Platinum and Gold sponsors, four attendees will be included with your sponsorship at no additional cost. For all others, two attendees will be included. If you wish to have additional attendees from your company, a registration fee of \$75.00 per attendee will apply. Exhibitor location will be based on two measurements including those who donated at the Platinum and Gold Sponsor level and those who reserved their spot with a registration form and money on a first come, first served basis. Please be looking for your company name on the table when you arrive.

Sublease of Assignment

No exhibitor shall assign, sublet or share the space allotted with another firm or business unless approval is obtained in writing from NAHU.

Optional Booth Equipment

Wireless Internet service for exhibitors will be available for an additional charge. Please contact the hotel directly to make arrangements. Electricity will be included at no charge, but we will need to know your needs ahead of time. Please contact Rebecca Purdy at (702) 557-1123 with your request for electricity by Thursday, August 9, 2007.

Booth Materials

All booth materials must conform to exhibitor's registration form description of products and services. All booth equipment, furniture and carpeting must be confined to the limits of the booth. Nothing may be stapled, glued, nailed or taped to the walls or woodwork or hung from the ceiling.

Operations of Exhibits

All demonstrations or other activities must be confined to the limits of the exhibitor's rented space. Distribution of circulars and other material may be made only within the booth space assigned to the exhibitor. You will be properly promoted according to the level of sponsorship that you have selected.

Exhibit Set-Up and Tear-Down Schedule

Set-Up: 3:00 PM – 5:00 PM on Thursday, August 16th or

Set-Up: 6:30AM – 7:30 AM on Friday, August 17th

Tear-Down: Conference ends at 1:35 PM on Saturday, August 18th

Exhibit Hours

Friday, August 17th 8:00 AM – 5:00 PM

Saturday, August 18th 8:30 AM – 1:30 PM

Storage of Shipments

The Gold Coast Las Vegas does not accept freight to be stored in the shipping and receiving office. All shipments should be sent to you personally and will be delivered to your guest room for a minor delivery charge. Please make arrangements for shipping and receiving directly with the hotel.

Shipping Address

C/O Your reps name here
Gold Coast Las Vegas
4000 W. Flamingo Road
Las Vegas, Nevada 89103

Exhibitor Attendance at Meetings and Special Events

Exhibitors are welcome to attend all event sessions. Exhibitors are welcome to partake in all provided meals and beverages. A special social event sponsored by the Clark County AHU is by reservation only. Additional information will be available shortly. Your name badge will be identified with a sticker indicating that you have reserved a spot for the social event.

Hotel Accommodations

NAHU has arranged for a block of rooms at the discounted rate of \$59 weeknights; \$104 Friday/Saturday (single or double occupancy) at the Gold Coast Las Vegas. To make your hotel reservations, call the Gold Coast directly at (702) 367-7111 or (800) 331-5334. Be sure to mention NAHU Region VII & VIII to receive the special discounted room rate. **The block room rates will fill up quickly, so make your reservations early!**

Attire

Business casual.

Weather

Average temperatures in August normally range from 110 degrees to a low of 85 degrees. We suggest you check the forecast closer to your travel date. As a reminder, meeting room temperature and personal comfort levels vary. You may wish to dress in layers or bring a sweater.

Prizes and Give-aways

At your booth: It is the exhibitor's responsibility to keep track of their booth prizes. We will have announcements throughout the event for your prizes.

Treasure hunt: Each registrant will receive a punch card with a line for each exhibitor. Once a registrant has seen all the exhibitors and has a complete punch card, they will be placed in a drawing for a grand prize provided by Region VII & VIII. We hope this will encourage greater vendor and registrant interaction.

Bags: Event bags will be provided. Each bag contains goodies, but more importantly, the bags can be used to collect your sales materials.

Loss or Damage

NAHU shall not be liable for any damage or injury to persons or property from any cause whatsoever by reasons of use, occupation or enjoyment of exhibit space by the exhibitor or any person thereon with the consent of the exhibitor, and the exhibitor will indemnify and save harmless NAHU from all liability whatsoever, on account of such damage, or injury, whether or not caused by the negligence of, or breach of an obligation by, the exhibitor or its employees, agents or representatives.

Questions

Please direct questions regarding these rules to: Rebecca Purdy, rebecca@grouponyx.com or by phone: (702) 557-1123.

Thank you so much for supporting NAHU and Regions VII & VIII!