



Exhibit Regulations

Arrangement of Exhibits

Any portion of an exhibit that obstructs the view, interferes with the privileges of other exhibitors, extends beyond the designated booth space, or for any reason becomes objectionable, must be immediately modified or removed by the exhibitor. The show management reserves the right to inspect the quality of the appearance of each booth prior to show opening. Where necessary, drapes will be placed to cover unsightly wires, unfinished back walls, etc. at the exhibitor's expense.

Booth Design

Exhibits will be arranged so as not to obstruct the view of other exhibitors. The side walls of any booth, exceeding 4' in height to a maximum of 8' in height, may not extend more than 5' from the back wall and side walls 4' or less in height are limited to 7' in length from the back wall. No built-up exhibit or other construction will exceed 8' in overall height. Overhead canopies or simulated ceilings cannot extend out more than two-thirds of the depth of the booth space measured from the back wall. The height of display materials in the remaining one-third of the space depth is limited to a maximum height of 3'. No peninsula or island booths are offered.

Subleasing of Space

Exhibitors may not sublet either their space, nor any part thereof, or arrange for display by a non-exhibiting company.

Fire, Health and Safety

The exhibitor assumes all responsibility for compliance with local, city and state ordinances, and regulations covering: fire, safety, and health. All exhibitor equipment and materials must be located within the booth. Only fire resistant materials may be used in displays, and the exhibitor must take all necessary fire precautions. No combustible material will be stored in or around exhibit booths.

Labor

Rules and regulations for union labor are made by the local unions and may change at any time. Where union labor is required because of building or contractor requirements, it will be necessary for the exhibitor to comply with these regulations. Information regarding specific regulations that are applicable may be obtained from the official contractor. Display painters, carpenters, electricians, and other skilled labor can be arranged through the official contractor at established rates.

Sound Devices and Lighting

Public address, sound producing or amplification devices that project sound must be kept at a conversational level and must not interfere with other exhibitors. Any form of attention-getting devices or presentations must be terminated when crowds obstruct aisles or infringe upon

another exhibitor's display. The Missouri GIS Conference reserves the right to restrict the use of glaring lights or objectionable lighting effects. Music, whether vocal or instrumental, is prohibited.

Delivery and Removal During Show

Under no circumstances will the addition to or removal of any portion of an exhibit be permitted during show hours. All booths must remain intact until the close of the show. Installation must occur only during the installation times designated in the Exhibitor Information sheet. Early dismantling and/or removal of an exhibit may result in the loss of exhibit privileges for future shows.

Exhibitor's Personnel

Distribution of advertising material and souvenirs must be confined to the exhibitor's booth. Booths should be staffed by company specialists who are qualified to discuss details of their company's products or services. Canvassing or distribution of advertising material or souvenirs in the exhibit hall by representatives of nonexistent firms is strictly forbidden. Sale of merchandise on the exhibit floor is strictly prohibited.

Storage

The exhibitor should arrange with the Tan-Tar-A Resort, Golf Club, and Spa for storage of packing boxes and crates during the exhibition. The Missouri GIS Conference assumes no responsibility for damage or loss of packing boxes or crates.

Food and Beverage

Exhibitor distribution of food and beverage is prohibited, unless purchased through the hotel. (However, a candy dish is okay.)

Security

The Exhibit Hall provides general hall security on a 24-hour basis. The Missouri GIS Conference makes no warranty, express or implied, that the services it furnishes will avert or prevent occurrences that may result in loss or damage.

Show Management

The exhibition is organized and managed by Missouri GIS Conference in cooperation with Custom Meeting Planners, Inc. Any matters not covered in Missouri GIS Conference Rules and Regulations are subject to the interpretation of the Missouri GIS Conference and all exhibitors must abide by their decisions. Exhibitors must comply with the Tan-Tar-A Resort, Golf Club, and Spa policies and procedures.

Trademarks

The Missouri GIS Conference will be held harmless for any trademark, trade name, copyright, or patent infringements on any printed materials belonging to or distributed by an exhibitor.

