



November 2-3, 2016 | Valley River Inn | Eugene, OR

Conference Exhibitor Agreement

No. 52639-

USE OF EXHIBIT SPACE

The Valley River Inn in Eugene has reserved conference exhibit space for use during the conference. The exhibit area will be available for set-up from 3:00 – 7:00 p.m. on 11/01/16 and from 7:00 – 8:00 a.m. on 11/02/16. Exhibit show days will be 11/02 through 11/03/16. All exhibits, materials and decoration equipment must be dismantled and removed from the exhibit area by 5:30p.m. on 11/03/16.

The Exhibit Space provided is fully carpeted. Exhibit rates include table, table covering, heating/air conditioning during show hours; room lighting during show hours; and finished carpeted space.

Exhibit rates do not include exhibit storage; drayage (material handling); decoration, special lighting; security services; cleaning or janitorial services; labor required to install, erect, drape or decorate exhibit.

Security utilized during the conference period, including exhibitor move-in, display and exhibitor dismantle days is EXHIBITOR'S responsibility. The Valley River Inn's Convention Services Department will be glad to assist in obtaining security services. The EXHIBITOR is responsible for obtaining this service if so desired.

EXHIBITOR FEES

Exhibitor FEES are as follows:

- Non-profit/government agency: \$200 for 8' x 30" table space; \$100 for 4' x 30" table space
- For-profit organization/business: \$350 for 8' x 30" table space; \$175 for 4' x 30" table
- Sponsors:
Platinum/Gold: no charge; Silver: 50% discount; Bronze: 25% discount

Exhibitor Registration:

Registration is required for any exhibitors wishing to attend conference proceedings (including meals). Fees and if applicable, registration, must be paid in full no later than October 1, 2016 in order to be listed in the conference program.

TERMS AND CONDITIONS

EXHIBITOR PERFORMANCE

The use of exhibit space as described under this contract is at the EXHIBITOR'S sole risk. Services rendered or actions taken by Exhibitor are those of an independent Contractor, not an employee or Agent of the County.

RESPONSIBILITY FOR PAYMENT OF DAMAGES

In the event damage occurs to the furniture of the Valley River Inn, fixtures, building or equipment caused by installation, presence and/or removal of EXHIBITOR exhibits and exhibit materials, EXHIBITOR shall reimburse the Valley River Inn for the cost of such repair or replacement as may be necessary.

INDEMNITY/HOLD HARMLESS

To the extent permitted by applicable law, EXHIBITOR shall defend, save and hold harmless Lane County and the Valley River Inn, their commissioners, officers, agents and employees from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever, including but not limited to attorney's fees and shall defend all claims, proceedings, lawsuits and judgments resulting from, arising out of, or relating to the operations of EXHIBITOR, including but not limited to the activities of EXHIBITOR, its officers, employees, or agents under this agreement.

NON-DISCRIMINATION

EXHIBITOR shall demonstrate through its actions an understanding and appreciation for diversity and differences of conference attendees. This shall be demonstrated through provision of equal access to services for all attendees. All attendees shall be treated with dignity and respect, regardless of gender, language, race, developmental ability, religion, political beliefs, sexual orientation and socioeconomic level.

AMENDMENTS

Amendments to this Agreement are effective only in writing and if executed by both parties.

GOVERNING LAW AND TAXATION

This Agreement shall, in all respects, be governed by the laws of the State of Oregon. Exhibitor is, to the best of their knowledge, not in violation of any tax laws, including those described in ORS 305.380(4).

RIGHT TO TERMINATE

COUNTY reserves the right to terminate this agreement by providing two weeks' advance notice or in the event that the conference is cancelled.

REFUNDS: Full refunds will be provided in the case of cancellations made by October 1, 2016, or in the case of a weather or other delay of the conference. In the latter case, Exhibitor will have the option to simply transfer this contract to the later date of the conference.

Signed:

EXHIBITOR'S Name

Date

Alicia Hays, Director

Date

LANE COUNTY

Health & Human Services



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Conference Exhibitor Request Form

Company/Organization Name _____

Contact Person Name _____

Address _____ City/State/Zip _____

Phone _____ Fax _____

E-mail _____

Website _____ Tax ID _____

Person (s) working exhibit (NOTE: registration is required for any exhibitor wishing to attend any conference proceedings, including meals/snacks.)

Please check all applicable fees due:

- Non-profit/government agency: \$200 for 8' x 30" table space (full table)
- Non-profit/government agency: \$100 for 4' x 30" table space (half table)
- For-profit organization/business: \$350 for 8' x 30" table space (full table)
- For-profit organization/business: \$175 for 4' x 30" table (half table)
- Platinum/gold sponsor: No charge
- Silver sponsor: non-profit--\$100 for 8' table; \$50 for 4' table
- Silver sponsor: for-profit --\$175 for 8' table; \$87.50 for 4' table
- Bronze sponsor: non-profit--\$150 for 8' table; \$75 for 4' table
- Bronze sponsor: for-profit--\$262.50 for 8' table; \$131.25 for 4' table
- Registration fees: please complete attached registration form; indicate number of registrations: _____ ; total amount due for registrations: _____

\$ _____ Total Fees Due

Please make checks payable to Lane County Health & Human Services and mail along with this form and Exhibitor's Agreement to: Sandy Moses, Lane County H&HS, 151 W. 7th Ave., Eugene, OR 97401.

Questions? Contact Sandy Moses at sandy.moses@co.lane.or.us or 541/682-3650.