

Quick Facts / Rules & Regs

CUSTOM BLOCK PRICING

The Custom Block Program is mandatory, all IMTS 2024 exhibitors are covered under this program. Exhibitors are guaranteed a price per square foot for material handling, carpet, protective covering, cleaning, and – for those that require it – machinery rigging services. Final invoices will be based on the actual pounds per square foot that each individual exhibitor brings to IMTS 2024. For more information, visit your e-Kit.

HANGING SIGN RULES AND DEADLINES

Hanging signs must be approved by GES and Show Management
Upload documents in the Hanging Sign Order Form in your e-Kit by June 30, 2024

HEIGHT RESTRICTIONS

For ALL booths:

All exposed back walls over 8 feet high must be finished. No raw walls will be allowed if they are above 8 feet high.

For booths that are in-line and less than 300 square feet:

Exhibit must remain at 4 feet high for first five feet from aisle

Applies to adjoining booths 10 ft. to 12 ft. deep

This rule may be waived by mutual consent of adjoining exhibitors

BOOTH APPROVALS

Any exhibit that is an island/peninsula, greater than 1,600 sq. ft. in area, or above 16 feet high must submit drawings to Show Management for approval by June 30, 2024.

AREA DETAILS

Certain areas of the show floor have additional rules and regulations. To view any additional rules for your booth, visit your e-Kit, or view your booth on the exhibitor floor plan.

LIVE PERFORMANCES

No live performances during show hours. Sound produced by other means should not exceed 85 decibels.

PAYMENT SCHEDULE

Payments for space are due in four installments:

10% due with return of space application

30% due June 30, 2023

30% due January 15, 2024

30% due April 15, 2024

CANCELLATION POLICY AND REFUND SCHEDULE

Cancellations made between September 1, 2022 and April 15, 2024 will adhere to the following schedule:

Date	Payment Terms	Credit to 2026	Forfeit
10/21/2022	10% Deposit		100%
06/30/2023	30% With Contract	50%	50%
01/15/2024	30% 2 nd Payment	50%	50%
04/15/2024	30% Final Payment		100%

RULES & REGULATIONS

Definitions

AMT, for the purposes of this Exhibitor Agreement (the “Agreement”), means AMT – The Association For Manufacturing Technology and its authorized agents and representatives acting with the scope of their authority. The “Show” as used in this Agreement means the International Manufacturing Technology Show to be held in Chicago, Illinois, U.S.A., September 9-14, 2024, inclusive.

“EXHIBITOR,” as used in this Agreement, means any person or company exhibiting in the Show, its representatives, agents and employees at the Show.

The decisions of AMT in interpreting this Agreement shall be final.

I. Eligibility

- A. The following products are eligible for exhibition:
 1. Manufacturing machinery, which for this purpose is defined as power-driven machines, used to shape or form materials used in manufacturing by cutting, impact, pressure, electrical techniques, or by a combination of these processes.
 2. Equipment and devices accessory to manufacturing machinery, such as assembly equipment, materials handling equipment, controls, motors, power transmission equipment, instrumentation, hydraulic and pneumatic components, lubricants and coolants, testing equipment, tools, chucks, attachments, etc.
 3. Welding machines and induction and thermal hardening and heat-treating machines and equipment, and accessories.
 4. Additive manufacturing equipment.
 5. Services and publications for manufacturing.
- B. The following companies are eligible to exhibit:
 1. Companies under whose name eligible products are manufactured or sold.
 2. Distributors who represent manufacturers of eligible products nationwide in the United States, as identified in the official space application form. However, in the case of exhibits by distributors of the eligible products of more than one manufacturer, the directory listing shall bear the names of all manufacturers of the products exhibited.
 3. Publishers or providers of services in the manufacturing technology field.
- C. Exhibits will not be grouped by national origin into single booths except in the case of governments' foreign trading organizations and foreign pavilion organizers.
- D. AMT reserves the right to deny exhibit space to any company or product, and eligibility to exhibit shall generally be a continuing requirement as of the date of the opening of the Show. However, companies and distributors who are eligible to exhibit as of the date the final Space Payment is due or paid shall be protected from disqualification under this rule or Rule VIII, due to subsequent bona fide changes in business relationships.

