



# Exposition Space Application

September 26-28, 2017

Donald E. Stephens Convention Center • Rosemont (Chicago), Illinois

**INSTRUCTIONS:** To apply for exhibit space, complete this application and return it with payment, as noted below in **Exhibit Space Rental** to: Association of Rotational Molders, 800 Roosevelt Rd., Bldg. C, Suite 312, Glen Ellyn, Illinois 60137, USA

Company Name \_\_\_\_\_

Key Contact Name \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_ Ext. \_\_\_\_\_ Fax \_\_\_\_\_

Address \_\_\_\_\_

City, State/Province, Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Street Address (for non-PO Box deliveries) \_\_\_\_\_

City, State/Province, Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Is your company a member of ARM?  Yes  No

### SPACE SELECTION

Space assignments will be made by ARM with full consideration given to the date of receipt of this paid space application, amount of space required, competing products, and general grouping of exhibits for proper display and comparison. Every effort will be made, though not guaranteed, to honor special requests for both locations, booth configuration, etc., provided that the requests do not interfere with other exhibitors or the exposition. Any special space requests must be provided in writing at the time your registration form and payment are submitted.

The minimum booth size is 10' x 10' (100 sq. ft.). Space is sold in increments of 100 square feet.

### BOOTH CHOICES

Please select a preference for your booth location configuration:

In-line  Island  Peninsula

If you selected In-line, would you prefer a corner?  Yes  No

Please select a booth number from the following floor plan in order of preference.

1.	2.	3.	4.
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Final size of booth desired \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_ sq. ft.

### EXHIBIT SPACE RENTAL

Exhibit space rental is \$26 per square foot, or \$2,600 per 10' x 10' (100 sq. ft.) booth plus \$250 charge for each exposed corner (in-line booths only). Booths 400 square feet or higher will be at a discounted rate of \$24 per sq. ft. and a flat corner fee of \$300. Non-members incur a \$3,500 surcharge.

#### Payment Schedule

**A 10% deposit must be included at the time the contract is submitted.**

The balance of your rental payment will be due Friday, June 9, 2017

calculated square feet = \_\_\_\_\_

300 sq. ft. or smaller @ \$26 per square foot = \$ \_\_\_\_\_

400 sq. ft. or larger @ \$24 per square foot = \$ \_\_\_\_\_

# of exposed corners \_\_\_\_\_ @ \$250 each = \$ \_\_\_\_\_  
applies to In-line booths ONLY

\$3,500 surcharge for non-members \$ \_\_\_\_\_

Total cost of booth = \$ \_\_\_\_\_

10% Deposit Due Upon Receipt of Contract = \$ \_\_\_\_\_

### SPACE PAYMENT

Attach check or complete the "credit card" information below to charge your payment. By completing the "credit card" information, you agree that your credit card will be billed for deposit amount.

Check Enclosed  AMEX  MasterCard  VISA

Amount to be charged: \$ \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name as it appears on card \_\_\_\_\_

Cardholder's signature – *This line MUST be signed for acceptance of contract*

### DIRECTORY INFORMATION

Please check the category that your company should be listed under. Companies specializing in more than one area may be listed under more than one category. Final categorization of all exhibitors is at the discretion of the Trade Show Subcommittee.

#### Rotational Molders

Custom Rotational Molder  
 Proprietary Rotational Molder

Decoration / Labeling  
 Granulators / Pulverizers  
 Materials  
 Materials Handling

Tooling  
 Consultant

#### Suppliers

Additives  
 Colorants

Mold Release  
 Processing Equipment  
 Secondary Operations

#### Other Professionals

Designer  
 Educational  
 Media

Other (please explain) \_\_\_\_\_

### BOOTH LOCATION

Locate our exhibit **NEAR** (list exhibitors): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**AWAY** from: \_\_\_\_\_

\_\_\_\_\_

We agree to abide by all the rules and regulation governing the exposition as printed on the reverse side hereof and which are part of this application.

