



Instructions: Fill in this form: (a) using Adobe® Reader®, print, and sign or (b) print, complete by hand, and sign. Fax or mail to **Hannover Fairs USA** as indicated at bottom of page. **If you fill out this form in Adobe Reader your subtotals and total will be calculated automatically.**

In accordance with the terms Company/Division identified below ("EXHIBITOR") applies to Hannover Fairs USA, Inc. ("ORGANIZER") for exhibit space ("SPACE") at the event ("EVENT") identified above, and the terms and conditions of this application and contract ("CONTRACT"), and the "Terms and Conditions of Participation" of this Contract (collectively, the "AGREEMENT").

Company Name		Company Representative		Job Title	
<div></div>		<div></div>		<div></div>	
Street Address / PO Box				Location of Company Headquarters (Country)	
<div></div>				<div></div>	
City	State / Region	ZIP Code	Country		
<div></div>	<div></div>	<div></div>	<div></div>		
Phone	Fax	E-mail	Website		
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CHOOSE YOUR SECTOR
CHOOSE PARTICIPATION OPTION(S) -- 100-square-foot minimum

	SQ. FT.	PRICE PER SQFT UNIT PRICE*	SUBTOTAL	TOTAL
<input type="radio"/> Integrated Automation Motion and Drives <u>Special Display Areas:</u> <input type="radio"/> Digital Factory <input type="radio"/> Fluid Power Zone <input type="radio"/> Industrial Energy Systems <input type="radio"/> Industrial Supply <input type="radio"/> Surface Technology <input type="radio"/> ComVac	<input type="checkbox"/> Option 1, Raw space (sq.ft.)	<div></div>	<div></div>	<div></div>
	<input type="checkbox"/> Option 2, Booth Package A 10ft x 10ft - 100sq.ft. Curtain-type backdrop & side rails	<div></div>	<div></div>	
	<input type="checkbox"/> Option 3, Booth Package B 10ft. x 20ft. - 200sq.ft. Curtain-type backdrop & side rails	<div></div>	<div></div>	
	<input type="checkbox"/> Option 4, Booth Package C 10ft. x 10ft. - 100sq.ft. Shell scheme construction	<div></div>	<div></div>	
	<input type="checkbox"/> Option 5, Booth Package D 10ft. x 20ft. - 200sq.ft. Shell scheme construction	<div></div>	<div></div>	
	<input type="checkbox"/> Option 6, Booth Package E 20ft. x 20ft. - 400sq.ft. Curtain-type backdrop & side rails	<div></div>	<div></div>	
	<input type="checkbox"/> Option 7, Booth Package F 20ft. x 20ft. - 400sq.ft. Shell scheme construction	<div></div>	<div></div>	
	<input type="checkbox"/> IMTS Exhibitor Passport (optional) IMTS attendee list	<div></div>	<div></div>	

NOTE: For complete description of participation options and booth packages, refer to "EXHIBIT SPACE OPTIONS" on page 3 of this contract.

PAYMENT SCHEDULE: PARTICIPATION FEES, OPTIONS AND SERVICES

Payments for space are due in four installments as follows:

1. 10% due within 10 days of Contract's execution / 2. 30% due May 31, 2017 / 3. 30% due January 15, 2018 / 4. 30% due April 15, 2018

EXHIBITOR agrees that any CONTRACT accepted by ORGANIZER without a deposit, pending invoice to EXHIBITOR, shall be deemed valid and binding to the same extent as if a deposit had been made. EXHIBITOR understands and agrees that no portion of this payment is refundable, and that, except as outlined in item VI of the Terms and Conditions of Participation of this AGREEMENT, EXHIBITOR is liable for the total participation fee plus all options and services contracted for. **All fees are payable in U.S. dollars to Hannover Fairs USA, Inc., O'Hare Plaza II, 8755 West Higgins Road, Suite 900, Chicago IL 60631.**

