Transportation & Logistics Council
2027 Annual Conference Exhibitor Agreement

RESERVATION DEADLINE: **APRIL 23, 2027**

CONFERENCE DATES: **MAY 17 – 20, 2027**

To reserve Exhibitor Space at the Transportation & Logistics Council's Annual Conference please sign and return this Agreement to the Transportation & Logistics Council ("**TLC**" or the "**Council**") by mail, email or fax, along with your payment of the Exhibitor Fees on or before the **Reservation Deadline – April 23, 2027**.

General Terms and Conditions

This Annual Conference Exhibitor Agreement (the "**Agreement**") sets forth the general terms and conditions to participate as an Exhibitor at TLC's Annual Conference. This Agreement is also subject to any requirements and guidelines of the Hotel/Venue where the Annual Conference will be held, which are available upon request. Please be sure to read all terms and conditions in this Agreement before signing.

1. Exhibition Display Area Rental

A. Exhibitor Fees. The fee to exhibit at the Annual Conference for TLC Members and Non-Members is as follows:

- $2,300 for TLC Members
- $3,300 for Non-Members

The Exhibitor Fee includes:

- One Exhibition Display Area with one (1) six (6) foot draped table and two (2) chairs.
- One person to operate the exhibit table
- One complimentary full conference registration per Exhibitor including access to all General Sessions and networking events.
- Meals and breaks, which includes breakfast and refreshment breaks Tuesday through Thursday, lunch Tuesday and Wednesday, and the President's Reception dinner on Wednesday evening.

- Badges will be furnished to each Exhibitor that will allow them access to the meals and breaks.

Additional Booth Staff Members

- $500 per person will be charged for each additional exhibitor staff needed to work the conference exhibit.

- The fee for each additional staff member includes the meals and breaks defined above.

B. Payment of Exhibitor Fees.

Full payment of Exhibitor Fees must accompany a signed copy of this Agreement. Exhibitor Space cannot be guaranteed until payment in full is received.

Payment may be made by check or credit card.

- Checks must be made payable to "**Transportation & Logistics Council**".
- We accept American Express, Visa, MasterCard and Discover.

C. Cancellation of Annual Conference.

TLC reserves the right to cancel the Annual Conference. In the event the Annual Conference is canceled by TLC, the Hotel/Venue or a Force Majeure event (as defined below), Exhibitor will be notified and will receive a full refund of all fees previously paid for the exhibit space (less any nonrefundable fees incurred). The parties agree that in the event of such cancellation, the Exhibitor's sole remedy against TLC shall be the refund of monies paid to TLC by Exhibitor pursuant to this Agreement. TLC will not be responsible or liable for a failure of performance of this Agreement (including for any delay or cancellation of the exhibit or event) due to an Act of God, war, threat of war, actions of government, disaster, strikes, civil disorder, pandemics, epidemics, poor vendor performance, other emergencies making it advisable, illegal, or impossible to hold the event or deliver exhibitor benefits, acts of nature, power, communications, satellite, and network failures, or other circumstances beyond TLC's control (a "**Force Majeure**" event). Travel and accommodations are not refundable by TLC.

2. Booth Cancellation by Exhibitor

A. Cancellation Notice and Refunds.

Any notification of cancellation by Exhibitor must be in writing. Refunds will be made if written notification of cancellation is received by TLC on or before **April 23, 2027**, except that a service charge of $200.00 per exhibit space will be assessed and the remaining balance refunded. No refunds will be made for cancellation requests received by TLC after **April 23, 2027**.

B. Failure to Show/Occupy Space.

Exhibit space not occupied by the close of installation period will be forfeited and space may be resold, reassigned, or used by TLC. No refunds will be made for failure to show up during the installation period and occupy the Exhibit space.

3. Construction, Installation & Use of Exhibit Facilities

A. Acceptability.

All exhibits should serve the interests of the attendees and members of TLC, and the educational mission of TLC. TLC reserves the right to require immediate withdrawal of any Exhibitor or Exhibit that TLC believes is inappropriate for these interests or injurious to the purpose or mission of the Council.

B. Use of Space.

No exhibitor may assign, sublet or share space allocated without written consent from TLC. Aisle space may not be used for display. No vehicles, loudspeakers, live animals are allowed. Space must be staffed at all times during exhibit hours.

C. Construction of Exhibits.

Exhibits should be arranged so they do not block hotel exit signs or obstruct the general view of others exhibits. If other items are needed for the exhibit, the Exhibitor must make arrangements with the hotel to provide those services at the Exhibitor's cost and expense.

D. Installation Period and Dismantling of Exhibits.

Installation and set-up of exhibits may begin on **Monday, May 17** at **9:00 am** but must be completed by **Tuesday, May 18th** at **8:00 am**. Dismantling of exhibits must be completed by **Thursday, May 20, 2027** at **12:00 P.M.** If the Exhibitor fails to remove an exhibit, it will be removed at the cost and expense of the Exhibitor.

E. Audio-Visual, Internet, Phone Requirements.

Additional services and equipment, such as audio-visual, internet, phone, etc., must be ordered by the Exhibitor through the Hotel (additional fees may apply). Exhibitors who plan on having music in their booth(s) must obtain their own license for copyrighted music.

F. Fire and Safety Regulations.

All local regulations will be strictly enforced and the Exhibitor assumes all responsibilities for compliance. All decorations and display equipment must be fireproof. No combustible materials can be stored in or around the exhibit space.

G. Damage to Exhibit Facilities.

The Exhibitor must surrender the space occupied in the original condition. The Exhibitor or its agent may not injure or deface facilities, equipment or furniture. Nothing may be taped, nailed or attached to walls, columns, floor or furniture. If damage does occur, the Exhibitor shall be liable to the hotel facility owners for any costs or expenses relating to such damage.

H. Exhibit Hall Security.

The exhibit hall will not be locked or otherwise secured during non-conference hours. Exhibitors are responsible for properly safeguarding and insuring their merchandise, valuables and property. Neither TLC nor the hotel will be responsible for lost or stolen merchandise, valuables or property. No firearms are allowed.

I. Responsibility of TLC and Exhibit Facility.

The Exhibitor agrees to comply strictly with the terms and conditions contained in this Agreement, as well as the agreement between TLC and the Hotel, regarding the exhibit premises. Exhibitor agrees to indemnify and hold TLC and the Hotel harmless from any and all loss, damage, and expense (including attorneys fees) arising from the negligence or willful misconduct of the Exhibitor, its agents and employees in the performance of its duties and responsibilities under this Agreement.

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WHEREFORE, The undersigned hereby agrees to the terms and conditions of this Agreement.

Exhibitor Company Name: _____

By (signature): _____

Name (print): _____

Title: _____

Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail address: _____

Date: _____

Agreement must be signed to guarantee Exhibition Display Area space.

Exhibit Worker Information

Name	City	State	Email	Phone