

AMERICAN FINANCIAL SERVICES ASSOCIATION APPLICATION AND CONTRACT 2022 AFSA EXPOSITIONS

Vehicle Finance Conference & Expo

March 7-10, 2022
The Bellagio,
Las Vegas, NV
<http://vehicle.afsaonline.org>

Independents Conference & Expo

May 3-5, 2022
La Quinta Resort & Club,
La Quinta, (Palm Springs) CA
<http://independents.afsaonline.org>

1. Company Name (as it should appear in print and marketing materials, final program, and conference website):

Address _____
City/State/Zip _____
Telephone (_____) _____ Website _____

2. Exhibit Contact Name _____ Nickname _____
Title _____
Address _____ City/State/Zip _____
Direct Telephone (_____) _____ Email (required) _____

3. Contact Name – will appear on Conference Website and in Printed Program listing.

Title _____
Telephone (_____) _____ Email _____

4. Onsite contact that will work your booth through the end of the expo, guaranteeing no early tear-down.

*Exhibits may not be removed from the Facility until final closing of the show unless special permission is obtained in writing in advance from Show Management. **Early tear-down may result in denial of exhibiting at future AFSA events.***

Name _____
Title _____
Mobile Phone (_____) _____ Email _____

5. Description of Product/Service to be Displayed (50 Words or Less): (Please Print Legibly)

6. Booth Choice for Exhibit Space Is:

a. Vehicle Finance Conference: 1st _____ 2nd _____ 3rd _____
b. Independents Conference: 1st _____ 2nd _____ 3rd _____

c. To assist us in assigning the best location, please list the names of competitors you do not wish to be near:

	AFSA BUSINESS PARTNER	NON-MEMBER
Vehicle Finance Conference (March)	Single Booth <input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$ 6,500
	Kiosk <input type="checkbox"/> \$ 4,000	<input type="checkbox"/> \$ 5,500
	Kiosk w/ monitor <input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$ 6,500
Independents Conference (May)	Single Booth <input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$ 6,500
	Double Booth <input type="checkbox"/> \$10,000	<input type="checkbox"/> \$11,500
TOTAL	\$ _____	\$ _____
LESS PACKAGE DISCOUNT \$500 <i>only if exhibiting at both conferences and purchased together</i>	(\$ _____)	(\$ _____)
NET AMOUNT DUE AFSA	\$ _____	\$ _____

CONFERENCE BADGES:
Exhibit fee includes two (2) complimentary registrations per exhibit booth or kiosk. **An exhibitor registration code will be provided following booth assignment confirmation.**

2022 APPLICATION AND CONTRACT FOR EXHIBIT SPACE cont'd

Payment: To secure your exhibit space, complete and return all 3-pages of this form to AFSA with payment for total cost of your space. Booth space will be assigned, in order of payment received, on a first-come, first-served basis. Applicant agrees to abide by the terms and conditions set forth by AFSA as noted in the Rules & Regulations.

Check Here That You Have Read and Will Follow the Rules & Regulations. COMPLETE and SIGN below, and return this application!

- Check enclosed. Make check payable to AFSA
 Our Exhibit fee is included in our **signed and submitted** AFSA Premium Business Partnership (PBP) Agreement.
(NOTE: Our total PBP spending is over \$15,000 so we are eligible for the quarterly billing.)
 Bill my: Visa MasterCard American Express Discover
Account Number _____ Expiration Date _____
Name as it appears on card _____ CVC # _____
Authorized Card Signature _____

Application Authorization:

Insert Company Name _____

Authorized Signature: _____ Date: _____

Print Signer's Name: _____

Title: _____

SEND TO: Jenny Bengtson - Director, Business Partner Membership, Email: jbengtson@afsamail.org, Phone: (202) 776-7304 • American Financial Services Association, 919 Eighteenth Street, NW, Suite 300 • Washington, DC 20006-5517

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AMERICAN FINANCIAL SERVICES ASSOCIATION RULES AND REGULATIONS GOVERNING

CONVENING ORGANIZATION AND SHOW

MANAGEMENT: American Financial Services Association (AFSA), 919 Eighteenth Street, NW, Suite 300, Washington, DC 20006-5517, Phone: (202) 296-5544. Website: www.afsaonline.org. Event dates and event facility are printed on the Application and Contract form. Facility Rules & Regulations will be printed in the Exhibitor Services Kit and will be available on the conference's website.

GENERAL SERVICES CONTRACTOR/SHOW

DECORATORS: Vehicle Finance Conference & Expo – March 7-10, 2022, **GES**, Las Vegas, NV; Independents Conference & Expo – May 3-5, 2022, **Innovative Expo**, Thousand Palms, CA. Once available, a link to the exhibitor's kit will be e-mailed to the Exhibit Contact listed on the application and will be posted to the Event's website.