Exhibitor Signature – *Application must be dated and include exhibitor signature.* \_\_\_\_\_ Date \_\_\_\_\_

Companies who submit a space application and deposit by February 28, 2017 are eligible to participate in the first round of space assignments and will be assigned in the order of priority points accumulated to date. In the event of a tie in priority points, member status and the date the application is received by CM Services (with a deposit payment) will be considered. Note: one employee of each exhibiting company must register for the annual meeting portion.

### FOR OFFICE USE ONLY

Acceptance of this application by ARM constitutes a contract.

Signature – *This line MUST be signed for acceptance of contract* \_\_\_\_\_

Booth(s): \_\_\_\_\_ Number: \_\_\_\_\_

Space Size: \_\_\_\_\_ Corners: \_\_\_\_\_

ARM Member:  Yes  No

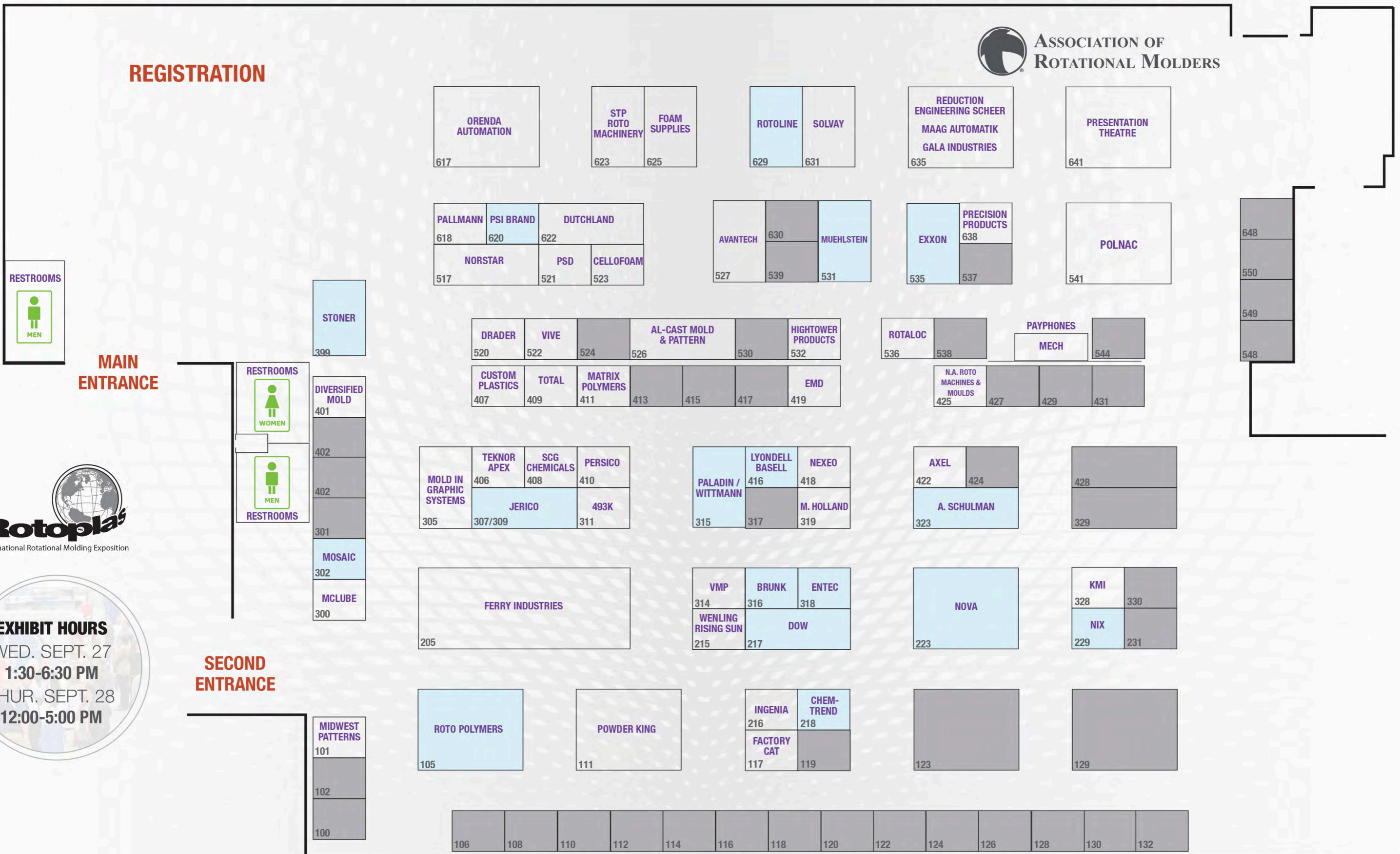
**Please call 630-942-6589 or fax 630-790-3095 with any questions.**

