

IDDBA 17 Rules & Regulations

Exhibit rules and regulations have been formulated in the best interest of all exhibitors. Regulations are a part of the agreement between the exhibitor, your agents, IDDBA and IDDBA's contractor and/or agents. Regulations outlined in this document, the exhibitor service kit, and online rules and regulations are all part of the contract between the exhibitor/their agents and IDDBA. Any failure on the part of the exhibitor/their agents to comply with the regulations represents a default and termination of the contract. The exhibitor will forfeit the amount paid for space rental regardless of whether or not the space is re-sold.

Any matters not specifically covered are subject to decision by the IDDBA. The IDDBA reserves the right to make such changes, amendments, and additions to the rules at any time it considers appropriate. Signature on the exhibitor application and payment constitutes company agreement to abide by IDDBA rules and regulations.

Accessibility

IDDBA is committed to ensuring that all the events at the IDDBA 17 are accessible to everyone. Anyone who requires special assistance to participate in the IDDBA 17 is asked to submit a written description of their request to Sue Sabatke at ssabatke@iddba.org or by fax to 608-238-6330.

Admission to Exhibit Hall

- IDDBA 17 is a trade-only show. All attendees must be registered and be wearing an official 2017 IDDBA convention badge at all times when in the exhibit hall.
- Wear your IDDBA badge at all times on the show floor; security will escort anyone without a badge out of the expo hall.
- Full-time employees of dairy, deli, bakery, and foodservice-related businesses who are 18 or older may register for the IDDBA 17 by paying the appropriate fees based on the employing company's business classification and membership status. Contact IDDBA at 608-310-5000 with questions.
- For persons between 16-18 and working in the industry, strict restrictions apply. Contact Kelly Campbell at 608-310-5000 with questions.
- No children (including infants) under the age of 18 will be allowed in the exhibit hall during move-in, set-up, move-out, or at IDDBA evening events. No one under the age of 21 will be admitted to the Monday night event.
- Spouses and children, not working in the industry, of registered IDDBA 17 attendees may register for one hour, one time, at no charge. One-hour badges are only issued during show hours, not during setup. One-hour badges are valid for expo hours only and do not grant access to seminars. This program is only available on Monday and Tuesday (as time permits) and applications are processed on site at the IDDBA Information Counter at Registration, not in advance. Both registered attendee and one-hour badge applicant must be present during the application process.

A credit card imprint is required for each spouse/child badge at the time of application. When the one-hour badge recipient and registered attendee return the badge at the end of the hour, the credit card imprint will be torn up or returned. If the badge is not returned within one hour, the credit card will be charged for the full non-member rate of \$525, per person.

- Misrepresentation, misuse of any badge, or any method or device used to assist unauthorized persons to gain admission to the exhibit hall, or to avoid paying the appropriate fee, shall be cause for the person's immediate removal from the exhibit hall and loss of show access for the remainder of the show, at IDDBA's discretion.

Antitrust Policy

The following is a list of topics that MUST NOT be discussed at association meetings, or be the subject of any type of agreement, whether formal or informal, expressed implied, among competitors with respect to their products or services:

- Do not discuss current or future prices (and be careful about past prices).
- Do not discuss what is fair profit level.
- Do not discuss an increase or a decrease in price.
- Do not discuss standardizing or stabilizing prices.
- Do not discuss pricing procedures.
- Do not discuss cash discounts.
- Do not discuss credit terms.
- Do not discuss controlling sales.
- Do not discuss allocating markets.
- Do not complain to a competitor that their prices constitute unfair trade practices.
- Be careful in attending informal sessions at which prohibited topics may be introduced for discussion.

By conducting business openly and avoiding even the appearance of engaging in activity which might be seen to have an effect on prices or competition, you can protect yourself from charges of antitrust violations.

Violators risk immediate closing of their booth and/or revocation of badges.

Badge Sharing Prohibited

- No badge sharing allowed.
- Do not affix a business card to or deface your IDDBA badge in any way.
- Badges used by unauthorized persons and/or defaced badges will be subject to confiscation and individuals in possession of these badges will not be allowed to enter the expo hall.