II. Limitation of Liability; Indemnification

- A. EXHIBITOR waives all claims of every kind against AMT, its directors, officers, members, agents, and employees including, without limitation, all claims for damages based on personal property damage, destruction, loss or theft, personal injury, cancellation of the Show, failure or refusal to provide space for any exhibit, preventing the display, operation, removal or dismantling of any exhibit, any other act or failure to act of AMT. Any refund provided by AMT to EXHIBITOR under Section III shall be AMT's sole liability, and EXHIBITOR's sole remedy, in the event of any cancellation or disruption of the Show. IN NO EVENT SHALL AMT BE LIABLE FOR (i) ANY INCIDENTAL, INDIRECT, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, LOST REVENUE OR PROFITS, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EVEN IF AMT HAS BEEN ADVISED OF

THE POSSIBILITY OF SUCH DAMAGES; AND (ii) ANY AMOUNTS EXCEEDING THE FEES PAID TO AMT HEREUNDER BY EXHIBITOR.

B. EXHIBITOR agrees to indemnify and save AMT harmless from claims by EXHIBITOR's agents or employees or by any other person, arising out of any act or omission in any way related to EXHIBITOR's participation in the Show, whether negligent or not.

III. AMT may, upon written notice, cancel the Show upon the occurrence of any circumstance beyond its control (including, but not limited to, acts of God, strikes or other labor disputes, acts of war or terrorism, government regulation, epidemic, pandemic, flood, fire or other natural disaster) that may create a risk to the health and/or safety of Show exhibitors and/or attendees, and/or that makes it illegal or impossible to conduct the Show. In the event of cancellation or disruption of the Show for any cause, AMT shall have the right to retain such part of EXHIBITOR's Space Payments as shown below:

If EXHIBITOR submitted the Deposit and/or Payment 1, AMT shall have the right to retain 100% of such payment amount. For the avoidance of doubt, EXHIBITOR is not entitled to any refund, and AMT is not obligated to refund, any payments made by EXHIBITOR.

If EXHIBITOR submitted the Deposit, Payment 1 and Payment 2, AMT shall have the right to (A) retain the Deposit and Payment 1 amounts; and (B) refund Payment 2 to EXHIBITOR.

If EXHIBITOR submitted the entire Space Payment amount (i.e. the Deposit, Payment 1, Payment 2 and Final Payment), AMT shall have the right to (A) retain the Deposit and Payment 1 amounts; (B) refund Payment 2 and Final Payment to EXHIBITOR.

IV. Installation and Removal of Exhibits

A schedule of dates for arrival and removal from the exhibit halls of exhibit material shall be announced by AMT. Any expenses caused by failure to conform to these schedules shall be paid by EXHIBITOR.

V. Dates and Hours of Show

All exhibits shall be completely installed and ready for display no later than 2:00 p.m., Sunday, September 8, 2024. Sales and distributor orientation may be conducted on Sunday, September 8, 2024, between 9:00 a.m. and 6:00 p.m.

Show dates: Monday, September 9 – Saturday, September 14, 2024

Show daily hours:

East Building Level 3 Exhibitor: 7:00 a.m. – 5:30 p.m. | Attendee: 9:00 a.m. – 5:00 p.m.

North & South Buildings Exhibitor: 8:00 a.m. – 6:30 p.m. | Attendee: 10:00 a.m. – 6:00 p.m.

West Building Exhibitor: 7:00 a.m. – 5:30 p.m. | Attendee: 9:00 a.m. – 5:00 p.m.

VI. Dismantling of Exhibits

No exhibits shall be dismantled or removed, in whole or in part, prior to close of Show, Saturday, September 14, 2024, or such other time as designated by AMT. AMT may prevent the removal or dismantling of any exhibit before the time of closing.

VII. Payment Schedule – Cancellation or Reduction of Space – Notice of Change of Plans

- A. Payments for space ("Space Payment") are due in four installments as follows:
- B. Space Payments are non-refundable except in accordance with Section III. In the event that EXHIBITOR fails to use all, or part of any space contracted for, no part of any payment hereunder with respect to unused space will be returned to EXHIBITOR. However, a percentage of the forfeited payments can be applied to IMTS 2026 for cancellations made between June 1, 2023, and April 15, 2024, based on the following schedule:

Date	Payment Terms	Cancellation Credit %	Forfeiture Amount
("Deposit")	10% Deposit		100%
06/30/2023 ("Payment 1")	30% With Contract	50%	50%

01/15/2024 ("Payment 2")	30% 2 nd Payment	50%	50%
4/15/2024 ("Final Payment")	30% Final Payment		100%

If the cancellation or reduction is made after April 15, 2024, all payments for cancelled space are forfeited.

