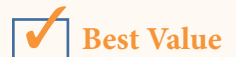


# 2010 OCALI Conference Exhibit Booth Packages

## Premium

The **Premium Booth** package is the top tier exhibiting opportunity at the **2010 OCALI Conference and Exposition**. Premium exhibitors receive first choice of booth location. In addition, the first twelve (12) exhibitors to sign up at the Premium level also receive one (1) 75-minute session in a private meeting room, allowing further demonstration of products and services to an attentive audience.



Package Includes  
75-minute session!

The **Premium Booth** package includes:

- ▶ 10' x 10' booth with 8' back drape and 3' side drape in conference colors
- ▶ First choice of booth location
- ▶ 6' long, 30" high covered and skirted table
- ▶ Two chairs
- ▶ Black carpet
- ▶ Wastebasket
- ▶ 7" x 44" ID sign
- ▶ Four (4) full-conference registrations (1 director or equivalent and up to 3 staff members; additional exhibitor registrations can be purchased for \$50 each)
- ▶ One 75-minute breakout session in a private meeting room\*
- ▶ Meeting room will include a standard room set:
  - LCD projector and projection screen
  - Wired lavalier microphone
  - Sound system
- ▶ Exhibitor name, **logo\*\***, contact info and 500-character description published in the conference program
- ▶ Exhibitor name and URL listed on conference website

Special Early Bird Rate!

~~\$1,200\*~~

\$1,400

\* Session limited to first 12 premium booth registrants. Sessions will be scheduled on a first-come, first-served basis. Breakout sessions will occur during the regular conference session schedule (TBD).

\*\*Logo must be submitted in high-quality (minimum 300 DPI) print-ready format. Preferred file types: Adobe Illustrator (AI), EPS or TIFF.

## Standard Plus

The **Standard Plus Booth** package is the solution for the exhibitor who needs a complete booth set up. The **Standard Plus Booth** package includes:

- ▶ 10' x 10' booth with 8' back drape and 3' side drape in conference colors
- ▶ 6' long, 30" high covered and skirted table
- ▶ Two chairs
- ▶ Black carpet
- ▶ Wastebasket
- ▶ 7" x 44" ID sign
- ▶ Three (3) full-conference registrations (1 director or equivalent and up to 2 staff members; additional exhibitor registrations can be purchased for \$50 each)
- ▶ Exhibitor name, contact info and 500-character description published in the conference program
- ▶ Exhibitor name and URL listed on conference website

Special Early Bird Rate!

~~\$1,000\*~~

\$1,200\*

## Standard

The **Standard Booth** package provides a booth "shell" and is intended for those exhibitors who prefer to customize their booth with their own furnishings. The **Standard Booth** package includes:

- ▶ 10' x 10' booth with 8' back drape and 3' side drape in conference colors
- ▶ Black carpet
- ▶ 7" x 44" ID sign
- ▶ Three (3) full-conference registrations (1 director or equivalent and up to 2 staff members; additional exhibitor registrations can be purchased for \$50 each)
- ▶ Exhibitor name, contact info and 500-character description published in the conference program
- ▶ Exhibitor name and URL listed on conference website

Special Early Bird Rate!

~~\$800\*~~

\$1,000\*

## Non-Profit

The **Non-Profit Booth** package is for 501(c)(3) exhibitors\*\*. The **Non-Profit Booth** package includes:

- ▶ 10' x 10' booth with 8' back drape and 3' side drape in conference colors
- ▶ 6' long, 30" high covered and skirted table
- ▶ Two chairs
- ▶ Black carpet
- ▶ Wastebasket
- ▶ 7" x 44" ID sign
- ▶ Three (3) full-conference registrations (1 director or equivalent and up to 2 staff members; additional exhibitor registrations can be purchased for \$50 each)
- ▶ Exhibitor name, contact info and 500-character description published in the conference program
- ▶ Exhibitor name and URL listed on conference website

\*\*Must submit a copy of organization's 501(c)(3) certificate along with exhibitor agreement form.

Special Early Bird Rate!