Exhibit Regulations

Liability

The Missouri GIS Conference and Custom Meeting Planners, Inc. will not be liable for loss or damage to the property of exhibitors or their representatives or employees from theft, fire, accident, or other causes. The Missouri GIS Conference will not be liable for injury to exhibitors or their employees or for damage to property in their custody, owned or controlled by them, which claims for damages, injury, etc., may be incidental to or arise from, or be in any way connected with their use or occupation of display space, and exhibitors will indemnify and hold harmless these organizations against such claim. The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the Hotel, its owner, and its management company, as well as their respective agents, servants and employees from any and all such losses, damages and claims. The exhibitor assumes all liability for any damage to the facility's floor, walls, lighting fixtures, etc. as a result of any governmental authority and of the contracted facility. The exhibitor will pay and save the Missouri GIS Conference harmless from any and all damages, loss or liability of any kind whatsoever resulting from injuries to persons or property occurring within the convention center or property adjacent thereto occasioned by any act, neglect or wrong doing of the exhibitor or any of its officers, agents, representatives, guests, or employees, invites or other persons permitted by the exhibitor upon the premises, and the exhibitor will at its own cost expense defend and protect the Missouri GIS Conference against and all such claims or demands. It is highly recommended that exhibitors provide surge protection for computers.

Cancellation Policy

Any exhibitor who cancels after January 19, 2007 will forfeit fees. An exhibitor who cancels and requests a refund in writing prior to or on January 19, 2007 will be refunded in full. In the event that fire, strike, or other circumstances beyond the control of the management causes the exhibit to be cancelled, full refund of the exhibit rental fees will be made which is the limit and extent of the Missouri GIS Conference's liability for such cancellation.

Failure To Occupy Space

Space not occupied by 5:30 pm on Monday, February 19, 2007 will be forfeited by exhibitor and the space may be resold, reassigned or used by the exhibit management without refund.

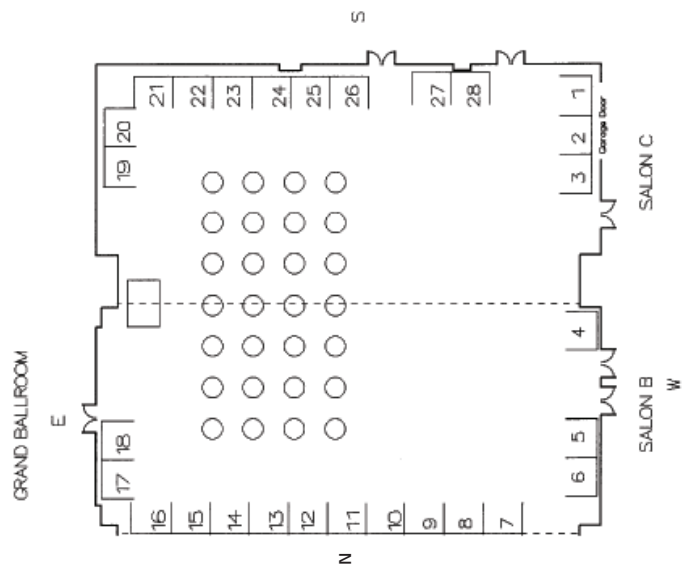
Conduct

All exhibits will be operated in a way that will not detract from other exhibits, the exhibition, or the meeting as a whole. The exhibit management reserves the right to request the immediate withdrawal of any exhibit that the Missouri GIS Conference believes to be injurious. Management reserves the right to refuse to admit to and eject from the exhibit building any objectionable or undesirable person or persons. Cameras are not permitted in the exhibit hall. Children under the age of 18 are not permitted in the exhibit hall.

Solicitation of Exhibitors

No persons will be permitted in the exhibit hall for soliciting advertising or other exhibit space without the express written consent of the Missouri GIS Conference.

Exhibit Layout



About the Conference?

The theme for the 2007 Conference is Missouri GIS... **Laissez les Bon Temps Rouler.** Let the Good Times Roll! The conference is designed to attract individuals and organizations from government, private firms, academic, and utilities using GIS to develop solutions in their work.

Who are the Attendees?

Past Missouri GIS Conferences have attracted over 500 people. Conference attendees include GIS Users, administrators, and potential users of GIS. Most participants are residents of Missouri.

Where will the Conference Be Held?

The 10th Biennial Missouri GIS Conference will be held at the Tan-Tar-A Resort, Golf Club, and Spa located in Osage Beach, Missouri.