# Show Floor Map

Sponsors are highlighted in blue.



## REGISTRATION



# GENERAL RULES AND REGULATIONS

The Association of Rotational Molders (ARM) and its authorized representatives are hereafter referred to as Show Management.

All exhibits shall serve the interest of the members of ARM and the rotational molding industry and should be operated in a way that will not detract from other exhibits or from the exposition.

Show 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, ARM is not liable for any refund of exhibit fees, or any other exhibit-related expense.

## 1. Cancellation or Failure to Occupy Space

There will be no refunds for cancellations made after acceptance of the form for exhibit space. If booth space is not occupied one hour prior to the exhibit opening, Show Management shall have the right to use such space as necessary to eliminate empty spaces in the exhibit hall.

## 2. Exposition

If Show Management should be prevented from holding the exposition by reason of any cause beyond its control (such as but not limited to, damage to building, riots, terrorism, 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 ARM has the right to cancel the exposition with no further liability to the exhibitor other than the refund of space rental fee less proportionate share of exposition expenses.

Included with each paid 10' x 10' booth space.

- Pipe and drape
- Aisle carpet
- One 7" x 44" identification sign

A specially priced optional package is available from your decorator that includes one 6' white skirted table, two chairs, and one wastebasket.

## 3. Use of Space

- Displays must be limited to items, which can be accommodated within your booth area. Interference with the light and space of other exhibitors is prohibited. Display rules will be defined in the Exhibitor Manual.
- Exhibit areas must be staffed during exhibit hours by persons who are prepared to effectively

explain all products and services on display.

- Each exhibitor must wear the official exhibitor's identification badge provided by ARM
- Only personnel directly employed by the exhibiting company are permitted to participate (staff the booth). Manufacturer's representatives, hired by contract to sell and promote the exhibitor's products, will be considered direct employees for the purpose of this show. Primary representatives of the exhibiting company shall insure that these persons, while working in the booth, will promote the exhibiting company's products only, even though they may be licensed to sell other companies' products.
- Exhibiting rotational molders (which may also engage in other competing manufacturing processes) must limit their booth displays and promotional efforts to their rotational molding products. Only rotationally molded samples and products will be allowed in molder member's booths.
- No grinders may be operational.
- No CNC router machines will be allowed to cut or trim actual parts. However, they may be put in motion to trace pre-cut parts.
- Rotational molding machines may be run in dry cycles only. No machinery may apply heat nor perform any action that requires venting.
- Audio-visual equipment may be used so long as it does not interfere with other exhibits.
- It is understood that no rooms, suites, or other space in the conference hotel will be used for exhibit purposes, workshops, or other exhibitor sales-related use. Space has been made available (on a sign-up basis) if an exhibitor wishes to have a more private discussion with a show attendee. Other semi-private facilities will also be made available on an open basis. Invitational cocktail parties, open houses, and similar exhibitor-sponsored affairs, other than usual private occupancy of hotel room, are prohibited. Social affairs of all kinds must be scheduled not to conflict with ARM-sponsored program events.
- All solicitation, demonstration, or other promotional activities must be confined to the limits of the exhibit space.
- No exhibitors shall assign, sublet, or share their allotted space.
- Exhibitors must show only goods manufactured or dealt with by them in their regular course of business.
- Games, contests, and entertainment will not be allowed in booths.
- The exhibitors shall have the freedom to do with their booth

space whatever they choose, so long as it follows the guidelines outlined in this document and does not detract from the other exhibitors or the exposition. ARM determines acceptability and reserves the right to require the immediate withdrawal of any exhibit.