~~\$500\*~~

\$700\*

\*Exhibitor Agreement must be received or postmarked by June 30, 2010, to qualify for Early Bird pricing.



## Exhibitor Information

Company/Organization Name:	
Address:	
City/Town:	State/Province:
Zip/Postal Code:	Country:
Telephone:	Website URL:
Exhibitor Description (maximum of 500 characters to be published in the 2010 Conference program; attach a separate sheet, if necessary):	

## Primary Contact\* Information

Contact Name:	Role/Job Title:
Address:	
City/Town:	State/Province:
Zip/Postal Code:	Country:
Email Address:	
Telephone:	

\*Please list one primary contact to receive all communications and information (including the Exhibitor Services Manual) for the 2010 OCALI Conference and Exposition.

Exhibit Booth Packages					Booth Location	
Package Type	# of Packages	Cost per package	Early Bird Special*	Total	Exhibit Hall space will be assigned on a first-come, first-served basis, with first preference given to Premium Booth Exhibitors. Exhibit Hall Management will attempt to accommodate all requests but cannot guarantee booth number or location.	
Premium		\$1,400	\$1,200		Requested Booth Number**:	
Standard Plus		\$1,200	\$1000		Requested proximity to other exhibitors (list by name):	
Standard		\$1,000	\$800		Requested separation from other exhibitors (list by name):	
Non-Profit**		\$700	\$500			
Exhibit Table Package						
Exposition 2010		\$100				

\*Exhibitor Agreement must be received or postmarked by June 30, 2010, to qualify for Early Bird pricing.


\*\*Must submit copy of 501(c)(3) certificate along with Exhibitor Agreement.


\*\*Booth packages only. Table packages will be assigned a table location on a first-come, first-served basis.

Order Information	
Total Packages:	
Total Amount:	
50% Deposit Due:	
Deposit is due within 30 days of submitting signed agreement*	
Amount Enclosed:	
Balance Due:	
*All payments must be in US dollars. Payment in full is required after July 31, 2010.	

Payment Information			
<input type="checkbox"/> Check	Check #:	Make checks payable to the ESC of Central Ohio. Returned checks will be assessed a \$40.00 fee.	
<input type="checkbox"/> Credit Card	<input type="checkbox"/> Discover	<input type="checkbox"/> MasterCard	<input type="checkbox"/> VISA
Credit Card #:		Card Code***:	
Expiration Date (MM/YY):		Credit Card Holder Name:	
Billing Address:			
City/Town:		State/Province:	
Zip/Postal Code:		Country:	

\*\*\*Three- or four-digit verification code located on the back of the credit card. The card code is used to help validate a credit card transaction.

 **Authorized Representative** - Please review the *Regulations, Terms and Conditions* on the following page, and **sign** where indicated. Agreement is not considered complete and will not be processed until signed by authorized representative.

Mail BOTH PAGES of completed Exhibitor Agreement to:  
 2010 OCALI Conference - Exhibitor Agreement  
 470 Glenmont Ave. | Columbus, OH 43214 USA

For Show Management Use Only	
Booth Number(s) Assigned:	Date:
Payment Received:	Date:
Balance Due:	Balanced Received:

# Regulations, Terms and Conditions

## 2010 OCALI Conference and Exposition

Conference: November 17-19, 2010 | Exhibition: November 16-18, 2010 | Greater Columbus Convention Center | Columbus, OH USA

