

# CS MANTECH Exhibitor Rules and Regulations

## Section A: GENERAL RULES AND REGULATIONS

This document details the Rules and Regulations for Exhibiting and Exhibitor participation at the Compound Semiconductor Manufacturing Technology (“CS MANTECH”) Conference Exhibits, as defined in Section B, “Show Specifics.”

By registering for the CS MANTECH Exhibits, the Exhibitor agrees to be bound by these rules and regulations.

### 1. PURPOSE OF EXHIBITS

The CS MANTECH Exhibits provide a forum for Compound Semiconductor (“CS”) related equipment, materials and services suppliers to educate conference attendees as to their products and capabilities. The Exhibitor is licensed to use exhibit space (“booth”) for the duration of the Exhibits. The booth will consist of an assigned 8x10’ space, delineated by “pipe and drape”. The Exhibitor agrees that they will arrange and furnish their booth so as not to obstruct the general view nor hide the exhibits of other participants. Any atypical or unusual displays will require advance approval of CS MANTECH. All graphics, logos etc. must face into the aisle or into the exhibitor’s own space. The Management accepts no liability for losses or damages of any kind sustained by the Exhibitor through participation in the Exhibits.

### 2. INSTALLATION AND DISMANTLING OF EXHIBITS

Exhibits must be completely installed and finished prior to show opening and must remain in place and staffed until the show closes. Information for installation and dismantling of exhibits will be sent prior to the show.

### 3. FIRE, SAFETY AND HEALTH

The Exhibitor assumes all responsibility for compliance with local, city and state ordinances and regulations covering fire, safety and health. All exhibit equipment and materials will be reasonably located within the booth and protected by safety guards and devices where necessary. Only fireproof materials should be used in displays and the necessary fire precautions will be taken by the Exhibitor. Aisles surrounding the exhibitor’s space must be kept clear. Exhibitors are expected to construct booths in such a manner that will accommodate expected attendees within the confines of their licensed exhibit space.

### 4. LABOR JURISDICTIONS

#### 4.1 UNION LABOR (GENERAL)

Exhibitor must comply with all union regulations applicable to assembly, drayage, dismantling and display of the Exhibits. In the interest of safety, continuity, security and control, the following are understood as exclusive services if provided by the contractor, Global Experience Specialists (“GES”): material handling, receipt/unloading of inbound Federal Express and UPS

shipments, audio visual, rigging, electrical, plumbing and custom cleaning. Should the facility provide some or all of the following services: electrical, plumbing, compressed air, sign hanging, cleaning of certain areas and phones, their work rules and union jurisdictional issues would apply for these services.

#### 4.2 EXHIBIT LABOR

All work involved in the erection, touch-up painting, dismantling, and repair of all exhibits may fall under union jurisdiction. This work is to include wall coverings, floor coverings, pipe and drape, painting, hanging of signs and/or decorative materials from the ceiling, placement of all signs, and the erection of platforms used for exhibit purposes. This does not apply to the unpacking and placement of merchandise.

Full-time employees of exhibiting companies may set their own exhibits provided that one person can accomplish the task in less than 1 hour without the use of tools. If the exhibit preparation, installation, or dismantling requires more than one (1) hour, exhibitors must use personnel supplied by the official services contractor (GES). However, please note that when union labor is required, exhibitors may provide company personnel to work along with union installer in Southern California on a one-to-one basis. Any full-time company personnel involved should be prepared to produce some type of company identification when engaged in these activities.

#### 4.3 FREIGHT HANDLING:

All work involved in the loading and unloading of all trucks, trailers and common and contract carriers, as well as the handling of empty crates and the operation of material handling equipment, is under union jurisdiction through GES. The union also has the jurisdiction of the unloading, uncrating, unskidding, leveling, as well as the reverse process.

Full-time employees of exhibiting companies may 'hand carry' material provided they do not use material handling equipment. When exhibitors do choose to 'hand carry' material, they may not be permitted access to the loading dock/freight door areas. GES will not be responsible for any material GES does not handle.

#### 4.4 ELECTRICAL

All hardwiring ordered outlets to the line side of the exhibitors' equipment is under union jurisdiction. All plugs over 120 volts will be plugged in by electrical union personnel. Exhibitors may plug in their own plugs of 120 volts to their ordered outlets.

#### 4.5 GRATUITIES:

In general, contractor's work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts in kind by any employee (union or non-union). According to their own statement, their employees are paid appropriate wages denoting professional status; therefore tipping of any kind is not allowed.

**All exhibitors are expected to comply with any union requirements in effect and as outlined in the “Show site work rules” section of the Exhibitor kit.**

## 5. FILM, SOUND DEVICES AND LIGHTING

Photography or recording within the exhibit area is prohibited except by the officially designated CS MANTECH photographer. Audio is permitted only if it is maintained at a reasonable level and is not objectionable to neighboring exhibitors. CS MANTECH retains copyright to all official photos and may use them at its sole discretion in any or all conference advertising or promotions. CS MANTECH reserves the right to restrict or prohibit the use of any objectionable lighting, unwarranted noise, or other effects that could otherwise distract from the Exhibits as a whole.

## 6. SUBLICENSING OF SPACE

Only one company shall be considered as the Exhibitor, and no other company is licensed to use the assigned booth space. The Exhibitor shall not reassign or sublicense either all, or part, of the licensed space. The Exhibitor agrees to not have representatives, equipment or materials from any other companies in their booth. Subsidiaries or affiliates are excluded from this requirement.

