

# 2022 OHIO TREE CARE CONFERENCE



## INVITATION TO EXHIBIT

The Ohio Tree Care Conference (OTCC), one of the oldest and most respected trade shows for tree care professionals in Ohio, is excited to get back together IN-PERSON in February. As a valued supplier of goods and services to the profession, we invite you to support the Ohio Tree Care Conference, **Rooted Together**, Tuesday, February 8 through Thursday, February 10.

Over 400 individuals representing commercial, municipal, utility, governmental, research, and educational entities will attend. This Conference draws professionals from across Ohio and the surrounding states. Don't miss this opportunity to market your products and services at the 2022 OTCC; it's the **only statewide conference** targeted to this group of arborists.

No matter how large or small your equipment, the Huntington Convention Center of Cleveland is the place to display it all! The exhibit hall has a 30' ceiling and will be the location of the Climber's Corner and the conference food and beverage functions.

### Tentative Trade Show Schedule \*Subject to change.

#### **Tuesday, February 8**

12:00 pm – 5:00 pm Exhibitor Move-In  
5:00 pm – 7:00 pm **Grand Opening**

#### **Wednesday, February 9**

8:00 am – 5:00 pm **Trade Show Open**

#### **Thursday, February 10**

9:00 am – 1:00 pm **Trade Show Open**  
1:00 pm – 5:00 pm Exhibitor Move-Out

### Location

Huntington Convention Center, 300 Lakeside Avenue, Cleveland, OH 44113, [www.clevelandconventions.com](http://www.clevelandconventions.com); (216) 928-1600  
Headquarters Hotel – Marriott Cleveland Downtown Key Tower, 1360 W Mall Drive, Cleveland, OH 44114. All reservations must be made by calling (800) 228-9290 or (216) 696-9300.

Room Block Name: Ohio Tree Care Conference - **Cut-off date January 18, 2022; based on availability**

Guest rooms are set aside at the **discounted rate of \$134 for Monday-Wednesday night stays for a standard room**. Rates are subject to applicable state and local taxes and are available on a first-come, first-served basis.

Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Web \_\_\_\_\_

Contact Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Description of products/services to be displayed (limited to 250 characters). The description may be used in Conference promotional materials.

**10' x 10' Booth (\$800 first space, \$300 each additional space, Corner booth \$50 extra)**

#### **Price Includes:**

- 10' x 10' Booth Space
- One 6' Skirted Table and Two Chairs
- One 7" x 44" identification sign
- Two Full-Conference Registrations (Additional workers may be registered at prevailing rates.)
- Promotion in Chapter Communications

☐ **Booth Selection(s)** See Floor Plan

**1<sup>st</sup> Choice** \_\_\_\_\_

**2<sup>nd</sup> Choice** \_\_\_\_\_

☐ **Non-Profit/Government Agencies** One FREE 10' x 10'

#### **Exhibit Space Requested**

1<sup>st</sup> 10' x 10' \$ 800.00

\_\_\_ Additional 10' x 10' Spaces x \$300 \_\_\_\_\_

\_\_\_ Corner Spaces x \$50 \_\_\_\_\_

**Total Enclosed: \$** \_\_\_\_\_

**Payment Options:** ☐ Check (Payable to **Ohio Chapter ISA**)

☐ Invoice Me (Purchase Order # \_\_\_\_\_)

**To pay by credit card, visit [www.ohiochapterisa.org](http://www.ohiochapterisa.org). If you are a member, please **Sign In** to begin the application.**

The Chapter currently accepts MasterCard and VISA. For your protection, credit cards are not accepted by phone, fax, email, or mail.

Use **Forgot Login/Password** if you don't remember your password. Please contact the Ohio Chapter ISA if you have any questions or have trouble.

By submitting this Exhibitor Application, we hereby apply for exhibit space for our use at the Ohio Tree Care Conference. If our choices of space have been assigned, we request the Ohio Chapter ISA assign what it considers the next best available space. We agree to abide by the Exhibitor Terms & Conditions as established by the Ohio Chapter ISA and any addendums that may be set forth. Upon entering the premises, exhibitor representatives hereby grant the Ohio Chapter ISA irrevocable permission to use their photograph, voice recording, and/or videotape in various Chapter publications and media.

**Mail Completed Form with Payment to the Ohio Chapter ISA.**

**Please contact the Chapter with questions.**

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## EXHIBITOR TERMS AND CONDITIONS

On behalf of the exhibiting Company in item 1 of the Contract (hereinafter referred to as the "Exhibitor"), we apply for booth space at the Ohio Tree Care Conference presented by the Ohio Chapter International Society of Arboriculture (hereinafter referred to as "Association") on the dates and location as inscribed on the Contract and any amendments thereafter, for the exhibition of the products and/or services designated and for no other purpose, subject to the Conditions, Rules & Regulations and any amendments hereinafter set forth.

**Booth Assignments** – Booth assignments are made in order of date received. All contracts must be accompanied by payment to be considered and assigned. Contracts without payment will not be processed.