<b>General Information</b>	<b>Exhibitor Manual</b>
<p>The 2010 OCALI Conference and Exposition ("CONFERENCE") is hosted and managed by the Ohio Center of Autism and Low Incidence ("OCALI"), a partnership under the governing board of the Educational Service Center of Central Ohio ("ESCCO"). OCALI provides access to space-at a cost-to approved entities ("EXHIBITOR") at the CONFERENCE. Exhibit space will be assigned on a first-come, first-served basis as determined by Show Management ("SHOW MANAGEMENT"). Acceptance of an exhibit is in no way to be construed or promoted as an endorsement by OCALI. SHOW MANAGEMENT makes no representations or warranties of any kind regarding the CONFERENCE, the number of attendees, merchantability and/or fitness for EXHIBITOR purpose. Approval to exhibit at the CONFERENCE is contingent upon approval by OCALI under the guidance of the CONFERENCE Steering Committee. All approved EXHIBITORS must fulfill the spirit and intent of the Autism Society of America's (ASA) Options Policy and its emphasis on informed consumer choice. SHOW MANAGEMENT may restrict, prohibit or evict any Exhibitor(s) whose exhibit does not comply with the rules and regulations outlined in this agreement ("AGREEMENT") and associated with the CONFERENCE - including, but not limited to those found in the Exhibitor Services Manual ("MANUAL"); is misleading or deceptive, is in poor taste or unsuitable to exhibit, or whose exhibit, products, publications or materials because of noise, method of operation, or otherwise may detract from the general character of the CONFERENCE. In such an instance, EXHIBITOR shall restrict its exhibit or forfeit the exhibit space and dismantle, remove and vacate the exhibit space as requested or ordered by SHOW MANAGEMENT.</p>	<p>The MANUAL will be sent to EXHIBITOR no later than Thursday, July 1, 2010. The MANUAL will include, but is not limited to: shipping instructions to advance warehouse, materials handling information, additional EXHIBITOR rules and regulations, move-in/move-out schedules and service agreement forms for the rental or purchase of equipment, furniture, audio/visual equipment, utilities or Internet access for the exhibit hall. EXHIBITOR is required to use official CONFERENCE contractors for services and/or equipment. EXHIBITOR is solely responsible for all arrangements and payment(s) corresponding to services or products included in the MANUAL. SHOW MANAGEMENT assumes no responsibility or liability for the performance, delivery or suitability of any services or products purchased, rented and/or secured through the MANUAL.</p>
<b>Agreement Acceptance</b>	<b>Food and Beverages</b>
<p>Acceptance of EXHIBITOR is at sole and absolute discretion of SHOW MANAGEMENT under the guidance of the CONFERENCE Steering Committee. An application to exhibit is not considered accepted until EXHIBITOR is notified in writing by SHOW MANAGEMENT of the acceptance. Upon receipt, SHOW MANAGEMENT will review application - including requested booth number, requests for proximity to or separation from other EXHIBITORS - and assign EXHIBITOR to a booth(s) location. A 50% deposit is required within thirty (30) days of submission of completed agreement. Failure to provide 50% deposit may result in the termination of this AGREEMENT and the reassignment of booth space to another EXHIBITOR. Payment in full is required of all EXHIBITORS after Friday, July 31, 2010. EXHIBITOR will not be permitted to erect a display until space rental is paid in full. Checks should be made out to ESCCO. All accepted applications are subject to the regulations, terms and conditions contained within this AGREEMENT, MANUAL and/or set forth by the Greater Columbus Convention Center ("GCCC"). SHOW MANAGEMENT reserves the right to terminate this agreement with written notice if EXHIBITOR breaches any of the regulations, terms or conditions contained herein and in the MANUAL, including failure to make payment when due under the terms of this AGREEMENT.</p>	<p>ARAMARK is the exclusive food and beverage provider of the GCCC. All foods and beverages must be ordered through ARAMARK. No alcohol is permitted in the exhibit hall at any time during the CONFERENCE. Preparation and/or serving of any type of food or beverage within the exhibition area is prohibited without the prior written consent of SHOW MANAGEMENT and/or ARAMARK. SHOW MANAGEMENT and ARAMARK reserve the right to bill the EXHIBITOR for the actual cost plus a determined fee for any food or beverage item brought into the GCCC without prior written consent from SHOW MANAGEMENT and/or ARAMARK.</p>