Note: This document, when signed by EXHIBITOR and representative at ORGANIZER'S corporate headquarters, constitutes a binding legal AGREEMENT. ORGANIZER agrees to review EXHIBITOR'S CONTRACT and assign SPACE to EXHIBITOR's Company if available, consistent with show eligibility requirements and policies. EXHIBITOR agrees that upon ORGANIZER's acceptance of this CONTRACT, with or without appropriate payment of fees for participation, options and services, this AGREEMENT shall become a legally binding CONTRACT; enforceable against EXHIBITOR in accordance with its terms. By the signature below, the individual signing this document represents and warrants that he/she is duly authorized to execute this binding AGREEMENT on behalf of EXHIBITOR. EXHIBITOR agrees to be bound by the information and terms on pages 1 through 7 herein. Submission of this application by EXHIBITOR shall constitute acceptance for himself and his representatives, employees, and agents of all the rules, terms and conditions contained in the IMTS 'Rules Governing All Exhibits,' found on the IMTS.com Website and any duly adopted amendments thereto, and the EXHIBITOR's completed space application.

Signature	Printed Name	Date
<div></div>	<div></div>	<div></div>
Organizer's Use Only	V. 01 NOV 17 Accepted By	Date
<div></div>	<div></div>	<div></div>

Company Name

Products & services you plan to display

What type of company are you?

☐ Manufacturer☐ Importer☐ Association☐ Organizer of group participation☐ Service provider☐ Other (Please specify)

Please check the boxes that best describe your company:



INTEGRATED AUTOMATION, MOTION & DRIVES USA (IAMD USA)

INDUSTRIAL AUTOMATION SYSTEMS

- ☐ Assembly & handling systems, linear positioning systems
- ☐ Robotics
- ☐ Industrial image processing systems
- ☐ Control systems, PLC, SCADA
- ☐ Sensors and actuators
- ☐ Industrial PCs
- ☐ Embedded systems
- ☐ Measuring and test systems
- ☐ Laser technology
- ☐ Automation services
- ☐ Industrial building automation systems
- ☐ Safety and security systems
- ☐ Process Automation

ELECTRICAL SYSTEMS

- ☐ Electronic and opto-electronic components
- ☐ Electric and electronic test and measuring equipment
- ☐ Lighting equipment

SERVICES FOR AUTOMATION

- ☐ Engineering services
- ☐ Support and maintenance services

MICROSYSTEMS TECHNOLOGY

- ☐ Microsystems components
- ☐ Modular Micro-Systems
- ☐ Micro sensors
- ☐ Micro actuators
- ☐ Micro and fiber optics
- ☐ Micro assembly
- ☐ Micro joining technology
- ☐ Micro reaction technology
- ☐ Design and modeling of micro-systems
- ☐ Micro engineering
- ☐ Rapid micro product development
- ☐ Nanotechnology
- ☐ Microsystems technology, others

LINEAR DRIVES, GEARS, MOTORS & MECHANICAL TRANSMISSION SYSTEMS

- ☐ Linear motion systems
- ☐ Gears
- ☐ Electric motors & frequency inverters, motor drives
- ☐ Chain transmissions
- ☐ Belt transmissions
- ☐ Couplings and brakes
- ☐ Fasteners
- ☐ Springs

BEARINGS

- ☐ Floating bearings
- ☐ Rolling bearings

HYDRAULICS & PNEUMATICS

- ☐ Oil hydraulics
- ☐ Water hydraulics
- ☐ Pneumatics
- ☐ Condition monitoring and vibration reduction

SEALING TECHNOLOGY & LUBRICATION

- ☐ Seals
- ☐ Lubrication systems
- ☐ Lubricants

PRODUCTION EQUIPMENT FOR AUTOMATION, MOTION & DRIVES

- ☐ Equipment for bearing production and machining
- ☐ Manufacturing equipment for mechanical transmission systems, motors and seals
- ☐ Manufacturing equipment for automation & electrical systems



