



**THE HUMANE SOCIETY**  
OF THE UNITED STATES

*Presents*

# **NATIONAL CONFERENCE ON ANIMALS IN DISASTER**

**THE HUMANE SOCIETY OF THE UNITED STATES**

**The Humane Society of the United States  
2008 National Conference on Animals in Disaster  
June 2-6, 2008  
Sacramento, CA**

## **2008 Exhibiting Opportunities**

The HSUS's 5<sup>th</sup> biennial National Conference on Animals in Disaster (NCAD) will be June 2-6, 2008 at the Doubletree Hotel in Sacramento, CA.

Successful disaster preparedness, mitigation, and response depend on the cooperation, collaboration, and creative leadership of all sectors – government, nonprofit and voluntary organizations, and the business community. Leaders from all of these sectors will participate in NCAD 2008, and we ask your participation in this important event.

Participants will have the opportunity to display goods and services to many emergency managers and responders, animal care and control professionals, and animal disaster volunteers of all levels and experience.

As an exhibitor, the HSUS will assist you in making your participation cost-efficient and worthwhile by providing you with the following amenities:

### **EXHIBIT HALL SCHEDULE**

#### **Tuesday, June 3**

7:00 am – 4:00 pm    Registration  
7:00 am – 4:00 pm    Exhibit Set-up  
6:00 pm – 7:30 pm    Welcome Reception & Exhibits

#### **Wednesday, June 4**

6:00 pm – 7:30 pm    Networking Reception & Exhibits

#### **Thursday, June 5**

1:30 pm – 5:00 pm    Disaster Response Fair & Exhibits  
5:00 pm – 9:00 pm    Exhibits Breakdown

**Each table fee includes the following:**

- **Cost: \$ \$310.00 per table**
- One skirted banquet table with two Chairs (display must fit within a 8' x 10' space)
- Listing in Conference Program
- Two Receptions in Exhibit Area
- Disaster Response Fair
- One Free admittance to Program Sessions
- Free list of Attendees

❖ Tables will be assigned on a first-come, first-served basis and requires full payment. Any displays must fit within an 8' x 10' space.

❖ Additional meal tickets and full conference registration may be purchased in advance or on-site at the conference registration desk.

## **EXHIBITOR CANCELLATION POLICY**

**Full Refund:** Cancellation must be in writing and received at the HSUS office no later than April 15, 2008 for a full refund, less \$25.00 processing fee.

**Partial Refund:** Cancellation must be in writing and received between April 16-May 15, 2008 for a 50% refund, less 425.00 processing fee

**No Refunds** will be given after May 15, 2008

All cancellations must be received in writing. Cancellations can be mailed to the Conferences and Events Department

The Humane Society of the United States

2100 L Street NW

Washington, DC 20037

or email to [jwilloughby@humanesociety.org](mailto:jwilloughby@humanesociety.org).

We look forward to working with you to make your exhibiting experience a success. For more information about exhibiting contact Joan Willoughby at 301-258-3056 or [jwilloughby@humanesociety.org](mailto:jwilloughby@humanesociety.org).

## **EXHIBITOR TERMS AND CONDITIONS**

All exhibits are to remain open and staffed during scheduled Exhibit Hall hours. No exhibitors will be allowed to move in late or dismantle early.

### **Conditions and Rules**

These exposition rules are part of the contract between the exhibiting firm and The Humane Society of the United States (show management). Show management shall have the authority to interpret and enforce these rules. All matters not covered by these rules are subject to the decision of show management. All decisions so made shall be as binding on all parties as the original rules. The exhibiting firm or its representative is responsible for familiarizing itself with all rules and regulations.

The exhibiting firm or its representative who fails to observe these conditions may be excluded from the exposition without refund.

### **Exhibit Personnel**

No exhibiting firm or member of an exhibit staff shall behave in a manner offensive to decency or good taste. Show management reserves the right to remove any exhibit staff deemed to be behaving inappropriately. In such event, there shall be no refund of either registration fees or table rental fees. Show management reserves the right to refuse to permit the exhibiting firm or exhibit staff to exhibit in and/or attend one or more future HSUS-sponsored expositions.

### **Liability**

Show management undertakes no duty to exercise care, nor assumes any responsibility, for the protection and safety of the exhibitor, its employees, volunteers, representatives, or agents; or the protection of any property of the exhibitor or its employees, representatives, or agents; or of property used in connection with the exhibit, from theft or damage, or destruction by fire, accident, or other cause. Small and easily portable articles shall be properly secured or removed after exhibition hours and placed in safekeeping by exhibitor. Any protection exercised, in fact, by show management shall be deemed purely gratuitous on its part and shall in no way be construed to render it liable to the exhibitor.

The exhibiting firm agrees to make no claim against The Humane Society of the United States or any of its sponsoring organizations, agents, or employees on account of loss occasioned by fire, accident, theft, storm, or damage from negligence; or on account of any injury to the exhibitor or exhibitor's employees, volunteers, representatives, or agents while in the exhibit quarters; or for damage of any other nature or character, including any damage to the exhibiting firm's business as a result of the exhibit or as a result of its installation or removal; or for failure to hold the exhibition as scheduled. The exhibitor agrees to indemnify and hold show management harmless from all such claims and from all claims or liability of any nature whatsoever arising from the activities of the exhibitor, its employees, volunteers, representatives, and agents, or from the property of the exhibitor. Show management shall not be liable for the fulfillment of this agreement as to delivery of space, if no delivery is made due to any one of the following causes: fire, floods, embargoes, war, acts of war (whether war is declared or not), acts of terrorism, riots, strikes, lockouts or other labor disturbances, lawsuits, acts of God, or acts, omissions, or delays in acting by any court, governmental authority, or the other party.