<b>Floor Plan</b>	<b>"Good Neighbor" Policy</b>
<p>The CONFERENCE Exhibit Hall Floor Plan is developed and maintained by OCALI and is the official floor plan for the CONFERENCE. OCALI reserves the right to change the CONFERENCE Exhibit Hall Floor Plan at any time to best accommodate the overall needs of the CONFERENCE. Exhibit space assignments will be determined at the sole discretion of OCALI and memorialized in this AGREEMENT. OCALI reserves the right to reassign EXHIBITOR with notice if determined by OCALI and/or SHOW MANAGEMENT to be in the best interest of the CONFERENCE.</p>	<p>EXHIBITOR agrees to adhere to CONFERENCE'S "Good Neighbor" Policy ("POLICY") as a condition for participation in the CONFERENCE. Display materials and/or products should not obstruct the sight lines of neighboring booths and/or intrude upon or in any way invade the space of neighboring booths. EXHIBITOR'S booth items should not exceed the height of the back drape (8') or side drape (3') excluding items which are "flown" or rigged above booth at EXHIBITOR'S expense or those which are approved by SHOW MANAGEMENT. Music, voices (regular and amplified) and booth noise shall be at appropriate sound levels at all times and must not interfere with other exhibitors. SHOW MANAGEMENT shall determine and enforce acceptable volume levels for all participants in the exhibit hall. EXHIBITOR is not permitted to leave the CONFERENCE prior to the closing of the Exhibit Hall on Thursday, November 18, 2010.</p>
<b>EXHIBITOR Representation</b>	<b>Exhibitor Sales of Products or Services</b>
<p>EXHIBITOR will name one (1) individual to act as its authorized representative for all decisions regarding the exhibit throughout the duration of the exhibition agreement.</p>	<p>EXHIBITOR is responsible for collecting and remitting applicable sales and use taxes to the State of Ohio and/or any and all local jurisdictions for EXHIBITOR'S sales of products or services. EXHIBITOR will submit to SHOW MANAGEMENT a completed sales tax form and/or tax identification certificate within two (2) business days of request. OCALI assumes no responsibility regarding EXHIBITOR sales and will cooperate with officials of the State of Ohio to make available requested information and/or to provide access to such officials to the exhibit area.</p>
<b>Exhibition Hours</b>	<b>Security and Insurance</b>
<p>Exhibit Hall Hours for the CONFERENCE will be:  <b>Tuesday, November 16, 2010   9:00 am - 3:00 pm EST (EXHIBITOR Move-in)</b>  <b>4:00 - 8:00 pm EST (2010 OCALI Exposition)</b>  <b>Wednesday, November 17, 2010   8:00 am - 4:30 pm EST</b>  <b>Thursday, November 18, 2010   8:00 am - 4:30 pm EST</b>  <i>Exhibition strike, dismantling and/or packing of booth space will commence no sooner than 4:30 pm EST on Thursday, November 18, 2010.</i></p>	<p>Twenty-four (24) hour peripheral security will be provided starting Tuesday, November 16, 2010 and continuing through the end of the CONFERENCE on Thursday, November 18, 2010. Security personnel will be on duty during setup, overnight Tuesday and Wednesday November 16 and 17 and during dismantling of exhibit hall on November 19. OCALI and SHOW MANAGEMENT expressly disavow any responsibility for the protection of EXHIBITOR'S booth materials, or display during the CONFERENCE, and EXHIBITOR hereby releases each of them from any and all claims, losses, damages and expenses arising out of any losses to any thereof. EXHIBITOR shall utilize lock boxes and/or arrange for its own security in its booth, as appropriate, at its own expense. EXHIBITOR shall be able to provide a certificate of insurance to cover exhibit material(s) against damage or loss and public liability insurance against injury to the person and property of others. EXHIBITOR shall certify, at its own expense, the provision of insurance for the protection of EXHIBITOR'S property against fire, theft, vandalism, or destruction by any cause. SHOW MANAGEMENT assumes no risk or responsibility by the acceptance of this AGREEMENT. EXHIBITOR expressly releases OCALI and SHOW MANAGEMENT from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental/occupation of exhibit booth and/or participation in CONFERENCE.</p>
<b>EXHIBITOR Participation</b>	<b>Indemnification</b>