ELIGIBLE EXHIBITS AND RESTRICTIONS: AFSA reserves the right to exercise its sole discretion in the acceptance or refusal of applications and/or limit space assigned to any one Company. AFSA reserves the right to decline to permit an exhibitor to conduct and maintain an exhibit if, in the judgment of AFSA, said exhibitor or exhibit, or proposed exhibit, shall in any respect be deemed unsuitable. AFSA is not liable for any refunds, rentals, or other exhibit expenses.

SPACE ASSIGNMENTS AND SUBLEASE: Applications will be recorded in the order of receipt and insofar as possible, space

will be assigned on a first-come, first-served basis. Instances may occur in which Show Management may need to modify exhibitor's

space assignment. Exhibitors may NOT sublease the booth, or any equipment provided by Show Management; nor shall Exhibitor assign this lease in whole or in part without written approval, by Show Management, in advance of the Show or onsite. This includes subsidiaries; only one company per booth lease without pre-show written approval by Show Management. AFSA does not guarantee separation of competing exhibitors. AFSA reserves the right to alter the exhibit floor plan as it deems necessary. In all questions of booth design or layout, AFSA reserves final approval authority.

CANCELLATION: Cancellations of exhibit space must be directed in writing (email is acceptable) to AFSA. Cancellations received up to 45 days prior to the exhibit opening will be subject to full refund. Cancellations after that time obligates the exhibitor to full payment of the rental and no refunds will be made. Failure to contact Exhibits Management about cancelling (being a No-Show) may result in denial of exhibiting at future AFSA events. Failure to occupy exhibit space will be deemed as a cancellation and does not relieve the Exhibitor from its obligation to pay the full booth rental fee. Any exhibiting company cancelling with a balance due is responsible for paying the remainder in full within 30 days of the cancellation. If exhibitor registers for both shows, receiving the package discount, and then cancels one show, exhibitor will be responsible for the full exhibit rental fee for the remaining show.

AFSA 2022 EXHIBIT SPACE RULES & REGULATIONS cont'd

OFFICIAL GENERAL SERVICE CONTRACTOR/SHOW DECORATORS: Exhibitors are required to utilize the official General Service Contractor (GSC) to handle drayage on show site. Booth carpeting, decorations, furniture, flowers, signs and electrical connections are available to the Exhibitor through the official GSC, who will bill the Exhibitor directly. If Exhibitor chooses to use its own contractor, the contractor will be required to provide a certificate of insurance to Show Management, naming American Financial Services Association, the official GSC and the facility as additional insured. The exhibiting company must agree to indemnify AFSA from any claims relating to the said contractor's services. AFSA and the official General Service Contractor are not responsible for any service provided by independent contractors.

An exhibitor's service kit with order forms, rates, and instructions for the services provided will be made available on the official show website prior to show. An exhibitor's service desk will be available during installation and dismantle for exhibitor's last-minute requirements.

BOOTH PROVISIONS: AFSA shall supply, at no charge to the exhibitor over the regular booth rental fee, the following standard booth decorations for each booth exhibit: Eight-foot (8') high curtain backgrounds, three-foot (3') high curtain sidewalls, a 17" x 11" standard exhibitor identification sign with the exhibitor's name. Ballrooms are carpeted by the hotels. 6' x 30" draped table (3 sides) with 2 chairs and wastebasket. All other equipment and services are the sole responsibility of the exhibitor. Additionally, two (2) complimentary registrations will be provided to each exhibiting company for each booth rented. Please note booth sizes: 10' x 10' size at Vehicle Finance Conference and 8' x 10' at the Independents Conference.

KIOSK PROVISIONS (*only at the Vehicle Finance Conference & Expo*): AFSA shall supply, at no charge to the exhibitor over the regular kiosk rental fee, a standard kiosk, 1 meter counter with back wall graphics. If "with monitor" rental option is chosen then a 40" monitor will be provided also.

EXHIBIT HALL BADGES: All exhibit booth personnel must be registered. Once booth assignment is confirmed, instructions and the Show's exhibitor registration code will be sent to the Exhibit Contact listed on the application.

USE OF DISPLAY SPACE: The sale of merchandise or equipment of any kind is prohibited in the exhibit hall without prior approval from Show Management.

INSTALLATION, SHOW, AND DISMANTLEMENT: Show Management reserves the right to refuse admittance of exhibits or materials to the Show until all dues and fees owed are paid in full. Exhibitor agrees to comply with assigned installation, show and dismantle days and hours as outlined in the Exhibitor Prospectus. If booth space is not occupied one hour before the opening of the show, AFSA reserves the right to use such space as it sees fit, to eliminate blank spaces in the exhibit hall. Exhibits may not be removed from the Facility until final closing of the show unless special permission is obtained in writing in advance from Show Management. **Early tear-down may result in denial of exhibiting at future AFSA events. Exhibits must be removed from the hotel/facility when**

specified in the Exhibitor Prospectus. Any displays or materials left in booths, without instructions, will be discarded.

