



# 2010 Insurance Fraud Management Conference

March 21-24, 2010

Caesars Palace • Las Vegas, Nevada

(Please read the General/Exhibit Terms of Agreement on the reverse side.)



Company Name (for signs and conference program) \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

## My company wants to exhibit:

Number of 10' x 10' booths: \_\_\_\_\_ Location: \_\_\_\_\_

1st choice: booth # \_\_\_\_\_

2nd choice: booth # \_\_\_\_\_

3rd choice: booth # \_\_\_\_\_

Company \_\_\_\_\_ Contact name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

<b>FEES:</b>	On or before 12/31/09	After 12/31/09
	\$2,495	\$2,695

### Included in booth fee:

2 conference registrations, listing in exhibit directory and promotional materials, standard ID sign, back and side booth drape, 24-hour hall security, draped 6' x 30" table, 2 chairs, and wastebasket. (The charge for additional booth personnel is \$400 per person.)

**"General Terms" and "Exhibit Terms" on reverse side apply.**

**PROMOTIONAL INFORMATION:** Please provide a 35-word description of the product(s)/service(s) you plan to exhibit below or send it by e-mail to [aminatelli@iso.com](mailto:aminatelli@iso.com). The description will be used in the conference program.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PAYMENT INFORMATION:

Number of exhibit booths: \_\_\_\_\_ X fee of \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
(Full payment must accompany this form.)

**TOTAL ENCLOSED:** \_\_\_\_\_ = \$ \_\_\_\_\_

**PAYMENT METHOD:** We prefer payment by check.  Check enclosed.

If you are paying with a method other than check, please contact Amy Minatelli at 201-469-2448 or send an e-mail to [aminatelli@iso.com](mailto:aminatelli@iso.com).

**AGREEMENT:** Reservations to exhibit are subject to the terms and conditions on the reverse side.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Send completed contract with payment to:

**ISO / IFM 2010**  
545 Washington Boulevard  
Jersey City, NJ 07310-1686  
Attn: Amy Minatelli (12-2/9W)  
P: 201-469-2448  
F: 201-748-1909

We hereby apply for exhibit space at the 2010 Insurance Fraud Management Conference. We have read the terms and conditions below and agree to abide by them. We understand our application and booth assignment are subject to the acceptance of management and written confirmation will be sent upon acceptance of this application/contract.

## GENERAL TERMS

1. CONTRACT FOR SPACE must be signed on the front of this contract by a duly authorized agent of the exhibitor (hereinafter the "company"). Full payment must accompany contract. As a receipt, a copy of the application will be returned to the company.
  - 1.1. If the exhibitor cancels its booth space before December 18, 2009, a refund will be issued less a \$1,200 processing charge. If the exhibitor cancels its booth space between December 18, 2009, and January 31, 2010, a refund will be issued less a \$1,500 processing charge. If the exhibitor cancels its booth space between February 1, 2010, and March 5, 2010, a refund will be issued less a \$1,900 processing charge. No refunds will be issued for any cancellation after March 5, 2010.
  - 1.2. No company shall assign or sublet to or share the space allotted with any third party without the written consent of the ISO/NICB representative.
  - 1.3. Insurance Services Office, Inc. (ISO) reserves the right to prevent or limit booth(s) selection and booth(s) location to any vendor for any reason at any time. Insurance Services Office, Inc., and its subsidiaries reserve the right to cancel this agreement, including preventing and removing vendors from the Insurance Fraud Management Conference FOR ANY REASON AT ANY TIME. Should Insurance Services Office, Inc., cancel this agreement, or remove or prevent a vendor from attending or exhibiting at the Insurance Fraud Management Conference, ISO will provide, in writing, notification of the cancellation and provide an appropriate refund of payments made for any booth space(s).
2. CONDUCT: Projection machines are limited in their operations to demonstrations only and shall not be used for showings designed to attract or amuse visitors. All projections must be in accordance with the requirements of the fire prevention authorities and in harmony with any agreements entered into between ISO/NICB and labor unions.
  - 2.1. Exhibits that include the operations of musical instruments, radios, video picture sound equipment, public address systems, or any noise-making machines must be conducted or arranged so that the noise resulting from the demonstrations will not annoy or disturb other companies. Operators of such noise-making equipment must secure written approval of operating methods before the exhibit opens.
  - 2.2. Restrictions: ISO/NICB reserves the right to restrict exhibits that, because of noise, method of operation or any other reason, become objectionable or otherwise detract from or are out of keeping with the character of the 2010 Insurance Fraud Management Conference. ISO/NICB may restrict installation or request removal or discontinuance of any exhibit that, if continued, departs substantially from the design and description given advance approval. In the event of such restrictions or evictions, ISO/NICB is not liable for any refund of rental or other expenses. Advertising, displays, demonstrations, and conferences in the interest of business are not permitted except by firms that have rented space to exhibit and have had their plans approved in advance. All demonstrations, meetings and other activities must be conducted so as not to infringe on the rights of other companies or offend visitors to the room.
  - 2.3. Sales: Exhibitors shall not make any sales transactions while exhibiting at the 2010 IFM/NICB conference.
  - 2.4. Music Licensing: The company is responsible for making their own agreements with Broadcast Music, Inc. (BMI) and American Society of Composers, Authors & Publishers (ASCAP) regarding the licensing of copyrighted music played (live performance or recording) in their booths during the exhibition.
  - 2.5. Indemnification: The company agrees to indemnify and hold ISO/NICB harmless from and against any and all damage, loss, cost and expense arising out of the exhibit and the company's use of any material, information, music, or other entertainment, in any form.
  - 2.6. Inability to Perform: If ISO/NICB should be prevented from conducting its 2010 Insurance Fraud Management Conference by any cause beyond its control, or if it cannot permit the company to occupy this space due to circumstances beyond its con-