**Booth Equipment** – Each 10' x 10' booth will be set with an 8' high back drape and 3' high side divider drape. Association reserves the right to prohibit or remove any exhibit, product, display or part thereof, or proposed exhibit display or device which in the opinion of the Association is not suitable to or in keeping with the product display policy or rules and regulations of the Association at the exhibitor's expense. Association reserves the right to rearrange floor plans and relocate any exhibit at any time.

Any portion of an exhibitor's display that extends or protrudes above or beyond that of the booth adjoining to the rear or side must, at the exhibitor's own expense, be completely smooth, flush-finished, and painted, with no exposed framework. It must be finished in such a manner as not to be unsightly to exhibitors in adjoining booths or to the Association. Association reserves the right to make a judgment as to whether a booth shall be finished on-site.

Exhibitor will be provided with one 7" x 44" identification sign; and the following per 10' x 10' space: one 6' draped table, two chairs, and one wastebasket. Additional booth furnishings and equipment may be ordered through the official decorator. Exhibitor Service Manual containing information and forms will be sent to all exhibitors approximately 60 days before the event.

**Booth Cancellation Policy** – Exhibitors who cancel 91+ days before the official trade show grand opening date will receive a refund of 75% of total monies paid; 60-90 days will receive a refund of 50% of total monies paid. NO REFUNDS for cancellations received less than 60 days before the official trade show grand opening. All cancellations must be submitted in writing to the Association.

**Conflicting Events During Trade Show** – To fully promote Association activities, the Association prohibits anyone from using hospitality suites and meeting rooms during events scheduled by the Association. Exhibitors shall not extend invitations, call meetings, hold hospitality events, or otherwise encourage the absence of visitors/attendees from the event or any scheduled event. Exhibitors only may request function space before, during, or after the Show at the headquarters hotel or another area venue for non-selling hospitality suites/meetings which must be arranged and approved through the Association.

**Distribution of Advertising Material and Canvassing** – Booth/promotional activities, such as demonstrations, live interviews, market research, etc., may not interfere with normal traffic flow nor infringe on neighboring exhibits. Booth/promotional activities will not be permitted outside of the exhibitor's assigned booth space. Exhibitors should reserve a reasonable portion of their exhibit space for crowds or lines that popular activities may attract. Canvassing or distribution of advertising material by an exhibitor or anyone representing a non-exhibiting firm is strictly prohibited outside of the exhibitor's booth space or in any part of the exhibit hall, meeting rooms, or public areas.

**Security Policy** – The Association will provide perimeter guard service during the hours the exhibit area is closed; however, the Exhibitor is solely and fully responsible for their exhibit material and should insure their exhibit against loss or damage from any cause whatsoever. All property of an exhibitor is understood to remain in their care, custody, and control in transit to or from or within the confines of the exhibit hall. No one will be permitted to enter the exhibit hall at any time other than during set-up hours determined by the Association and when the hall is open to attendees. Exhibitor understands that neither the Association nor the venue maintains insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

**Dismantle** – No exhibit shall be dismantled before the official close of the Show as determined by the Association. If observed dismantling early, the Exhibitor may be fined a \$500 violation fee, payable within 30 days from receipt of invoice. If observed dismantling early a second time, the Exhibitor may be barred from exhibiting at future events. Association recognizes that emergencies or other unforeseen circumstances may arise. Should it be determined necessary to dismantle early, the Exhibitor is required to contact the Association immediately. If the excuse is deemed acceptable by the Association, written permission to dismantle early will be provided to Exhibitor and fines will be waived.

**Exhibitor Terms and Conditions** – This contract is subject to all terms and conditions of the lease agreement between the Association and the venue. Dimensions and locations of each booth are believed to be accurate but only warranted to be approximate. Association reserves the right to revise the floor plan in the best interest of the Show. Booths are assigned only to the company that signs the application. No subsidiaries, distributors, manufacturers, etc. will be permitted to share, advertise, distribute literature or in any way occupy any booth or part of any booth assigned to that Exhibitor.

Upon submission of Exhibitor Contract, Exhibitor hereby expressly agrees to fully indemnify and hold forever harmless the Ohio Chapter ISA, association/event management, additional sponsors, and their respective officers, agents, and employees for any claims, losses, damages, or injuries of any kind whatsoever; arising out of or in any way related to this Agreement or the subject matter of this Agreement, specifically including but not limited to claims, losses, damages or injuries resulting from or alleged to have resulted from the negligence of Association, association/event management, additional sponsors, and their respective officers, agents and employees. In the event of a claim, suit, loss, damage, or injury to which this indemnification agreement applies, Exhibitor agrees to pay for the defense of Association, additional sponsors, association/event management, and its officers, agents, and employees against such claim, suit, loss, damage or injury, such defense to be provided by Association counsel. Exhibitor further assumes responsibility and agrees to indemnify and defend the Association and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises.

This Agreement shall be governed by and construed under the law of the State of Ohio. The courts of the United States and the State of Ohio located in Columbus, Ohio shall have exclusive jurisdiction over any legal action that may be brought by one Party against the other Party which relates in any way to this Agreement or the relationship between the Parties.