



## SUITCASING POLICY STATEMENT

IPPE is doing its best to help your company have a successful show. Show management has mandated increased measures to protect exhibitors from suitcasing (non-exhibiting suppliers) at the show. This is the show management's Suitcasing Policy, which will be posted using signage around the exhibit hall and included in the onsite guide for all attendees.

### SUITCASING POLICY/NO SUITCASING

Please note that while all meeting attendees are invited to the Expo, any attendee who is observed to be soliciting business in the aisles or other public spaces, in another company's booth, or in violation of any portion of the Exhibition Policy will be asked to leave immediately. Additional penalties may be applied. Please report any violations you may observe to show management or to your floor manager.

### WHAT SHOW MANAGEMENT WILL DO

#### The Suitcasing Prevention Team

Show management has created a Suitcasing Prevention Team that will be in place from the start of the show to the conclusion of the show. This team will respond to all complaints regarding suitcasing. The team will be trained on what to look for and the appropriate factors to determine if there is an issue.

The Suitcasing Prevention Team will have the following responsibilities:

- Review complaints concerning suitcasing
- Review each complaint off the show floor and take appropriate action, including removal from GWCC
- Routinely monitor public areas for suitcasing

### WHAT CAN YOU DO

If you have a pending dispute regarding suitcasing at the show, then you should consider the following:

**Prior to the Show:** If you feel there is a reasonable risk of a problem involving suitcasing, notify show management prior to arrival.

**Onsite:** If you suspect another company of suitcasing, report this to the show management office or your floor manager and someone from show management will come to your booth immediately.

**Show Management Action:** Show management will take one of the following actions:

Upon receipt of a complaint from an exhibitor, show management will investigate the complaint and determine what action may be taken, including meeting with the company that is accused of suitcasing. This will include:

- Remove anyone found violating the suitcasing policy; or
- If deemed advisable, show management will attempt to bring the accuser and alleged violating party together in a meeting in the show management office in an attempt to resolve the matter; or
- Take no action if it is determined there is no action necessary.

If show management determines that a complaint is valid but the violator will not leave the show floor, security will escort them off the GWCC premises.

***It is show management's objective to do everything legally possible to protect you from suitcasing.***