BOOTH CONSTRUCTION, RESTRICTIONS AND BOUNDARIES: Each exhibitor is required to respect the rights of other exhibitors and to recognize that the general appearance of the exposition as a whole must take precedence over that of any individual exhibit. Standard booths are limited to 8' high background drapes and 3' high side drapes. Maximum height of exhibit is 8' and may extend only one-half of the booth depth from the back wall. Height in the front half of the exhibit space cannot exceed 4'. Any deviation from these rules must be approved in writing by Show Management in advance of the Show.

Booths shall not obstruct other exhibitors or aisles. All parts of all exhibits must be exhibited within Exhibitor's assigned space boundaries. Aisle space is under the control of Show Management. Unless the exhibitor is an official sponsor of a food/beverage exhibit hall event, the passing out of food, beverage or any marketing items in the aisles is strictly prohibited.

FASTENING OF SIGNS OR OTHER ARTICLES: It is prohibited to fasten signs or other articles to the walls, pillars, or electrical fixtures of the Facility. The use of thumbtacks, tape, nails, screws, bolts or any other tool or material that could mar the floor or walls is prohibited. Drip pans must be used under all equipment where there is a possibility of leakage. Any damages to the Facility made by an exhibitor's staff or contractor are the sole responsibility of their exhibiting company.

MUSIC, AUDIO EFFECTS, PHOTOGRAPHY, AND VIDEO-TAPING: Music and audio-visual devices with sound are permitted only in those locations designed by Show Management and at such decibel intensity as not to interfere with the activities of other exhibitors.

Only the exhibitor may grant permission to have its exhibit and/or products photographed.

Any person who attends an AFSA convention, conference, seminar or other program grants permission to AFSA, its employees and agents (collectively "AFSA") to record his or her visual/audio images, including, but not limited to, photographs, digital images, voices, sound or video recordings, audio clips, or accompanying written descriptions, and, without notifying such person, to use his or her name and such images for any purpose of AFSA, including advertisements for AFSA and its programs.

SECURITY/INSURANCE: AFSA and Show Decorator cannot and will not be responsible for damage to, loss and/or theft of property belonging to any exhibitor, its agents, employees, business invitees, visitors or guests. Each exhibiting company must carry its own insurance.

LIMITATION OF LIABILITY: It is agreed that AFSA, the official service contractors and the management of the Facility and/or Headquarters hotels are not liable to the exhibitor for any loss, damage to goods, or injury to its property contained in such exhibits or injuries to his person, his agents, employees or others, no matter how sustained from fire, strikes, water, storms, vandalism, theft,

AFSA 2022 EXHIBIT SPACE RULES & REGULATIONS cont'd

smoke, accident, pandemic, or other causes, nor any consequential damage to his business for failure to provide space for the exhibit or for the failure to hold the event as scheduled. The Exhibitor assumes entire responsibility and all claims for such losses, damage, or injury being hereby expressly waived by the exhibitor.

The Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save AFSA and its officers, directors, employees, agents and authorized representatives, and the Facility and/or Headquarters hotel and its respective owners, managers, subsidiaries, affiliates, employees and agents harmless against all claims, losses, and damages to persons or property, governmental charges or fines and attorney fees arising out of, or caused by, exhibitors installation, removal, maintenance, occupancy, or use of the exhibit premises or a part of thereof, excluding any such liability caused by sole negligence of the Facility or Headquarters hotels, employees and agents.

FORCE MAJEURE: In the event the Facility or any part of the exhibit area thereof becomes unavailable, whether for the entire event or a portion of the event, as a result of fire, flood, tempest, inclement weather, pandemic, or other such cause, or as a result of governmental intervention, malicious damage, acts of war, strike, lock-out, labor dispute, riot, or other cause or agency over which Show Management has no control or should Show Management decide, because of such cause, that it is necessary to cancel, postpone

or re-site the exposition or reduce the move-in or installation time, show-time or move-out time, Show Management shall not be liable to indemnify or reimburse exhibitors in respect to any damage or loss, direct or indirect, arising as a result thereof.

SPECIAL MEETINGS/EVENTS: No Exhibitor shall hold any social event, hospitality suite, meeting, or demonstration to which attendees are invited that is in conflict with the official Show schedule. In addition, ANY such activities may not take place outside the official Show schedule without the express written permission of Show Management.

ACCESS AND USE OF ATTENDEE LIST: Exhibitors will be emailed Attendee Rosters beginning approximately 6-weeks before the Show. Exhibitors are allowed to use the attendee list for its marketing purposes for this event alone; restricted to one pre-conference and one post-conference marketing outreach. At no time is the list to be used by, for, or disclosed to other parties, including subsidiaries.

THESE CITED TERMS & CONDITIONS, AND RULES & REGULATIONS, as well as all conditions stated in the Exhibitor Prospectus and exhibit application become a part of the contract between the Exhibitor and AFSA. This contract shall be governed by the laws of the District of Columbia.

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