- C. If at any time between June 1, 2023 and June 30, 2024 an EXHIBITOR determines not to use some or all the space for which he has contracted, he shall give prompt written notice to AMT of its changes in plans so that AMT may reallocate the unused space pursuant to Rule XXXIII as may be necessary or appropriate to the satisfactory arrangement and conduct of the Show. Failure to furnish the notice required by this rule shall subject an EXHIBITOR to a surcharge of 25 percent of the cost of space not used.

VIII. Rejected Display

Each exhibit shall be admitted to the Show and shall remain at the Show from day to day, subject to EXHIBITOR's continued compliance with this Agreement. AMT reserves the right to reject, eject or prohibit any exhibit or its operation in whole or in part, or to eject or refuse to admit EXHIBITOR or its representative, for failure to comply with this Agreement or with any instructions issued by AMT or for conduct deemed detrimental to the best interests of the Show. If an exhibit is rejected, ejected or prohibited for violation of this Agreement, or EXHIBITOR or its representatives is ejected or refused admission pursuant to this paragraph, EXHIBITOR shall have no recourse against AMT and no portion of the Space Payment shall be refunded.

IX. Subleasing and Identifying Other Products and Services

- A. EXHIBITOR shall not sublet any part of its space. However, an EXHIBITOR may use its space to exhibit any eligible products: (i) manufactured or sold in its own name, (ii) manufactured or sold by any company controlled or under common control with EXHIBITOR, (iii) manufactured or sold by a joint venture in which it participates, or (iv) produced or sold pursuant to a manufacturing or sales license. Comparisons or comparative tests involving actual products or equipment other than those defined immediately above as "eligible products" will not be permitted unless the manufacturer of the product or equipment concerned shall have given its prior written consent.
- B. EXHIBITOR shall not exhibit, offer for sale, give as premium, or furnish literature about any other products or services except where AMT determines that such activities are required for the proper demonstration or operation of EXHIBITOR's displays. In any case, identification of such articles or services shall be limited to the regular nameplate, imprint, or other identification, which in standard practice appears normally on the articles or in connection with the services. EXHIBITOR shall not permit persons other than its own representatives (including those of any corporate affiliate, joint venture partner, or licensee), representatives of AMT, or of officially designated labor or service sources to use its booth for any purpose.

X. Admission and Identification

Admission of EXHIBITOR's representatives and visitors to the exhibit halls shall at all times be controlled solely by AMT. EXHIBITOR's representatives shall wear identifying badge as provided by AMT throughout the Show hours, installation, and dismantling periods.

XI. Booth Representatives

EXHIBITOR may be represented in its booth by direct representatives (employees who are scheduled for actual booth work) and distributor representatives.

XII. Admission During Non-Show Hours

EXHIBITOR's representatives, distributors, and the working press shall be permitted to enter the Show two hours before the scheduled opening. Representatives of EXHIBITOR, distributors, and the working press who require earlier entrance may seek special permission at the Show Management offices on the previous day by 2:00 p.m.

EXHIBITOR's representatives, distributors, and members of the press shall be permitted to remain in the Show 30 minutes after the scheduled closing of each day. Special permission must be obtained at the Show Management office in advance if an extension of time is needed.

XIII. Photography

During the move-in and move-out periods, EXHIBITOR's personnel, agents, or other representatives acting on its behalf will be limited to picture taking within its own booth(s). During the exhibition, each EXHIBITOR has the prerogative of establishing its own policy on picture taking in its booth during Show hours and notifying visitors of the policy. During the exhibition no pictures may be taken of exhibits when the Show is closed in the respective exhibit halls without permission from Show Management. Anyone violating this Agreement will be ejected from the Show floor and must surrender his/her admission credentials.

XIV. Public Health Guidelines

EXHIBITOR and Show Management will follow all public health guidelines as outlined by the State of Illinois and City of Chicago.

XV. Attire

EXHIBITOR's representatives wearing distinctive costumes, uniforms, or shop coats, or carrying banners or signs separately or as part of their apparel, shall not be permitted to appear in the Show, except in their own booths or in their ordinary passage to and from such booths. Show management reserves the right in its sole discretion to deny admission to any EXHIBITOR or attendee whose dress or conduct is deemed to be inappropriate.

XVI. Labor and Services

EXHIBITOR shall employ only labor made available from sources officially designated by AMT for the installation, maintenance, and dismantling of its exhibit, and shall use only the service organizations officially designated by AMT for all services in connection with the installation, maintenance, cleaning, and dismantling of exhibits and in connection with the operation of projection devices.