The appropriate badge or wristband is required for all events, including setup, seminars, expo hall, and the Monday night event.

Booth Assignment

- Assignments are based on the date the application and check are received. Space WILL NOT be assigned until the signed application and full payment are received by IDDBA.
- IDDBA reserves the right to make any changes to exhibit space or the floor plan at any time.

Cancellation or Downsizing Policy

Any request to cancel or downsize booth space and/or request for refund/credit due to an exhibiting company's cancellation of booth space must be submitted to IDDBA in writing.

- If the request to cancel or downsize is received before January 1, 2017, 75% of the booth fee will be refunded if the corporate membership is retained, otherwise 50% will be refunded.
- No refund or credit will be made if the request to cancel or downsize is received after January 1, 2017, even if the space is resold.

The cancelling exhibitor waives any claims and IDDBA assumes no responsibility for having included the name, address, telephone, fax and web address of the cancelled exhibitor, product description, product categories in the show program, brochures, press releases, advertisements, or other materials concerning the show, regardless of when IDDBA received written notice of the cancellation.

Exhibitor Eligibility (see also Subletting)

- Companies that are source suppliers of dairy, deli, or bakery products, or front-of-the-house equipment are eligible to participate in this event.
- Brokers are eligible to exhibit their own services, but not those of their clients or principles.

- Exhibitor must show goods manufactured or sold/distributed by them in the regular course of business. These items must be found on the exhibitor's Website, print pieces and pricing information. Only these items may be listed in the show program.
- Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in an exhibitor's display.
- IDDBA Show Management reserves the right to approve or reject any exhibit space application and to make any changes at any time to the exhibit space assignment or the floor plan.
- IDDBA Show Management reserves the right to refuse services to any company or individual, for any reason, at any time.

Exhibitor Responsibility

- The signature on the application and payment constitutes company agreement to abide by the cancellation policy and all rules and regulations (IDDBA, GES, Anaheim Convention Center, Health Department, Fire Department officials, regulatory agencies, etc.).
- Exhibitors must take all necessary precautions to protect property and personnel in the exhibit hall, comply with all sanitation/food safety rules and fire regulations.
- Each exhibitor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire prevention regulations, and public safety while participating in this exposition. Compliance with such laws is mandatory for all exhibitors and the sole responsibility of the exhibitor.
- IDDBA also reserves the right to curtail or close exhibits that reflect unfavorably on the character of the exposition or that are considered undesirable by Show Management. This restriction applies to literature; advertising novelties; handouts; conduct of persons; music; failure to comply with the IDDBA, GES, Unions with jurisdiction, Anaheim Convention Center, Fire Department, or Health Department regulations; noise (live or recorded); early teardown; off-premise activities; badge-sharing; freight deliveries; or anything considered objectionable by IDDBA.

Exhibitor Service Kit

- The service kit will be available in February. Information will be emailed to the exhibit contact.

Failure to Hold Exposition

If, for any reason, IDDBA 17 is canceled or deferred, or any contingency prevents the holding of the show, the exhibitor/their agents waive all claims for damages or recovery of payments made.

IDDBA Show Hours

IDDBA 17 hours are:

Sunday, June 4	11:00 a.m. - 5:30 p.m.
Monday, June 5	11:00 a.m. - 5:30 p.m.
Tuesday, June 6	10:00 a.m. - 2:00 p.m.

Indemnification

The exhibitor will indemnify and hold harmless the International Dairy-Deli-Bakery Association™ (IDDBA), IDDBA 17 Show, the Anaheim Convention Center (ACC) and Global Experience Specialists (GES), their agents and subcontractors from any and all damages and liability for anything whatsoever arising from or out of the occupancy of space by the exhibitor or the exhibitor's agents or employees, and from any loss or damage arising from any fault or negligence by the exhibitor, or the above named groups, or any failure on the exhibitor's part

to comply with any of the covenants, terms, and conditions herein contained, or otherwise, whether or not it be caused by or due to the failure of the above named or their agents or employees to perform any of these covenants herein, expressed or implied.

Any reference to the Anaheim Convention Center or ACC in this document also includes all governing agencies in Anaheim.