<p>Any space not occupied by 3:00 pm EST on Tuesday, November 16, 2010, unless arrangements for delayed occupancy have been arranged with SHOW MANAGEMENT, will be forfeited by EXHIBITOR, and such space may be resold, reassigned or occupied by OCALI without refund of EXHIBITOR payment. EXHIBITOR booth must be staffed and attended at all times during Exhibition Hours. Abandonment of booth space at any time during exhibition hours is not permitted. No addition or removal of major/large products or materials to or from booth is permitted during exhibition hours. Demonstrations, distribution of publications, materials and/or samples and any sales activities are permitted only within the confines of EXHIBITOR'S assigned booth. Occupation of exhibition space is solely limited to the EXHIBITOR who signed the AGREEMENT for such space. EXHIBITOR will not assign, sublet, share or allot the whole or any portion of its assigned space or permit representatives, products, publications or equipment to occupy assigned space other than what is manufactured, provided, distributed or affiliated with or by EXHIBITOR without prior written consent of OCALI.</p>	<p>EXHIBITOR releases and waives any claim against OCALI, its governing board, members, agents, contractors or employees. EXHIBITOR shall indemnify and hold harmless SHOW MANAGEMENT, the GCCC and CONTRACTORS from any complaints, suits and/or liabilities resulting from negligence, loss, theft, damage or destruction of goods, or for any injury to itself, its agents, employees and contractors while in the GCCC or for any damage of any nature or character whatsoever including any damage to its business by reason of failure to provide space for the exhibit or the removal of the exhibit or for any action of any nature by it for failure to hold the CONFERENCE on schedule. EXHIBITOR agrees to indemnify and hold harmless and defend indemnities from any losses, claims, liabilities, damages and expenses (including attorney's fees) arising from whatever cause whatsoever, including without limitation property damage or loss and injury or harm to persons arising out of or caused by EXHIBITOR'S maintenance, set-up, construction, removal and operation of its exhibit and booth, or the acts or failure to act of the EXHIBITOR and its officers, directors, employees, agents, contractors and invitees while in or about the GCCC and from any breach of this AGREEMENT.</p>
<b>Exhibit Rules and Regulations</b>	<b>Force Majeure</b>
<p>Carpeting is required in all booth spaces for the CONFERENCE in order to maintain the professional character and appearance of the exhibit hall. No items shall be posted on, taped, tacked, nailed, screwed or otherwise attached to the columns, support beams, walls, floors, doors or other parts of the GCCC. Caustic or staining fluids/materials are not permitted in the exhibit hall. Packing, unpacking and assembly of exhibits shall be done only in the designated areas and in conformity with the directions of SHOW MANAGEMENT and/or the GCCC. EXHIBITOR, its agent and/or representatives are liable for all damages caused by them to the GCCC, booth equipment, property of SHOW MANAGEMENT and George Fern Co., the event services contractor for the CONFERENCE. EXHIBITOR employees may install and dismantle their own display as long as forklift, aerial lift or other equipment assistance is not necessary. Any display of banners, decorations or theatrical equipment that hangs from the ceiling in the Exhibit Hall must be approved and hung by GCCC personnel. All materials or decorations used in EXHIBITOR'S booth must be flame retardant and conform to all Fire Department and/or State/Local Fire Marshall regulations. Required exit doors, exit lights, fire alarm sending stations, wet standpipe hose cabinets and fire extinguisher locations shall not be concealed or obstructed. Use of open flames, compressed gas, or explosive fuels, heat, etc. is prohibited. Columbus Fire Department (CFD) inspectors, fireman, State Fire Marshall, GCCC personnel and SHOW MANAGEMENT will conduct regular and continuous inspections of the Exhibit Hall and individual Exhibit Booths throughout the CONFERENCE and without any prior notification and will enforce all rules and regulations. EXHIBITOR accepts full responsibility for compliance with national, state, city and GCCC fire safety rules and regulations. EXHIBITOR will be directly warned and perhaps fined for any violations pertaining to EXHIBITOR'S booth(s) and/or participation in CONFERENCE as determined by appropriate authorities and/or SHOW MANAGEMENT. The