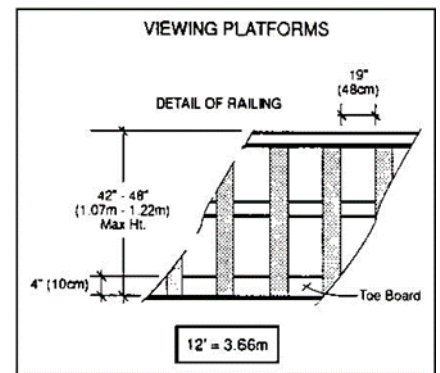
XVII. Conditions for Displays

All special exhibit units shall be fabricated in accordance with this Agreement and such additional instructions as may be issued from time to time by AMT. All display material made in the United States shall bear appropriate A.F.L.-C.I.O. union labels.

A. EXHIBITOR may submit sketches of and specifications for proposed exhibits. AMT shall advise the EXHIBITOR regarding the acceptability of its proposed exhibit under show rules; but reserves the right to require changes before or after the exhibit is installed.

B. Height restrictions for booth construction – see attached Addendum. (Please note upper limit on booth construction in relation to ceiling height.)

C. The use of viewing platforms is permitted. Elevated platforms shall have guardrails and toe boards so as to minimize injury to persons working on or below such platforms. Railings shall consist of a top rail, intermediate rail, and posts, and shall have a vertical height of at least 42 inches (106.68 cm) from the upper surface of the top rail and the floor. The intermediate rail shall be approximately halfway between the top rail and the floor. Openings between the top rail surface and any other surface, such as the intermediate rail or toe boards, shall not exceed 19 inches (48.26 cm). Toe boards 4 inches (10.16 cm) high shall be installed on each platform unless the space between the top rail and platform floor is enclosed with some type of material (such as Plexiglas) that provides protection from falling objects to persons working or walking below the platform.

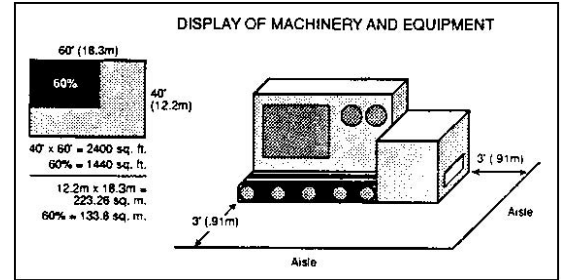


Stairways leading to the viewing platform shall comply with OSHA regulations 1910.24 (fixed industrial stairs) and 1910.23 (guarding floor and wall openings and holes). Applicable subsections

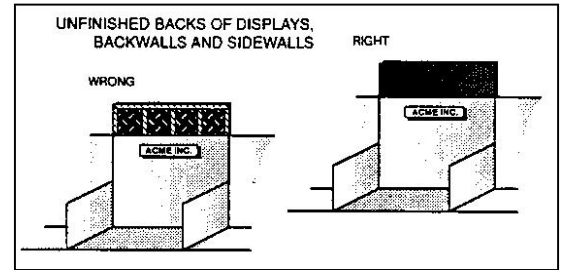
of 1910.24 are: (a) application of requirements, (c) stair strength, (e) angle of stairway rise, (f) stair treads, (h) railings and handrails, and (j) open risers. Applicable subsections of 1910.23 are: (d) stairway railings, handrails, and guards, (e) railings, toe boards, and cover specifications, and (k) open risers. All multi-level exhibits with access via stairways or ramps to a second level require the approval of AMT Show Management and must follow Chicago Fire Department Codes. Full detail exhibit plans must be submitted to Show Management by July 1, 2024.

Any violations of these rules may cause the platform to be discontinued.

- D. Machines shall be displayed as much as possible in positions comparable to their actual installation in shops, and shall not be mounted on pedestals, platforms, or other height-increasing devices, except turntables, which shall be limited to a height of 18 inches (45.72 cm). However, skids of normal size may be left under machines when conditions require, and machines may be supported above the floor to avoid cutting a pit for part of the machine. The space occupied by machinery and equipment shall not exceed 60% of the total exhibit space, and operating equipment shall be at least three feet (.914 meter) from any aisle. AMT shall have the final approval for equipment placement.



- E. Multi-sided signs, projection screens or logos may not face an adjacent exhibitor less than or within 10 feet (3.04 meters) of the adjacent exhibitor. This will include back walls, side panels, headers, and towers. They must also not be visible from adjacent EXHIBITOR when displayed on fabric/curtain. Hanging signs are exempt from this rule, since height is greater than 16 feet.