## 4. Sales

No goods are to be sold for delivery on the floor. Orders may be taken for future delivery.

## 5. Samples, Souvenirs, and Food Giveaways

Promotional items of a nominal value will be permitted as giveaways. No alcohol giveaways will be permitted.

## 6. Crate Storage

Removal, storage, and return of empty crates, boxes, etc., will be provided by the general contractor as a part of your drayage fee.

## 7. Photography

Photography will be allowed in the trade show only upon permission of the exhibitors or individuals in charge of the exhibit space being photographed. ARM and JSJ Productions, Inc. (Rotation Magazine) reserve the right to photograph throughout the exhibit hall for publicity purposes. However, ARM and JSJ Productions, Inc. will respect any exhibitor requests to not photograph individual items up close.

## 8. OSHA Operating Machinery and General Sound Level Regulations

Exhibitors displaying operating machinery must operate such machinery in a manner in which excessive noise levels are not generated. Noise levels which are objectionable to adjoining booths will not be permitted. OSHA operating rules must be followed.

Exhibitors, or their agents, must not injure or deface the walls, floors, or carpet of the building. Exhibitors with equipment must protect the carpet. When such damage appears, the exhibitor is liable to the owner of the property so damaged. All materials used in decoration must be flameproof. Electrical wiring must conform with the National Electric Code Safety Rules. Combustible materials or explosives are not permitted in the exhibit area unless approval with necessary precautions and safety has been given prior to the exposition.

## 9. Liability

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, and save Association of Rotational Molders, the Village of Rosemont, the Donald E. Stephens Convention Center and their employees and agents harmless against all claims, losses, and damages to persons or

property, government charges or fines and attorneys' fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy, or use of exposition premises or a part thereof, excluding any such liability caused by the sole negligence of the Association of Rotational Molders, the Village of Rosemont, the Donald E. Stephens Convention Center and their employees and agents.

In addition, exhibitor acknowledges that the Association of Rotational Molders does not maintain insurance covering exhibitor's property and that it is the sole responsibility of exhibitor to obtain business interruption and property damage insurance covering such losses by exhibitor.

## 10. Security

Exhibitors should take all steps which they deem advisable to protect merchandise or equipment which they have on display. Please be certain that all small display and personal items are secure before leaving the display, even temporarily. Neither ARM, the Village of Rosemont, the Donald E. Stephens Convention Center nor its agents or employees are liable to any exhibitor for the loss or damage of property. The exhibit facility is a public building. Exhibitors are cautioned to assure the safety of valuable items when they are not in attendance of their exhibitor booths and to exercise caution during the exhibit hours.

## 11. Insurance

Exhibitors must carry insurance coverage against damage or loss and public liability insurance against injury to the person and property of others and worker's compensation. Exhibit materials should be covered from the time they are shipped through move-in, exhibit dates, move-out, and until all materials have been received at the point of origin. The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to exhibitor's display, equipment, and other property brought upon the premises of the Convention Center and shall indemnify and hold harmless ARM, the Village of Rosemont, and the Donald E. Stephens Convention Center from any and all such abuses, damages, and claims.

## 12. Compliance

The exhibitor agrees to abide by and comply with the rules and regulations including any amendments that ARM may make. Exhibitor further assumes all responsibility for compliance with all pertinent laws, ordinances, regulations, 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 exposition is held.