Programmed Exhibitor Traffic Features:

- Exclusive Exhibitor Hours.
- Welcome Reception, Continental Breakfasts, and Two Lunches in the Exhibit Hall Area.
- Evening Reception in Exhibit Hall.
- Exhibitor Directory in Registration Packet.

For up-to-date information on exhibitor materials and Conference exhibitors check out our web site at: <http://www.mgisac.org>

Exhibit Schedule

Monday, February 19, 2007

- | | |
|---------------------|---|
| 1:30 p.m.-5:30 p.m. | Exhibit Installation |
| 5:30 p.m.-7:00 p.m. | Welcome Reception with Exhibitors
<i>(Food and beverages provided)</i> |

Tuesday, February 20, 2007

- | | |
|---------------------|---|
| 7:30 a.m.-8:00 p.m. | Exhibits Open |
| 7:30 a.m.-8:30 a.m. | Continental Breakfast with Exhibitors |
| Noon-1:00 p.m. | Lunch in Exhibit Hall |
| 5:00 p.m.-6:00 p.m. | Poster Display in Exhibit Hall |
| 5:00 p.m.-8:00 p.m. | Poster Session and Vendor Sponsored Reception in Exhibit Hall
<i>(Food and beverages provided)</i> |

Wednesday, February 21, 2007

- | | |
|-----------------------|---------------------------------------|
| 7:30 a.m.-12:30 p.m. | Exhibits Open |
| 7:30 a.m.-8:30 a.m. | Continental Breakfast in Exhibit Hall |
| 11:30 a.m.-12:30 p.m. | Lunch in Exhibit Hall |
| 12:30 p.m.-3:00 p.m. | Exhibit Dismantling |



Welcome Reception with the Missouri Wine Growers Association

On Monday evening, February 19, 2007 at 5:30 pm the Missouri GIS Conference will host a welcome reception in the exhibit hall to kick-off the conference. The Missouri Wine Growers Association will bring plenty of samples of Missouri's best wines. This gives both attendees and exhibitors a chance to network.

Vendor Reception—Laissez le Bon Temps Rouler! Let the Good Times Roll!

There are several changes to the schedule this year in order to attract and keep the attendees in the exhibit area. One such event is the Vendor Reception on Tuesday, February 20, 2007 from 5:00 p.m. to 8:00 p.m. February 20th is Fat Tuesday and so we'll be celebrating with a Mardi Gras themed party! This year The Missouri GIS Conference will be serving a buffet style dinner and beverages during the reception. These changes to the format should ensure more people socializing in the exhibit hall. Keeping with the theme we are asking each exhibitor to participate by hosting a game or activity at your booth (casino-themed, trivia, carnival games, etc. – be creative!). Raffle tickets (provided to you) will be given out to the winners of those games, and will be used later for a raffle. You can also participate in the festivities by handing out beads, masks, or any other Mardi Gras-themed party favors.

Tool Time Sessions

Tool Time will once again be offered as part of the conference. Tool Time is the opportunity for exhibitors to "buy time" to showcase their products and services. These sessions will be held in the regular session rooms, and will be highlighted in the conference program. This will create a win-win environment for both the exhibitor and the attendee. The Tool Time sessions will be slotted with other similarly focused topics, thus increasing exposure.

The guidelines are as follows:

- Slots will be approximately 25 minutes in length.
- One slot can be purchased.
- There will be a max of 10 Tool Time slots in the regular program.
- You must purchase a booth or sponsorship in order to secure a tool time
- Slots will cost \$50.00.
- The committee asks that all Tool Time Presentations be a case study style presentation by the vendor, or include a user of the product or service, where appropriate. An abstract shall be submitted by the submission deadline.

The conference planning committee has sole discretion to accept or reject presentations, or make adjustments where needed.

Custom Meeting Planners, Inc.
Missouri GIS Conference
P.O. Box 30785
Columbia, MO 65205

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2007 Missouri GIS...
Laissez les Bon
"Let the Good
Times Roll!"

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"Let the Good Times Roll!"



You Are Invited to Exhibit at the
10th Biennial Missouri GIS Conference

February 19-22, 2007 • Tan-Tar- A Resort • Osage Beach, Missouri

Sponsored by:
Missouri GIS Advisory Committee and Missouri Spatial Data Information Service