trol, ISO/NICB will refund to the company the amount of the rental fee paid. ISO/NICB shall have no further obligation or liability to the exhibitor.

- 2.7. Souvenirs and Samples: Distribution of souvenirs and samples is permitted provided there is no interference with other exhibits. ISO/NICB may withhold or withdraw permission to distribute souvenirs, advertising or any other material it considers objectionable.
- 2.8. Care of Building and Equipment: The company and its agents shall not injure or deface the walls of the building, the booths or the equipment of the booths. Companies are forbidden to drive tacks, nails or screws into the walls, floors, columns or other parts of the building or furniture. Distribution of promotional gummed stickers or labels is strictly prohibited. Anything necessary or proper for the protection of the building, equipment or furniture in connection with an exhibit will be at the expense of the company. Damage from failure to observe this notice is payable by the company.
3. FIRE REGULATIONS: Display decorations and construction must conform to local fire regulations. Combustible or explosive materials and substances may not be used. Cloth and other flammable materials must be flame-proofed. Packing containers, excelsior, wrappings and similar materials must be removed from the exhibit area and not stored under tables or behind displays.
  - 3.1. All electrical equipment must be U.L. (Underwriter Laboratories) approved and/or approved by the Las Vegas, Nevada, Fire Marshal.
  - 3.2. Las Vegas, Nevada, Fire Marshal reserves the right to change, alter, enhance, remove, or update the 2010 Insurance Fraud Management exhibit hall floor plan for any reason at any time, without notification. Fire Marshal may make changes on-site after construction of the exhibit hall.
4. LIABILITY AND INSURANCE: ISO/NICB assumes no liability for, and is hereby released by the company from any and all loss or damage to goods, exhibits or other materials or property owned, rented or leased by the company, its employees, agents, licensees or invitees that may arise from any cause and relating to this agreement and the 2010 Insurance Fraud Management Conference. Company must secure appropriate property and liability insurance and agrees to hold ISO/NICB and Caesars Palace harmless from and against any loss, damage, complaint, suit or liability caused by or resulting from the negligence or willful misconduct of the company, its employees, agents, invitees or licensees in connection with the company's use of space and/or its participation at 2010 Insurance Fraud Management Conference.
  - 4.1. In addition, the company shall be fully responsible to pay for any and all damages to property owned or leased by or under the care, custody or control of Caesars Palace, its owners or managers, that result from any act or omission of the company. The company agrees to defend, indemnify and hold harmless Caesars Palace, its owners, managers, officers, directors, agents, employees, subsidiaries and affiliates, from any loss or damage resulting from the company's use of the property. The company's liability shall include all losses, costs, damages and expenses arising out of or due to any accident, bodily injury or other occurrence to any person including the company, its employees, agents, licensees and invitees that arise from or out of the company's occupancy and use of the exhibition premises, the hotel or any part thereof. [EXHIBITOR] hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify and save the hotel, its owners, its operator, Caesars Palace, and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the hotel and its employees and agents.
  - 4.2. As proof of insurance coverage, a certificate of insurance must be submitted to ISO/NICB prior to February 12, 2010. [EXHIBITOR] shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and

Contractual Liability Insurance, insuring and specifically referring to the Contractual liability set forth in this Exhibit Agreement, in an amount not less than \$2,000,000 Combined Single Limit for personal injury and property damage.