## 7. EXHIBITOR’S PERSONNEL AND OTHER CONSIDERATIONS

CS MANTECH reserves the right to prohibit an exhibit or any part of an exhibit including promotional materials and graphics that in its sole judgment may be considered objectionable to the Exhibits as a whole. Exhibitors are prohibited from having live animals as part of their Exhibit. Undignified methods of attracting attention will not be permitted. Booth activities, costumes, or presentations, which are undignified, tasteless, racist, sexist or otherwise offensive, are prohibited. Tampering with another exhibitor’s booth or equipment is not permitted. Exhibitor’s personnel should act courteously and not crowd other companies’ booths. Exhibitor employees and related personnel in the exhibit hall must follow a professional dress code and be attired in a businesslike, professional and tasteful manner. Exhibitor’s personnel shall conduct themselves in a professional manner at all times. Exhibits must be staffed at all times during the Exhibit’s opening hours. Exhibitors are not permitted to arrange any seminars, lectures, hospitality events etc. concurrent with the Exhibit’s opening hours that would detract or otherwise deter attendance at the Exhibits. All display materials, signs, etc. should be professionally produced. Any display deemed unprofessional in appearance will not be permitted. Exhibitors are prohibited from promoting, advertising or otherwise displaying information or invitations to seminars, meetings, or events that may be construed by CS MANTECH to be conflicting with the conference and exhibits as a whole. Canvassing in the Exhibits or advertising on behalf of non-exhibiting companies is forbidden. Any unusual or atypical activity planned by the Exhibitor must be reviewed and approved by CS MANTECH prior to the Exhibits opening.

## 8. CONFERENCE HOTEL PUBLIC SPACE

Exhibitors must have permission of CS MANTECH in order to reserve and use any meeting rooms, hospitality suites, Hotel space, ballrooms and other public space in the conference Hotel during the course of the conference.

## 9. EXHIBITOR FORUMS

On occasion that CS MANTECH elects to hold Exhibitor Forums, each Exhibitor will have the opportunity to sign up for one or more presentation slots when registering for the Exhibits. CS MANTECH will assign presentation slots on a first come, first served basis. Material presented at the forum is expected to be relevant, applicable to the product or services provided by the exhibitor and in line with the general goals of the conference to further CS Manufacturing Technology. CS MANTECH requires the title and presenter to be identified no fewer than 21 days prior to the conference. CS MANTECH assumes no liability or ownership of the material presented and content is at the sole discretion of the Exhibitor. Should CS MANTECH deem the content to be inappropriate, offensive etc. the right is reserved to terminate a forum presentation without recourse. As the forum schedule is finalized at the conference, there is no advance publicity other than that provided at the conference. Exhibitors may make reference to their forum presentation at any appropriate time or place to encourage attendance, provided it does not distract from the overall conference. CS MANTECH reserves the right to backfill any unclaimed slots with non-exhibitors or cancel the forums if there is insufficient interest from the Registered Exhibitors.

## 10. CANCELLATION OF THE EXHIBITS

Should extenuating circumstances prevent the conference from being held (e.g. fire, flood, at the designated exhibit space, hotel) CS MANTECH will first strive to make alternative arrangements. If CS MANTECH is unable to provide suitable alternatives, Exhibitor's registration fees will be refunded less any costs incurred by CS MANTECH.

## 11. ASSIGNMENT AND SELECTION OF EXHIBIT SPACE

Sign up and registration for the Exhibits is through CS MANTECH's web site, [www.csmantech.org](http://www.csmantech.org) on a first come, first served basis. Exhibitors will have their choice of available booth sites and visibility into the locations of other registered exhibitors. The floor plan (Exhibits Layout) on the website is subject to revision based on demand and take up of the booth space. The final floor plan will be made available on [www.csmantech.org](http://www.csmantech.org) prior to the conference. Special or late requests for changes will be accommodated as best possible, but are not guaranteed. CS MANTECH reserves the right to relocate exhibitors should external factors require (e.g. by the order of the fire marshal, cancellations resulting in floor plan redesign etc.)

## 12. PAYMENT AND CANCELLATION POLICY

Full payment upon application and Exhibitor registration is required. The following refund policy will apply in the case of cancellation for any reason: A 50% refund of the fee is applicable for cancellations prior to 90 days of the Exhibits opening. Exhibits' opening is as defined as the opening of the Exhibitor reception.

No refund will be granted for cancellation within 90 days of the Exhibits opening.

Cancellations must be in writing to the designated CS MANTECH Exhibits chair, Technical Program Committee Chair, or Conference Chair. Any reduction in space or consolidation (for

whatever reason) will be considered partial cancellation and subject to the above cancellation conditions.

### 13. VIOLATION OF THE RULES

If CS MANTECH, at its sole discretion, determines an Exhibitor has violated these rules, the violating Exhibitor will be warned and given an opportunity to remedy the situation. If the Exhibitor fails to correct the violation, CS MANTECH reserves the right to terminate the Exhibitor's involvement in the conference and remove any/all material, any/all personnel, force cessation of a given activity, and bar the Exhibitor from future participation at CS MANTECH.

CSMANTECH fully anticipates most issues will be readily resolved to both parties mutual interest without recourse to these options.

#### Section B: SHOW SPECIFICS

These Rules and Regulations are applicable to the following CS MANTECH Conference:  
2017 CS MANTECH Conference  
Hyatt Regency Indian Wells Resort and Spa  
Indian Wells, CA, USA  
May 22-25, 2017.

The Exhibitor hereby acknowledges receipt and agrees to comply with these regulations and CS MANTECH's enforcement of same.