### **Insurance**

Exhibitors are advised to insure themselves at their own expense against property loss or damage and against liability for personal injury. Show management reserves the right to require, at its sole discretion, exhibitors to procure and maintain, at their own expense, insurance against liability for personal injury or property damage arising from the acts or omissions of employees, volunteers, representatives, or agents of exhibitors and to require exhibitors, as a condition of being permitted to exhibit, to provide show management with a certificate of insurance listing The Humane Society of the United States as a named insured or other satisfactory proof that such insurance is in place.

### **Cancellation and Reduction of Booth Size**

The exhibiting firm recognizes that The Humane Society of the United States will sustain losses in the event the exhibiting firm fails to provide timely notice of cancellation (by certified mail). These losses are not inclusive of the inability to replace those canceling, advertising, redesigning of floor space, and

others. The exhibiting firm agrees upon the following late cancellation assessment schedule as considered liquidation damages.

### **Assignment of Space**

Show management will make allocations of space guided by the requirements of individual exhibiting firms and reserves the right to arrange the floor plans and/or relocate any exhibit if deemed advisable in the best interests of the exposition.

### **Compliance**

Each exhibiting firm agrees to comply with all federal, state, and local laws and ordinances applicable to the space leased and also with such rules and regulations as deemed necessary by the exposition facility and/or show management.

### **Americans with Disabilities Act (ADA)**

Exhibiting firms must be in full compliance with the Americans with Disabilities Act.

### **Subletting Space**

No exhibiting firm shall assign, sublet, or apportion the whole or part of its allotted space or distribute literature for other products or services not manufactured or exclusively distributed by the contracted exhibiting firm.

### **Payment**

**WE WILL ACCEPT EXHIBITOR APPLICATIONS AND PAYMENTS IMMEDIATELY. Full payment must accompany your completed exhibitor application. Advanced Registration is required.**

**Walk-ins are not accepted.** Incomplete applications will be returned. You will be notified and your payment will be returned immediately if we are sold out when your application arrives. You will receive confirmation via e-mail once your application and payment have been processed.

### **Unions**

The exhibiting firm hereby agrees to abide by all agreements made among any unions or other labor groups with jurisdiction at the exposition and show management or its agents and the exposition facility.

### **Use of Other Names and Products**

Within its exhibit space, the exhibiting firm may not display or advertise equipment, products, or services bearing the name or logo of any company, dealer, or distributor other than that of the exhibiting firm. The exhibiting firm is permitted to promote the dealers and distributors of its manufactured products in signage, display material, literature, etc., as long as such promotion conforms to the display rules and regulations.

### **Marketing Activities outside Exhibit Space**

The exhibiting firm may not extend its marketing activities in any way or at any height level beyond the three-dimensional boundaries of its exhibit space. Displays of any kind, including products, advertising, promotional signs, literature, novelties, personal interaction, etc., will not be permitted in other exhibit spaces or public areas such as aisles, entranceways, lounges, approaches, corridors, meeting rooms, or other areas of the exposition hall or surrounding areas of hotel properties, including parking lots and other outdoor spaces or in hospitality rooms.

### **Solicitation**

All interviews, demonstrations, solicitations, and other activities must be conducted so as to not infringe on the rights of other exhibiting firms or offend visitors to the exposition. The exhibiting firm shall confine all such activities to within its exhibit space and not in the aisles.

### **Nonofficial Contractors**

The exhibiting firm shall neither contract for nor use any services in connection with its exhibit space at the exposition without the prior approval of show management. At least 60 days prior to the opening date of the exposition, the exhibiting firm shall supply in writing to show management the names of any persons or organizations (other than those designated as official contractors by show management) whom the exhibiting firm proposes to perform any services at the exposition. Show management will promptly notify the exhibiting firm of its approval or rejection of such selections. Nonofficial contracts must abide by all rules of the exposition for exhibiting firms and nonofficial contractors.

### **Noise**

Representatives operating sound equipment, televisions, radios, loudspeakers, or any noise-creating devices shall do so only at a level that will not interfere with other exhibitors and/or attendees. Show management reserves the right to restrict exhibits because of noise, method of operation, creation of safety hazards, or any other reason that will interfere with the best interests of the exposition as a whole.

### **Exhibit Dismantling**

Under no circumstances shall an Exhibitor dismantle their exhibit before the closing of the exhibition event without prior permission of the Exhibits Coordinator. Exhibitors that dismantle early will forfeit preferred booth location status at upcoming shows and may be assessed a \$100 fine.

### **Please keep a copy of this information for your records.**

The HSUS reserves the right to decline or cancel any exhibitor for any reason at any time.

## **HOTEL INFORMATION**

Register with the Doubletree Hotel Sacramento by calling: **1-800-222-Tree or hotel directly 916-929-8855 ext 4500**. The discount rate is reserved for conference attendees only. **Refer to Group code: CAD**

Doubletree Hotel Sacramento  
2001 Point West Way  
Sacramento, CA 95815

**Room Rate:** Room rates are per night plus applicable tax.  
\$118.00 Single/Double \$133.00 Triple \$148.00 Quad