

Please take a moment to read and sign the sponsor terms and conditions on the reverse side.

Sponsorship Terms & Conditions

Winter Simulation Conference
December 9-12, 2018
Gothenburg, Sweden

CONTRACT: The Contract for Sponsorship (and Exhibit Space, if included in package) properly executed by the Sponsor and accepted in writing by INFORMS, shall be considered a binding agreement between the Sponsor and INFORMS and subject to the rules stated in this document.

REGISTRATION: Sponsor registration fee includes all deliverables as outlined here:
<http://meetings2.informs.org/wsc2018/sponsors/>

PAYMENT TERMS/CANCELLATIONS: The full sponsorship fee or details for invoicing must accompany the application and contract. Sponsors who cancel a contract in writing, postmarked by October 8, 2018, will receive a refund of fees paid less a \$250 cancellation fee. There will be no refunds for cancellations after October 8, 2018. If sponsorships are cancelled by INFORMS, all payments will be refunded in full. The undersigned agrees to abide by all requirements, restrictions and obligations detailed in these terms and conditions.

Exhibitor Terms & Conditions

Winter Simulation Conference
December 9-12, 2018
Gothenburg, Sweden

CONTRACT: The Contract for Exhibit Space, properly executed by the Exhibitor and accepted in writing by INFORMS, shall be considered a binding agreement between the Exhibitor and INFORMS and subject to the rules stated in this document.

REGISTRATION: Exhibitor registration fee includes one complimentary conference registration for each booth purchased plus four additional exhibit hall passes for booth-only staff. Additional exhibitor benefits are outlined here: <http://meetings2.informs.org/wsc2018/exhibitors/>

PAYMENT TERMS/CANCELLATIONS: The full exhibit fee must accompany the application and contract. Exhibitors who cancel a contract in writing, postmarked by October 9, 2018, will receive a refund of fees paid less a \$250 cancellation fee. There will be no refunds for cancellations after October 9, 2018. If exhibits are cancelled by INFORMS, all payments will be refunded in full.

BOOTH ASSIGNMENTS: Booth assignments will be made on a first-come, first-served basis, upon receipt of the signed Contract for Exhibit Space and payment. Assignments will not be made until payment is received. Exhibit service manuals will be available in June 2018.

BOOTH INFORMATION: Booth size is 10' wide x 8' deep with 8' drapery back wall and 3' drapery side rails. A 7" x 44" two-line identification sign with company name and exhibit booth number is included. Table and chairs are not included.

All exhibits must be arranged so as not to obstruct the view of adjacent booths. Exhibits are not to exceed 8' in height on the back wall or 3.5' in height along the side walls. Adequate overhead lighting is provided. Individual electrical outlets are not included. The exhibit space within the hotel is carpeted.

USE OF SPACE: All materials and activities must be confined to the limits of the exhibit booth and shall not

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For Questions Please Contact Olivia Schmitz at 1.443.757.3539

interfere with traffic or other exhibits. Promotion is limited to products and services of exhibiting companies only. Reassignment, subletting or sharing of exhibit space is prohibited. Excessive noise, which would interfere with other exhibitors, is not allowed. INFORMS reserves the right to alter the location of exhibit booths in the best interest of the exhibits and the conference.

FIRE PRECAUTIONS: Exhibitors must use materials that will pass fire inspection. Drapes and curtains must be flame proofed. The storage or use of flammable or explosive materials, or any substance prohibited by local laws or insurance carriers is forbidden. The Swedish Exhibition & Congress Centre and contracted decorator must do all electrical work to insure compliance with local regulations.

DAMAGE, RISK OF LOSS, INDEMNITY, INSURANCE: The Exhibitor agrees to indemnify and hold harmless INFORMS, contracted decorator, and The Swedish Exhibition & Congress Centre and their respective officers, employees and agents against (1) liability for damages on account of personal injury or property damage suffered by any third party arising out of the installation, maintenance, use, operation, removal of the exhibit by Exhibitor and use of the exhibiting premises by Exhibitor, and (2) costs and expenses related to the foregoing (including reasonable attorney's fees), provided that the indemnified party: (a) promptly notifies Exhibitor of any such claim, (b) cooperates with Exhibitor in connection with the defense or settlement of any such claim, and (c) permits Exhibitor to control the defense and/or settlement of any such claim.

The Exhibitor understands that INFORMS, the contracted decorator and The Swedish Exhibition & Congress Centre do not maintain insurance covering the Exhibitor's property and agrees that they (and their respective officers, employees and agents) will have no liability for damage thereto or loss thereof caused by any third party and it is the sole responsibility of the Exhibitor to obtain such property insurance. Each exhibiting company desiring to insure its exhibit and display materials against loss of any kind must do so at its own expense.

INSURANCE REQUIREMENTS

Exhibitor is required to carry Comprehensive General Liability coverage, including bodily injury and property damage, fire legal liability, personal and advertising liability, products and completed operations, and contractual liability coverage of at least \$1,000,000 per occurrence/\$2,000,000 General Aggregate. The exhibiting company name AND show name must appear on the certificate of insurance. It must also include INFORMS, Conference Center or hotel and the contracted decorator as additional insured. Exhibitors must send INFORMS a copy of the certificate of insurance.

HOTEL RULES & REGULATIONS

Exhibitor agrees to adhere to the rules and regulations of The Swedish Exhibition & Congress Centre (<https://en.svenskamassan.se/>).

General Data Protection Regulation (GDPR)

The Exhibitor agrees to comply with the General Data Protection Regulation (GDPR), which governs the collection and processing of personal data, as specified in articles 28, 32, and 82 (EU 2016/679). For details, see: <https://www.eugdpr.org>

The undersigned agrees to abide by all requirements, restrictions and obligations detailed in these terms and conditions.

Signature: _____ Print Your Full Name: _____

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