Any signs with unfinished or unpainted backs must be draped, and those not exceeding 24x24 inches (60.96 x 60.96 cm), may be placed directly against machine. EXHIBITOR shall not display signs referring to the products of another company other than an affiliated company or other EXHIBITOR. Should the wording or appearance of any sign in EXHIBITOR's booth be deemed by AMT to be contrary to the best interests of the Show, EXHIBITOR shall make such changes as requested by AMT.

All hanging sign renderings must be approved in writing by AMT. Please upload documents in the Hanging Sign Order Form in your e-Kit checklist by June 30, 2024. This should include relationship of sign to perimeter of booth, front elevation view showing sign height over booth and sign content. Hanging signs weighing more than 500 lbs. must include a signed and stamped (current to 2024) certificate from a licensed structural engineer which attests to the actual hanging material weight, structural integrity and the method of support for the sign. Hanging signs suspended from hanging truss are subject to special height regulations.

See Table XXXIV Addendum for complete signage regulations for each building and hanging method.

- F. Fabric floor coverings, linoleum, tile, and safety mats may be placed on booth floors. All flammable materials must be flameproof (see Section XXVI).

G. LASER SAFETY

Exhibits including lasers or laser systems shall comply with all applicable safety standards including: 1) the guidelines provided in the American National Standard, "Safe Use of Lasers" – ANSI Z136.1-2014; 2) "Safety Requirements for Machine Tools Using Lasers for Processing Materials" – ANSI B11.21-2006; 3) the Federal Regulations, 21 CFR 1040.10 and 1040.11 of the DHHS Federal Laser Product Performance Standard; 4) any other applicable standard.

To purchase a copy of the above ANSI Standards, visit: www.ansi.org

H. VENTING EXHAUST INTO ADJACENT BOOTHS

All air conditioners, air handlers, and HVAC systems used in any enclosed office area, conference, meeting, and/or closing room must be vented to the interior of the booth and must be equipped with (1) a vertical air deflector for exhausted air and (2) sound reduction materials to decrease noise. Exhausted air must be directed upwards and may not be directed into any adjoining booth, aisles, walkways or a common back wall.

I. STORAGE OF ANY KIND IS FORBIDDEN

Storage of any kind is forbidden inside the display area, behind the back drapes, or beyond the display wall. All cartons, crates, containers, packing materials, etc. which are necessary for repacking must be labeled with "EMPTY" stickers and removed from the show floor. All unwanted containers and refuse should be placed in the aisle directly in front of the exhibit. Only a one-day supply of operational and advertising material may be stored inside the exhibit.

XVIII. Illumination

Lighting and projection must be confined within the boundaries of the booth and should not project into other booths or into the aisles.

XIX. Smoking is Prohibited

Smoking is prohibited except in designated areas.

XX. Sound Devices

No live performances during show hours. Sound produced by other means (See Section XIX) should not exceed 85 decibels and not disrupt neighbors' activities relating to normal conversation. Machine operating noise is exempt from sound rule (See Section XXII). AMT reserves the right to curtail any sound device.

XXI. Movies-Slides-Television

EXHIBITOR may project slides, motion pictures, last imaging, and television images within its own booth, up to the height limitations for displays specified in Section XVII, provided that projection equipment, screens, and sound equipment shall be located so that they are not objectionable to neighboring exhibitors, and viewers do not obstruct aisles. Plans or sketches for all projections must be submitted to AMT Show Management by June 30, 2024. AMT reserves the right to curtail any sound device. EXHIBITOR assumes responsibility for compliance with union requirements relating to projection equipment and sound devices.

XXII. Noise

EXHIBITOR shall cooperate in eliminating or reducing as much as possible the noise caused by operation of machines. Enclosures are required for equipment used in high-speed metal forming and metal cutting operations. Noisy or obstructive work during the open hours of the Show is prohibited. Display involved noise that tends to interfere with ordinary conversation in adjacent booths shall be subject to such restrictions as to the location, frequency, and other conditions of operation as AMT in its discretion may impose.

XXIII. Guarding of Robots

- A. Adequate fencing and/or shielding of all robot demonstrations shall be provided to prevent attendees from contacting the robot and/or its arc of movement by reaching over, under or around such protection.
- B. Robot demonstrations shall always be supervised. When the robot is not being demonstrated, it must be deactivated in a foolproof manner so that unauthorized personnel cannot activate it.
- C. Positive stops shall be built into each robot to prevent swing of its arms or movement into aisles and/or unguarded booth space.
- D. A check should be made to determine stability, particularly of those robots operating with high columns and any unstable condition must be corrected.
- E. Robots must be classified as "collaborative" if they are to be displayed without safeguards.
- F. All other "industrial robots" must employ virtual fences at the least.