## EXHIBIT TERMS

5. EXHIBIT SERVICE CONTRACTOR: Freeman is the official exhibit service contractor for the 2010 Insurance Fraud Management Conference. Freeman may be contacted to answer any questions regarding show services at 702-407-4696.
  - 5.1. Exhibitors' Service and Information Manual: A service and information manual will be forwarded to each exhibitor after space is assigned. The Exhibitors' Service and Information Manual will contain all the forms necessary to order any services the exhibitor may require.
6. INSTALLATION, SHOW TIMES, AND REMOVAL: It is the duty and responsibility of each company to arrange for the installation of their exhibit before the opening of the exhibition and to arrange the dismantling of the exhibit immediately after the close of the exhibition.
  - 6.1. Move-In and Move-Out Hours: Installation may begin at 1:00 p.m. on Sunday, March 21, 2010, and must be completed by 5:00 p.m. on Sunday, March 21, 2010. Dismantling WILL NOT BE PERMITTED prior to 1:30 p.m. on Tuesday, March 23, 2010, and must be completed by 9:00 p.m. on Tuesday, March 23, 2010. You will not be permitted to dismantle your exhibit early for ANY REASON (including your flight schedule). FREEMAN WILL NOT DELIVER YOUR EMPTY CRATES PRIOR TO 1:30 p.m. on Tuesday, March 23, 2010.
7. ARRANGEMENT OF EXHIBITS: The company's display must be contained completely within the specified boundaries of the booth space in compliance with IAEE Standard Booth Guidelines, and no portion of the display may extend into the aisle or into any adjoining booth or other area outside the perimeters of the booth. Booths that extend more than 5' from the back wall cannot inhibit the site lines of another booth and should be higher than 4'. The display must provide sufficient standing or seating area within said perimeters to accommodate the booth attendants, as well as any anticipated stationary audiences that the display is designed to attract. All special activities such as video and multimedia presentations, concerts, fashion shows and other activities and programs that are likely to cause stationary audiences must end at least 15 minutes prior to the scheduled closing of the exhibit hall. The company may not use any portion of the aisles, entrances or other common traffic ways of the exhibit hall for the conduct or solicitation of business, for the promotion of products or services or for the distribution of literature, materials, or souvenirs.
  - 7.1. Storage of Packing Boxes and Crates: Exhibitors will not be permitted to store packing crates and boxes in their displays during the 2010 Insurance Fraud Management Conference period, but these, when properly marked, will be stored. It is the exhibitor's responsibility to mark and identify crates. Crates not properly marked or identified may be destroyed. Because of lack of storage facilities, it may be necessary to store crates outside the building. Every effort will be made to protect the crates from the elements, but neither the hotel management nor ISO/NICB will assume any responsibility for damage to them. The removal and return of large crates will be charged to the exhibitor at prevailing rates.
8. SECURITY: Guard service is provided by ISO/NICB on a 24-hour basis from move-in through move-out. The furnishing of the guards shall not be deemed to increase the liability of ISO/NICB, Caesars Palace, its employees and agents, or to modify in any way the assumption of risk and release provided for above. It is recommended that the company take precautionary measures of its own such as the securing of small or easily portable articles of value and the removal of them to a place of safekeeping after exhibit hours.
9. Rental Fee includes a 10' x 10' exhibit area, consisting of an 8-foot-high background and 3-foot-high side divider drapes. Standard headsign will contain company name, city, state and booth number. Signs will be black lettering on white board. Each booth will contain one 6' x 30" skirted table, 2 chairs, and a wastebasket.

DO NOT WRITE BELOW THIS LINE: FOR ISO/NICB USE ONLY

This application/contract is accepted and exhibit space(s) number(s) \_\_\_\_\_ is hereby assigned this date \_\_\_\_\_ by: \_\_\_\_\_

Order of Receipt: \_\_\_\_\_ Date Received: \_\_\_\_\_ Check #: \_\_\_\_\_ Amount: \$ \_\_\_\_\_