INSTRUCTIONS—Complete all sections of this application. Mail the application with a check (made payable to the American Association of Law Libraries) to Hall-Erickson, Inc., 98 E. Chicago Avenue, Suite 201, Westmont, IL 60559, or request invoice for credit card payment information. Applications received must include full payment.

Company Name

Key Contact Name

Title

Address

City/State/Zip

Country

Phone    Fax

Website

E-mail

Contact (if different) for Scheduling and Marketing Opportunities

Title

Phone    Fax

E-mail

2. Please specify booth numbers for your choices of exhibit space in order of preference.

1. _____________  2. _____________  3. _____________

3. Locate our exhibit NEAR (list company names):

________________________________________________________________________

4. Locate our exhibit AWAY from:

________________________________________________________________________

5. PAYMENT

☐ Check (payable to American Association of Law Libraries) in the amount of $______________

☐ Credit Card - Check here to have invoice sent with credit card payment information.

6. WE AGREE TO ABIDE BY ALL RULES AND REGULATIONS GOVERNING THE EXPOSITION AS PRINTED ON THE REVERSE SIDE HEREOF AND WHICH ARE PART OF THIS APPLICATION. ACCEPTANCE OF THIS APPLICATION BY THE AMERICAN ASSOCIATION OF LAW LIBRARIES CONSTITUTES A CONTRACT.

Authorized Signature (Exhibitor)  Date

Authorized Signature (AALL)  Date

If full payment is not received by due dates outlined in this contract, your signature authorizes AALL to charge the payments to your credit card on file.

By signing this contract, the exhibitor agrees to receive materials by email, and U.S. Mail from AALL and its representatives and agents.

APPLICATIONS RECEIVED WITHOUT AN AUTHORIZED SIGNATURE AND/OR PAYMENT WILL NOT BE PROCESSED.

7. Mail this application to:
Hall-Erickson, Inc.
98 E. Chicago Avenue, Suite 201, Westmont, IL 60559

QUESTIONS?  Call Hall-Erickson, Inc., Exhibits Management, 630-434-7779 or email aall@heiexpo.com

FOR OFFICE USE ONLY
Date Received _______________      Member ☐ Yes ☐ No
Deposit _______________  Ck/Chg _________________
Corners ________________ Space Assigned ________________
Total Due _________________  Balance Due ________________
1. PAYMENT AND REFUNDS: To be included in the first round of exhibit space assignments, this application must be received by September 27, 2019 with the appropriate payment. Applications without such payment will not be processed nor will space assignment be made. Assignment of space shall be made by Show Management in accordance with the priority of dates on the receipt and the extent of the proposed exhibition. Any acceptance of an applicant does not imply endorsement by the Show Management of Exhibitor’s products or services, nor does rejection imply lack of merit of same. Cancellation: in the event an exhibitor desires to cancel his reservation of exhibit space, a written request for cancellation must be transmitted to Show Management in writing postmarked no later than March 6, 2020. If you cannot, you forfeit any other materials or benefits that you ordered with your exhibit rental. Should an exhibitor fail to exhibit, the reserved space shall be refunded less a $500 administrative fee. If Show Management should be prevented or materially affected from conducting the Exposition, the exhibitor must accept his exhibit space as reserved by the Exhibitor Information, or any amendment thereto, and Exhibit Management may have the Exhibitor assigned to another exhibit space. Exhibitor shall be liable for payments in full for rentals paid by him, and Show Management may lease any space so forfeited to another exhibitor. Exhibitor shall be liable for any claim or demand he may have against any of them by reason of any damage to or loss of any property of Exhibitor. The Exhibitor shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and Contractor Liability Insurance insuring and specifically referring to contractual liability set forth in an amount no less than that $250,000 Combined Single Limit for personal injury and property damage. Exhibitor shall provide Show Management with a copy of the insurance policy or rider which provides such coverage which names the AALL as co-insured.

11. INDEMNIFICATION: Exhibitor agrees that it will indemnify, defend and hold Show Management, the AALL, its respective officers, directors, employees, agents, and each of them (“Indemnities”), harmless and harmless from and against any and all claims, suits, demands, losses, damages, injuries, costs, expenses, losses, or liabilities of any kind, due to negligence, breach of contract, personal injury, or any other claims or actions whatsoever, whether or not such negligence or other claims or actions or any other injury or damage is the result of the gross negligence or willful misconduct of any of the Indemnities. Exhibitor covenants and agrees that in case Show Management is made to be a party to any litigation commenced by or against Exhibit Manager or to this agreement or the Premises, Exhibitor shall pay all court costs, expenses, and attorney fees and shall remain responsible for any settlement or judgment entered against the Exhibitor. Each Indemnitee shall be entitled to the fullest protection, indemnity, defense, and repairs of damage to property may be made at the Exhibitor’s sole cost and expense. The failure of Sponsor to insist upon compliance with The Rules and Regulations Exhibitor Information, or any amendment thereto, as it deems necessary to insure the success of the Exposition. Any and all matters not specifically covered by the preceding rules and regulations shall be subject solely to the decision of Show Management. THE SHOW MANAGEMENT SHALL NOT BE RESPONSIBLE FOR ANY LOSS, DAMAGE, OR INJURY TO ANY PERSON OR PROPERTY, INCLUDING, BUT NOT LIMITED TO, PERSONAL INJURY, DEATH, PROPERTY DAMAGE, OR OTHER LOSS, DAMAGE, OR CAUSE OF ACTION WHATSOEVER ARISING OUT OF THE владельцом, управляемым за счет заработной платы, который может быть воздушным, водным, наземным, морским, речным, водным или любым другим видом транспорта, транспортными средствами, юридическими или физическими лицами, а также за счет любого другого лица, не имеющего отношения к данному договору.

17. LIMITATION OF LIABILITY: IN NO EVENT SHALL AALL, SHOW MANAGEMENT, FACILITY, AND THEIR RESPECTIVE OWNERS, MANAGERS, OFFICERS OR DIRECTORS, EMPLOYEES, INDEPENDENT CONTRACTORS, SUBCONTRIBUTORS AND AFFILIATES COLLECTIVELY “SHOW MANAGEMENT PARTIES” BE LIABLE TO THE EXHIBITOR OR ANY CONTRACTOR, SUBCONTRACTOR OR SUPPLIER FOR ANY AMENDMENTS, WHEN MADE, ARE Brought TO THE NOTICE OF EXHIBITORS. EACH EXHIBITOR, FOR HIMSELF HERSELF AND HER HIRER EMPLOYEES, AGENTS OR CONTRACTORS AGREES TO ABIDE BY THE FOLLOWING RULES AND REGULATIONS AND BY ANY AMENDMENTS OR ADDITIONS THEEROETO IN CONFORMANCE WITH THE PRECEDING RULES AND REGULATIONS.