76th ANNIVERSARY CONFERENCE OF THE AMERICAN HUMANIST ASSOCIATION

June 8-11, 2017 | Embassy Suites by Hilton Charleston Airport Hotel & Convention Center
5055 International Boulevard, North Charleston, SC 29418

EXHIBIT INFORMATION

EXHIBITOR PASS: Includes one (1) 6 ft. long skirted table, two (2) chairs, and registration to all workshops, general sessions, and award ceremonies (without meals) for one (1) person; one (1) additional Exhibitor Pass may be purchased for $150 per person (meals not included)

EXHIBIT SET-UP: Thursday, June 8 starting at 1:00 pm

EXHIBIT HOURS: Thursday, June 8: 1:00 - 8:00 pm | Friday, June 9: 8:00 am - 8:00 pm
Saturday, June 10: 8:00 am - 8:00 pm | Sunday, June 11: 8:00 am - 1:00 pm

EXHIBIT BREAK-DOWN: Sunday, June 11: 1:00 pm - 2:00 pm

INFORMATION TABLE: If you are unable to attend but would like your literature displayed at an un-staffed table, you may purchase Information Table space for $75 (limit 2 items of literature or merchandise)

All merchandise, literature, and other materials should be sent to the hotel, to arrive NO EARLIER than Tuesday, June 6 and must clearly be labeled with the exhibitor's name and/or organization. AHA is not responsible for shipping charges to or from the hotel or the return of materials after the conference.

Mail boxes to:

Embassy Suites by Hilton Charleston Airport Hotel & Convention Center
5055 International Boulevard, North Charleston, SC 29418
Hold for: 76th Annual Conference American Humanist Association June 8-11, 2017
ATTENTION:_____ [For exhibitors: Name of person staffing exhibit table or organization]
BOX _____(#) of (total #) (Multiple boxes MUST be numbered)

Exhibit tables are available on a first-come, first-served basis. Deadline for submitting this application in full is May 8, 2017. Full payment is due at the time of reservation.

EXHIBIT REGISTRATION FORM

NAME

ORGANIZATION

ADDRESS

CITY STATE ZIP

PHONE FAX EMAIL

EXHIBIT COSTS

SELECT

- ❑ Exhibit Table for Non-Profit Organizations $600
- ❑ Exhibit Table for AHA Chapters and Affiliates $400
- ❑ Exhibit Table for For-Profit Organizations/Businesses/Individuals $700
- ❑ Information Table Space (not staffed; limit 2 items of literature/merchandise) $100
- ❑ Additional Exhibitor Pass (Please specify individual's name below) $150

_____

TOTAL:_____

PAYMENT INFORMATION

❑ Check Enclosed (made payable to the American Humanist Association)

Credit Card (choose one) ❑ VISA ❑ MasterCard ❑ American Express ❑ Discover

CARD NUMBER

NAME ON CARD EXP DATE SEC CODE

BILLING ADDRESS (if different from page one)

SIGNATURE

EXHIBITOR AGREEMENT

The undersigned Exhibitor and the American Humanist Association (AHA) agree to the following terms and conditions for the 76th Annual AHA Conference, June 8-11, 2017:

1 AHA will provide exhibit space and two chairs at the Embassy Suites by Hilton Charleston Airport Hotel & Convention Center in the Ballroom C4 foyer. Exhibitor will purchase from AHA the use of exhibit space beginning June 8,1:00 pm and ending June 11, 1:00 pm, and will be responsible for setting up and breaking down exhibit during the allotted times. The space is open and unsecured; the Exhibitor will be responsible for securing her or his valuables during the conference. The American Humanist Association will select placement of all exhibit tables at random.

2 All demonstrations, exhibits and distribution of literature must be confined to the allotted exhibit space. Exhibitor agrees to keep their exhibit space and area clean during the duration of the Conference. In addition, the Exhibitor agrees for her/himself and her/his employee to use exhibit space for lawful purposes and to conform to laws of all applicable jurisdictions. This shall include, but is not limited to, avoiding disruptive behavior on the part of the Exhibitor.

3 Nothing shall be posted on, nailed, tacked, pinned, screwed or otherwise attached to columns, walls, floors, or on any equipment or furniture belonging to the Embassy Suites by Hilton Charleston Airport Hotel & Convention Center.

4 Exhibits which include the operation of musical instruments, sound-producing motion picture equipment, public address systems, VCRs, televisions, computers, or any other sound equipment may not disrupt the business of adjacent exhibitors or the Conference. Operators of sound-producing exhibits must secure approval from AHA before the exhibit opens. Additional audio-visual equipment will not be provided by the AHA or the Embassy Suites by Hilton Charleston Airport Hotel & Convention Center without prior approval.

5 Exhibitor will be fully responsible for the handling of any boxes shipped to and from the conference hotel. AHA and the Embassy Suites by Hilton Charleston Airport Hotel & Convention Center will not be held liable for any damaged boxes or materials as a result of postal mail shipment.

6 Exhibitor may not discriminate against Conference participants based on race, national origin, religion, gender, age or sexual orientation.

7 All Conference participants, including Exhibitors, must abide by the Conference's Prohibited Conference Policy: In general, prohibited conduct includes any abusive conduct that has the purpose or effect of unreasonably interfering with another person's ability to enjoy and participate in the conference, including social events related to the conference. Additionally, any clear violation of the law will be immediately referred to local police.

8 No refunds will be made after June 1, 2017.

9 The American Humanist Association, the Embassy Suites by Hilton Charleston Airport Hotel & Convention Center, and its employees and agents will not be responsible for any theft, loss, damage, or destruction of the Exhibitor's property, from any cause whatsoever prior to, during, or following the Conference or for any injury occurring to Exhibitors, their employees or visitors to the exhibit not caused by the negligence of AHA, the Embassy Suites by Hilton Charleston Airport Hotel & Convention Center, or its employees or agents.

10 Failure to comply with any term of this agreement will result in immediate dismissal from the Exhibit Area and Conference, with no refunds.

11 AHA reserves the right to refuse an exhibit application, correct the Exhibitor's fee category, and review or reject materials displayed or sold.

Exhibitor Name Signature

Organization/Company Name Date

Exhibit space WILL NOT be reserved without a signed agreement. Please make a copy of all pages of this document for your records.

Please return no later than May 8, 2017 by email (mhamilton@americanhumanist.org), fax (202-238-9003) or postal mail to:

AMERICAN HUMANIST ASSOCIATION, ATTN: MEGHAN HAMILTON, CONFERENCE COORDINATOR
1821 JEFFERSON PLACE NW, WASHINGTON, DC 20036

Please retain a copy of this form for your records. You will receive a confirmation one week after form and payment are received.