- G. Virtual fences are not a space saving solution.
- H. The collaborative robot default force limit of 150 N is calibrated for arms and hands. If people are to lean in for a closer look at the device (exposing their head and neck), the force limit should be reduced well below default.
- I. A risk assessment is recommended.

XXIV. Electrical Wiring

Electrical wiring shall conform to the National Fire Protection Association NFPA 79 Electrical Standard for Industrial Machinery 1979 Edition or superseding standards and the Chicago Electrical Code. Wires laid across floors shall be guarded by wood, metal, or other acceptable covers. All wiring for machines and displays must include one wire for ground.

XXV. Safety

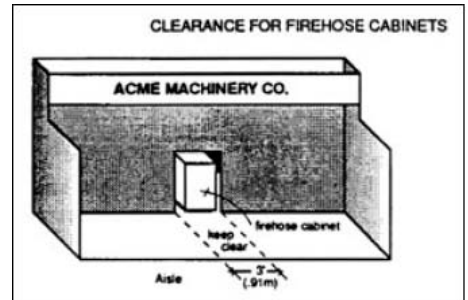
EXHIBITOR shall comply fully with the Illinois Health & Safety Act, and with all applicable rules and regulations of the Chicago Fire Department. No vehicles, manual or powered, shall be operated anywhere in the exhibit halls during the open hours of the Show. Any exhibited vehicle shall only have one gallon of fuel in the gas tank and vehicle battery must be disconnected.

XXVI. Flammable Material – Heating Devices

No flammable materials as defined in the rules and regulations of the Chicago Fire Department, including decorative material and machine covers, shall be permitted within the Show area or within EXHIBITOR's booths. In connection with each fabric used in a booth, EXHIBITOR shall have, as required by the rules and regulations of the Chicago Fire Department, an affidavit establishing that it has been flame proofed, the date of the flame proofing, the type of chemical used, the process employed, and the name and address of the processor.

Gas or oil furnaces shall not be used in heat banks or slugs for demonstrating forging machines. Induction heaters must be approved by the Chicago Fire Department.

Exhibitor shall make certain that fire hose cabinets, alarms, and extinguishers within its booth are always visible and accessible. EXHIBITOR shall have readily available within its booth one 10-pound dry chemical-type fire extinguisher for each 2,500 sq. ft. (232 sq. meters) of booth space or fraction thereof.



XXVII. Removal of Chips (Swarf) – Delivery of Materials

Finished work and chips (swarf) shall be removed each day, only after the Show's closing time, and materials shall be delivered only during non-show hours.

XXVIII. Damage to Buildings

EXHIBITOR shall surrender the space occupied by it in the same condition as it was at the commencement of its occupation, normal wear accepted, and shall be fully liable for the cost of restoring the space to its former condition if it does not comply with this provision. EXHIBITOR shall not fasten machines or equipment to the floor by drilling into floor level or by use of adhesives or sink machines below floor level. To make special provision for stabilizing machines, EXHIBITOR is required to obtain prior written permission from Show Management. If such permission is granted, all expenses involved shall be borne by the EXHIBITOR.

All costs for removing adhesive-backed, pressure-sensitive stickers and labels from floors, columns, walls, signs, other booths, etc. – anywhere in the exhibit halls – will be charged to the EXHIBITOR whose product they advertise.

XXIX. Lotteries, Contests

No casino-type games are permitted.

XXX. Distribution of Literature, Samples, Souvenirs, Food, Drink, Etc.

Samples, souvenirs, shopping bags, catalogs, pamphlets, publications, etc. shall not be distributed except from within EXHIBITOR's booth(s) and in accordance with the provisions of Section XXXI. Adhesive-backed, pressure sensitive stickers and labels shall not be distributed on Show site. Violations of this rule shall be deemed conduct detrimental to the best interests of the Show and will also subject the EXHIBITOR to any cleaning and repair charge incurred to remove them from floors, walls, columns, other booths, etc. Any food or beverage items distributed by EXHIBITORS to attendees must be purchased and supplied by contracted McCormick Place Food Services (Savor...).

XXXI. Obstruction of Aisles or Nearby Booths

Any demonstration, live performance, or other activity that results in obstruction of aisles or that prevents ready access to a neighboring booth shall be suspended as AMT in its discretion may specify.

