



Exhibitor Agreement

S1000D User Forum 2010

**September 27-30 2010
Hotel Aerostar, Moscow, Russia**

Exhibitor Package Includes:

- One complimentary attendee
- One exhibit table 180 x 90 cm
- One power strip with basic electricity
- Exhibit hall signage
- Recognition in the forum agenda



S1000D User Forum 2010

Exhibitor Agreement

INSTRUCTIONS

For Reserving an Exhibit Table

Step 1

Complete, sign and submit this agreement to R&D CALS Center Applied Logistics via: e-Mail at exhibitor@s1000d.ru

Step 2

Pay for your exhibit table online through the forum registration web site (be sure to select "Exhibitor Registration"). The process will require you to register your complimentary attendee.

You can make substitutions at any time prior to the forum. You will be able to generate/print an invoice at the end of the process.

[REGISTER YOUR COMPLIMENTARY ATTENDEE & PAY NOW >>](http://onlinereg.ru/aevents2/ae2.php?go=171)

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Exhibitor Agreement

The R&D CALS Center Applied Logistics (CALC Center) establishes these rules and regulations for the S1000D User Forum 2010 for all Exhibitors. As used herein, "Hotel" shall mean the Business-hotel AEROSTAR, 37 bldg 9, Leningradsky Prospekt, Moscow, 125993, Russia. Exhibit space is open to all companies who market integrated logistic support products and services for the civil and military customers.

Table-Top Displays

A limited number of tables are available. Tables will be available for set-up in the "Sokolniki" + "Ostankino" + "Izmailovo" hall from 8:30 a.m. to 3:00 p.m. Monday, September 27, 2010. Construction/display that obscures the views of adjoining exhibits is not permitted. Signs can be attached to the table drapes but not on the walls, floors or any other area/surface.

Reservations

To reserve a table you must complete and fax/e-mail the enclosed form along with payment. Reservations will be granted on a first come first served basis. Faxed forms will be accepted; however, full payment must be received before your reservation is confirmed. CALC Center will not send written confirmation of the receipt of forms and payments but can be contacted concerning reservations. CALC Center reserves the right to decline any exhibit reservation request for any reason or to cancel the exhibit agreement for any reason and at anytime prior to or during the Forum.

Wireless Internet Access

CALC Center will provide **complimentary wireless internet access** in the exhibit hall area through a third-party contractor.

The performance and reliability of the wireless service is not guaranteed and CALC Center, its contractors and the hotel will not be responsible for any loss associated with the use of the service.

Exhibit Hours

Exhibits and displays must be completed prior to the opening of the Forum at 3:00 p.m. on Monday, September 27.

Monday, September 27 - 3:00 p.m. to 5:00 p.m.

Tuesday, September 28 - 8:30 a.m. to 5:00 p.m.

Wednesday, September 29 - 8:30 a.m. to 3:00 p.m.

Exhibit hours are subject to change as determined by CALC Center and communicated through the final Forum agenda.

Security and Responsibility

All property of the Exhibitor remains under his custody and control in transit to and from the exhibit hall and while it is in the confines of the exhibit hall. Neither CALC Center, its service contractors, nor any of the officers, staff members, or directors of the CALC Center are responsible for the safety of the property of Exhibitors from theft, damage by fire, accident, vandalism or other causes, and the Exhibitor expressly waives and releases any claim or demand it may have against any of them by reason of any damage to or loss of any property. Since the exhibit hall will not be locked during non-show hours, it is recommended that Exhibitors obtain adequate insurance coverage, at their own expense, for property loss or damage and liability for personal injury. The Exhibitor understands that neither CALC Center nor Hotel maintains insurance covering the Exhibitor's property, and it is the sole responsibility of the Exhibitor to obtain such insurance. The Exhibit Hall cannot be locked or secured in any manner.

Items of value should be removed from the area during non-exhibit hours. Exhibitors wishing to insure their goods should do so at their own expense. CALC Center assumes no responsibility or liability for the security of Exhibitor's materials or property at anytime prior to or during the Forum. No display is to be dismantled until all scheduled events have ended. Exhibitors have until 5:00 p.m., September 29, to remove their display and exhibit material from the exhibit hall.



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Use of Space

Exhibitor locations will be assigned at the sole discretion of CALS Center. CALS Center reserves the right to relocate display areas at any time. Only one company may occupy a single exhibit table. If companies desire to display jointly, each company must reserve table(s) according to the number of firms involved in the display. The same company must occupy an exhibit table for the duration of the Forum. Exhibitors shall not assign, sublet, or share the space contracted for with another business or firm unless approval has been obtained in writing from CALS Center. Exhibitors must show only goods manufactured or dealt in by them in the regular course of business. Should an article of a non-exhibiting firm be required for operation or demonstration in an Exhibitor's display, identification of such article shall be limited to the usual and regular trademark under which same is sold in the general course of business.