Liability

It is expressly agreed that the International Dairy-Deli-Bakery Association™, IDDBA 17 Show, the Anaheim Convention Center, Global Experience Specialists, and subcontractors for the above mentioned organizations will not be liable for any injury, profit loss, or loss of or damage to goods or property (including refrigerated or frozen product) of exhibitors on consignment, or otherwise, prior to, during or subsequent to the time of exhibiting, for any reason.

Exhibitors are responsible at all times for their own property, personal safety, actions, product liability, booth security, and adequate insurance, before, during, and after the event.

Each exhibitor is charged with knowledge of all laws, ordinances, and regulations pertaining to health, fire prevention regulations, and public safety while participating in this exposition. Compliance with such laws is mandatory for all exhibitors and the sole responsibility of the exhibitor.

Meetings on the Show Floor

- Only those individuals with an IDDBA exhibitor badge will be allowed in the expo hall before and after official show hours.

- Meetings with attendees (i.e., retailers, brokers, or non-exhibiting distributors/manufacturers/consultants) in the expo hall are permitted during show hours only on the show floor. No exceptions.
- Meeting rooms are available for meetings outside of the scheduled expo hours. See the [Meeting Room Request Form](#) for details.

No Suitcasing Policy

Suitcasing is the act of handing out product literature or samples at a trade show without being an exhibitor.

Suitcasing is not allowed inside or on the grounds of the Convention Center. Attendees found suitcasing will forfeit their badge and be escorted off the show floor.

Other Regulations

- Any and all matters not specifically covered by the preceding rules and regulations shall be subject solely to the decision of IDDBA Show Management.
- IDDBA Show Management shall have sole authority to interpret, amend, and enforce these rules and regulations.
- Each exhibitor, and its employees, agents, or contractor/subcontractors agree to abide by the foregoing rules and regulations and by any amendments or additions.
- Exhibitors or their representatives who fail to observe these conditions or who, in the opinion of IDDBA Show Management, conduct themselves unacceptably, may be immediately dismissed from the exhibit area without refund or other appeal.

Subletting of Exhibit Space

- Subletting is not permitted; no exhibiting company shall sublet or share its exhibit space with another business, division, or firm.
- Booth space is to be used solely by the company whose name appears on the exhibit application/contract and it is agreed that the applicant will not assign, or apportion the whole or any part of the space allotted.
- Only one company or division may exhibit per 10'x10' of booth space rented.
- IDDBA reserves the right to refuse service, exhibit space, registration, and/or admission to any person or company, at any time.

Uncontrollable Eventualities

The International Dairy-Deli-Bakery Association™, Anaheim Convention Center, Global Experience Specialists, and their subcontractors do not guarantee or insure exhibitors against damage or loss by fire, water, storm, weather, strikes, earthquakes, acts of war, acts of God, terrorism, or any other contingency.

Waiting List

Upon assignment of all exhibit booths, a waiting list will be established. Companies will be placed on the list in chronological order based on the date their signed application (with full payment) is received in the IDDBA office. In the event that a company on the waiting list cannot be placed on the exhibit floor, that non-exhibiting company will receive a full refund of their exhibit fees after the show.

Wristbands for Setup and Tear down

- Exhibitors must obtain a work wristband from IDDBA Registration. Wristbands must be worn on the wrist only.
- A new wristband is required for each day of work.
- Wristbands are valid during installation & dismantle hours only, NOT during show hours.
- Wristbands will be issued on show days and are valid for setup hours only. All exhibitor and EAC wristbands must be off the show floor an hour before show start.

Exhibitor and EAC Wristbands Valid:

Sunday, June 4 7:00 a.m. - 10:00 a.m.

Monday, June 5 7:00 a.m. - 10:00 a.m.

Tuesday, June 6 7:00 a.m. - 9:00 a.m.

(no wristbands will be allowed back on the show floor until 3:00 p.m. on Tuesday, June 7)

For move-outs EACs will not be permitted on the ACC parking lot until (1) one hour after the show has ended.

- In the unlikely event of a booth emergency that requires an EAC to enter during show hours, come to the IDDBA Information Counter at Registration to discuss options.