XXXII. Resolution of Disputes

AMT shall have the right, but not the obligation, to resolve disputes or disagreements between exhibitors, or between exhibitors and official contractors or labor unions. In the event of a dispute or disagreement, final resolution as specified by AMT shall be binding on the EXHIBITOR.

XXXIII. Relocation of Exhibits

AMT reserves the right to relocate exhibits in a space other than the one specified in this Agreement if, in its judgment, such relocation is necessary or appropriate to the satisfactory arrangement or conduct of the Show. No relocation shall be made, however, without affording EXHIBITOR full opportunity to indicate a preferred substitute location, but any decision by AMT with respect to relocation shall be final and shall not relieve EXHIBITOR of any obligation under this Agreement.

XXXIV. Free On-Site Services

Companies wishing to provide complimentary services (e.g. tooling, tool sharpening, coolants, oil, transportation, and other services related to the Show) must be IMTS 2024 EXHIBITORS. AMT reserves the right to deny exhibit space to any company or product that is not applicable to the Show or its exhibitors.

XXXV. Additions and Amendments to the Rules

AMT may from time to time amend this Agreement as it deems necessary for the orderly presentation of the Show, provided that such amendment shall not substantially diminish the rights or increase the liability of EXHIBITOR.

XXXVI. Good Neighbor Policy

To provide all EXHIBITORS with effective access to attendee traffic, exhibits must conform to IMTS Trade Show booth design codes that ensure safety and protect line of sight for all exhibitors.

IMTS requires all peninsula/island EXHIBITORS to uphold the following "Good Neighbor Policy":

1. As standard procedure, every peninsula/island EXHIBITOR must submit an exhibit drawing to AMT Show Management not later than June 30, 2024 – no exceptions.
 - i. The drawing must include dimensioning in such detail that will allow AMT Show Management to determine that there are clear sightlines which will not create competitive disadvantages for neighboring exhibitor.
 - ii. For any deviation of show rules that may be in direct conflict, or subjective, EXHIBITOR must request a Rule Variance (on or before June 30, 2024). AMT Show Management will respond to all Rule Variance requests by July 15, 2024.
2. Peninsula/island exhibitors who do not provide booth drawings for approval will not receive credentials for the show until they do so.
3. If EXHIBITOR constructs an out-of-regulation booth without receiving an approved Rule Variance, the EXHIBITOR will be subject to the following actions at the discretion of AMT Show Management:

- i. EXHIBITOR will comply with IMTS booth design rules by modifying their booth design on-site during move-in, complete, and pay all associated charges two days prior to the opening day of the event.
- ii. EXHIBITOR will completely disassemble their booth and choose not to exhibit in the show. EXHIBITOR will forfeit booth fees and booth location in following year's show.

EXHIBITORS are required to conduct themselves and operate their exhibit so as not to annoy, endanger, or interfere with the rights of others at the show. AMT Show Management reserves the right to deny access to the show floor to EXHIBITORS not conducting themselves in a professional, ethical, and otherwise appropriate manner.

Existing show rules require EXHIBITORS to conduct all booth activities within the confines of their exhibit space and not interfere with aisle traffic flow or access to neighboring exhibits. Activities may not disturb neighboring booths. Demonstrations, booth giveaways, and literature must directly relate to the exhibiting company product, business, or mission, and not be offensive in any manner.

XXXVII. LED Wall Rules & Guidelines

LED Display surfaces to include, but not limited to: LED walls partially or fully supported from overhead, ground supported, or supported by a booth structure. Must be pre-approved by Show management, GES, and FREEMAN; comply with current ESTA/ANSI/OSHA standards; and be accompanied by a stamped drawing from a USA structural engineer licensed in Illinois with current credentials in good standing.

- A. This drawing will include the following items:
 - 1. Attachment points, how many and placement, must use rated hardware purpose built for the intended application.
 - 2. If being supported by a floor standing structure, the structural engineer must call out weights and how they are planning to be dispersed either to the floor via direct connections or through a support structure (truss, steel frame work, base plates, etc.). These weights must also include the use of any counter balance or ballast weight.
 - 3. They must specify connections bolt type and rating to be used to diminish any misunderstanding or end user misinterpretation.
 - 4. Specify if ceiling report or attachment is required for primary or secondary support or suspensions of the structure.
- B. Any structure suspended or attached with truss must comply with current ANSI standards for truss inspections and use.
- C. Any shop-built structure or support framework not specifically designed by the LED Surface Manufacturer must be stamped with approval of a USA structural engineer licensed in Illinois with current credentials in good standing.
 - 1. Must provide the contact information for the firm or engineer with which the study was completed.
- D. If at any point the approved design is deviated from in any way, show management, GES, and FREEMAN reserve the right to contact the firm or engineer for a consultation or re-evaluation at the client's expense.
- E. Show management, GES, and FREEMAN reserve the right to add additional support either floor or hung if any part of the display surface seems unsafe or dangerous. Including additional expenses incurred by the client and or dismantling of your structure.
- F. Show management, GES, and FREEMAN reserve the right not to install any structure deemed not safe by a qualified person.