GCCC is a smoke-free facility. Smoking is prohibited in the exhibit hall, main concourse, session rooms, entrance ways or dock areas. Digital devices (computers, printers, monitors, keyboards, etc.) on display must comply with Section 302(b) of the Communications Act and Section 2.803 of the FCC's rules. All digital devices must have the required FCC certifications, including an FCC Warning and Identification Label. Computers and peripherals are defined as Class B digital devices. All such devices must carry a FCC Warning Label and ID Number. These devices emit radio signals when operating. Uncertified digital devices may cause harmful interference to radio and broadcast communications. EXHIBITOR shall abide by and observe all federal, state and local laws, rules, regulations and ordinances applicable to the GCCC, including the rules of the GCCC, SHOW MANAGEMENT, CONTRACTOR and Labor Unions. EXHIBITOR shall not discriminate against any person on the basis of age, sex, race, color, creed, religion, national origin, sexual orientation, education level, disability or in any other manner in connection with or related to the CONFERENCE or use of the GCCC. EXHIBITOR is prohibited from possessing or having under their control, a "deadly" weapon or "dangerous ordnance" (each as defined in Ohio Revised Code Section 2923.11), while conducting business related to this AGREEMENT, or while conducting business in or on state-owned or leased property.</p>	<p>In the event of cancellation or postponement of the CONFERENCE due to but not limited to, acts of God (flood, earthquake, tornado, fire, etc.), war, strikes, threats or acts of terrorism or similar acts, disease, U.S. Department of State, U.S. Department of Homeland Security, World Health Organization, Centers for Disease Control and Prevention (CDC) or other governmental or international agency travel advisory, civil disorder, non-availability of food, beverages, or other supplies or curtailment of transportation either in Columbus, OH or in the countries/states or origin of the attendees, deters at least twenty-five percent (25%) of the attendees from arriving for the first scheduled day of the event, making it inadvisable, impracticable, illegal, or impossible to continue with the CONFERENCE, OCALI, under the oversight of the Steering Committee can cancel or postpone CONFERENCE without liability.</p>
<b>Signature</b>	<b>Cancellation</b>
<p>In signing, EXHIBITOR agrees to abide by the regulations, terms and conditions as set forth in this AGREEMENT and MANUAL to be released no later than Thursday, July 1, 2010. SHOW MANAGEMENT reserves the right to include additional regulations, terms and conditions as necessary for the benefit of the CONFERENCE as requirements for participation in CONFERENCE. Any additional regulations, terms and conditions will be communicated to EXHIBITOR in writing in the form of an amendment to this AGREEMENT to be signed by both EXHIBITOR and official representative of SHOW MANAGEMENT. The rights of SHOW MANAGEMENT under this AGREEMENT shall not be deemed waived except as specifically stated in writing and signed by official representative of SHOW MANAGEMENT. If any terms of this AGREEMENT are declared invalid or unenforceable by a court of competent jurisdiction, the remainder of the AGREEMENT shall continue in full force and effect.</p>	<p>Once AGREEMENT has been signed and accepted by OCALI, EXHIBITOR will be liable for 100% of contracted amount. Refunds will not be provided for any cancelled AGREEMENT. OCALI reserves the right to resell any cancelled exhibit space. OCALI reserves the right to terminate this AGREEMENT immediately by written notice if EXHIBITOR breaches any of the regulations, terms and/or conditions set forth in this AGREEMENT or contained within the MANUAL, including but not limited to, failure to submit payment as stipulated in this AGREEMENT.</p>
<p>Authorized EXHIBITOR Representative (<i>print name</i>):</p>	<p style="text-align: center;">Mail (<i>no email or faxes</i>) BOTH PAGES of completed Exhibitor Agreement to:   <b>2010 OCALI Conference - Exhibitor Agreement</b>  <b>470 Glenmont Ave.   Columbus, OH 43214 USA</b></p>
<p>Authorized EXHIBITOR Representative (<i>signature</i>):</p>	
<p>Date:</p>	<p>OCALI          Conference and Exposition  <b>november 16-18, 2010</b></p>
<p>Authorized OCALI Representative (<i>signature</i>):</p>	
<p>Date:</p>	
<p>ESC of Central Ohio Treasurer (<i>signature</i>):</p>	
<p>Date:</p>	