A firm or organization not assigned exhibit space will not be permitted to display products or solicit business in the Exhibition area. Exhibitors shall comply with all applicable Hotel rules and regulations. All displays, demonstrations, sales activities, etc., must be contained on the table and must not impede traffic through the aisles unless express permission is granted by CALS Center. Exhibits that include the operation of audio or video equipment, public address systems or any other noise-making machines must be conducted or arranged so as not to disturb adjacent Exhibitors. Exhibitors must secure approval of operating methods from CALS Center before the exhibit opens.

Distribution of circulars or promotional material may be made only on the table assigned to the Exhibitor presenting such material.

Care of Building and Equipment

Exhibitors or their agents shall not injure or deface the walls of the building, the tables, or the equipment.

Exhibitors are not permitted to drive tacks, nails, or screws into the walls or woodwork. When such damage appears, the Exhibitor is liable to the owner of the property so damaged. The use of stickers and decals is limited to the Exhibitor's own display.

Termination and Refunds

If Exhibitor fails to comply with these rules and regulations concerning use of exhibit space, CALS Center shall have the right to terminate this agreement immediately. In that event, Exhibitor shall forfeit the amount paid for the space reservation. In the event the Forum is canceled by CALS Center for any reason at any time, Exhibitor agrees that the sole liability of CALS Center shall be to return Exhibitor's payment less any reasonable expenses incurred by CALS Center.

In the event Exhibitor cancels this agreement before 15 of August 2010 no cancellation charge will be applied. In the event Exhibitor cancels this agreement after 15 of August 2010, a cancellation charge of one-half the space rental fee shall be assessed; if Exhibitor cancels after 1 of September 2010, a cancellation charge shall be the full space rental fee. All refunds will be made after the conference minus bank charges.

Exhibitors Authorized Representative

Each Exhibitor must name one person to be its official representative in connection with the installation, operation and removal of the firm's exhibit. The representative shall be authorized to enter into such service agreements as may be necessary to exhibit at the Forum. The Exhibitor's representative shall be in attendance throughout all exposition periods. The representative shall be responsible for keeping the exhibit neat, manned, and orderly at all times. The Exhibitor and its representative shall comply with all requests by the Hotel or CALS Center regarding the exhibit.

Laws, Regulations and Local Ordinances

It is the responsibility of each Exhibitor to have knowledge of, and comply with, all laws, ordinances and regulations pertaining to health, fire prevention, and public safety while participating in this exposition.



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Indemnification and Insurance

CALS Center, its members, officers, directors, employees and agents and the Hotel and its officers, directors, employees and agents, will not be responsible for any injury, loss or damage that may occur to the Exhibitor, or to the Exhibitor's employees or agents, or the Exhibitor's property, from any cause whatsoever, unless such injury, loss or damage is caused by the gross negligence of CALS Center, its members, the Hotel, or their respective employees or agents.

Exhibitor agrees to indemnify, defend and hold harmless CALS Center and its members, the Hotel, and their respective officers, directors, employees and agents from and against any and all claims, actions, demands and judgments (including all reasonable expenses and attorneys fees), whether for personal injury or property damage, including the Exhibitor's property or goods, caused by or arising out of the use, occupancy or activities of Exhibitor at the Forum, except to the extent that such injury or damage is caused by the sole gross negligence of CALS Center, its members, the Hotel, or their respective employees or agents.

Storage of Packing Boxes or Crates

Storage crates, boxes, or other extraneous materials are not to be stored in the exhibit area during the show.

Arrangements must be made with the hotel for pickup, storage, and return at regular drayage rates. CALS Center assumes no responsibility or liability for the security of Exhibitor's materials or property.

Fees

The fees for each table are as follows:

90000 RUR (about \$3000) if payment is received before September 1, 2010

120000 RUR (about \$4000) if payment is received after September 1, 2010

Fees include:

- One complimentary attendee
- One exhibit table
- One power strip with basic electricity
- Exhibit hall signage
- Recognition in the forum agenda

Rental fees do not include the cost of additional equipment, additional electricity and audio/visual equipment. Audio/Visual equipment may be ordered from the Hotel.

Please pay fees online from the forum registration web site.

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Exhibitor Agreement

Acceptance: The Exhibitor and its representatives agree to abide by all rules and regulations governing the S1000D User Forum 2010, which are incorporated in this agreement. The undersigned is authorized to execute this application and agreement on behalf of the Exhibitor.

Company Name

Address (1)

Address (2)

City/State/Zip

Country

Authorized Signature Date

Name (please print)

Title

Will your company use the complimentary wireless internet access provided in the exhibit hall? Yes No

Company/Product Description: As you would like stated in the conference proceedings (60 words max).

For CALS Center Use Only	R&D CALS Center Applied Logistics
Date of Receipt:	21B, 5-th Donskoy proezd, Moscow, Russia
Payment Received:	http://www.s1000d.ru , e-mail: exhibitor@s1000d.ru , fax: +7 (495) 955-51-37