XXXVIII. Insurance

EXHIBITOR shall maintain commercial general liability and property damage insurance, with at least \$2,000,000 in aggregate coverage. Exhibitor will require that such policy names AMT as an additional insured and waives EXHIBITOR's right of subrogation against AMT. Upon AMT's request, EXHIBITOR will deliver a certificate of insurance indicating such coverage.

XXXIX. Miscellaneous

This Agreement and any dispute arising hereunder shall be governed by the laws of the Commonwealth of Virginia, without regard to conflicts of laws, provisions, and excluding the United Nations Convention on Contracts for the International Sale of Goods. Any legal action, suit or proceeding brought by either party seeking equitable relief shall be brought in the United States District Court for the Eastern District of Virginia or in the state courts of the Commonwealth of Virginia, and each party hereby accepts and submits to the jurisdiction of each of the aforesaid courts with respect to any action, suit or proceeding brought by it or against it or against it by the other party, and irrevocably waives any objection as to venue therein, and further agrees not to plead or claim in any such court that any such proceeding has been brought in an inconvenient forum. This Agreement contains the entire agreement of the parties with respect to its subject matter and supersedes any prior or contemporaneous understandings or communications (oral or written) regarding such subject matter. No delay or omission to exercise any right or remedy accruing to either party hereunder shall impair that right or remedy, or be construed to be a waiver of any breach or default. No waiver of any provision of this Agreement shall be valid unless in writing and signed by the waiving party. The following Sections shall survive the expiration or any termination of this Agreement: II, VII, and XXXIX.

In the case of misunderstanding in translation, the English version shall be the official interpretation.

ADDENDUM

I. Conditions for Displays

Restrictions for Booth Construction:

For ALL Booths:

- Exposed back walls have no restrictions except when the backside is over 8 ft. it must be finished. No raw walls will be allowed if they are above 8 ft. high.
- Any exhibit above a 16 ft. height must submit drawings to Show Management for approval (Section XVII, Paragraph C).
- Signs to be hung from the ceiling must be approved by GES and Show Management (Section XVII, Paragraph E).

For exhibits that are in-line and less than 300 sq. ft.:

- Exhibit must remain at 4 ft. for first 5 ft. from aisle. This rule applies only when 10 ft. to 12 ft. deep booths adjoin each other. This rule may be waived by *mutual consent* of adjoining exhibitors.

North Hall B2

- No double decker booths allowed in this area
- Walls cannot exceed 12 ft. high

East Building (Lakeside Center) Level 3 Ballroom

- No hanging signs
- No plumbing services are available
- No double decker or double tiered booths
- This area has been designated by MPEA for exhibits only – *absolutely no machinery will be permitted in this area.*

East Building (Lakeside Center) Level 2

- Walls cannot exceed 12 ft. high
- Columns are 36" and 28" in diameter
- Columns can only be decorated if positioned completely within booth space

West Building Foyer

- No double decker booths allowed in this area
- Walls cannot exceed 12 ft. high

II. Hanging Sign Regulations

Hanging sign form due to Show Management June 30, 2024

South Building

- Ceiling Height: 40 ft.
- Allowed sign height: 16 ft. from bottom of sign to floor

North Building

- Ceiling Height 18 ft. – 40 ft.
- Allowed sign height
 - North Front B1: 16 ft. from bottom of sign to floor
 - North Rear B2: 10 ft. from bottom of sign to floor

East Building Level 2

- Ceiling Height: 15 ft
- Allowed sign height: 10 ft. from bottom of sign to floor

East Building Level 3

- Ceiling Height: 47 ft. – 50 ft.
- Allowed sign height: 16 ft. from bottom of sign to floor

- **Exception:** no hanging signs in East Ballroom

West Building

- Ceiling Height: 40 ft.
- Allowed sign height: 16 feet from bottom of sign to floor
- **Exception:** Foyer – No hanging signs for booths under 2,000 sq. ft.