DIGITAL FACTORY Special Display Area

- ☐ Communication, networks and Field Bus Systems
- ☐ Industrial automatic data capturing and identification systems
- ☐ Operating systems
- ☐ Database systems, DBMS
- ☐ Program development systems
- ☐ Virtual reality systems
- ☐ Multimedia software
- ☐ Speech recognition software
- ☐ Video conferencing systems
- ☐ Internet & communication software
- ☐ Manufacturing execution systems, MES
- ☐ Product life cycle management software, PLM, computer aided design software, CAD
- ☐ Enterprise resource planning software, ERP
- ☐ Customer relationship management software, CRM
- ☐ Computer aided facility management systems
- ☐ Human resources software
- ☐ Quality management software
- ☐ Industrial IT services & outsourcing
- ☐ Industrial IT & software, others
- ☐ Industrial internet of things (IIoT)
- ☐ Wireless Technology



INDUSTRIAL ENERGY SYSTEMS USA Special Display Area

- ☐ Energy management systems, software and services
- ☐ Enclosures / cabinets
- ☐ Busbars
- ☐ Switches, circuit breakers
- ☐ Testing & measuring technology
- ☐ Transformers
- ☐ Switchgear
- ☐ Capacitors, filters
- ☐ Cables & cable processing
- ☐ Power supplies, UPS

Company Name

Please check the boxes that best describe your company:

 Industrial
Supply
USA
INDUSTRIAL SUPPLY USA

- ☐ Lightweight Construction
- ☐ Original Formed Parts (casting, sintering)
- ☐ Metal Parts Formed Without Cutting
- ☐ Machined Metal Parts
- ☐ Subcontracted Non-metal Parts
- ☐ Assemblies and Metal Structures
- ☐ Motor Vehicle Components (Automotive Technology)
- ☐ Steel and Ferrous Materials
- ☐ Non-ferrous Products, NF Products
- ☐ Intelligent Materials, Smart Materials
- ☐ Joining Techniques
- ☐ Outsourcing Production
- ☐ Contracting and Plant Engineering
- ☐ Services for Industrial Supply
- ☐ Maintenance and Facility Management Services, Process Outsourcing

 Surface
Technology
USA
SURFACETECHNOLOGY USA

- ☐ Electroplating technology units
- ☐ Lacquering systems, enameling systems, plastic coating systems
- ☐ Systems for industrial plasma surface technology and laser surface technology
- ☐ Plants for the production of microstructures
- ☐ Special systems for surface treatment
- ☐ Pollution control systems and supply systems for surface technology
- ☐ Analysis, measuring and testing technology for surface technology
- ☐ Lacquers, coating materials, paint raw materials, paint production technology
- ☐ Nanotechnology in surface technology
- ☐ Surface treatment services

 ComVac
USA
COMVAC USA**COMPRESSED AIR AND VACUUM TECHNOLOGY**

- ☐ Compressors for compressed air generation (acc. to. type)
- ☐ Piston compressors
- ☐ Screw compressors
- ☐ Compressors; application-related
- ☐ Accessories and components for compressors and compressed air technology
- ☐ Compressed air processing and plants
- ☐ Compressed air dryers
- ☐ Liquid separators and diverters of solid, liquid and gaseous matter for compressed air
- ☐ Systems for compressed air storage and distribution
- ☐ Vacuum technology
- ☐ Vacuum pumps
- ☐ Vacuum fitting, seals, vacuum valves & accessories
- ☐ Vacuum technology applications, solutions
- ☐ Services in the field of compressed air technology
- ☐ Services for the field of vacuum technology

HANNOVER MESSE USA 2018 Exhibit Space Options

Beyond the traditional raw floor space option, four booth package plans are available. Each booth package gives you everything you need to exhibit at HANNOVER MESSE USA co-located with IMTS 2018. These packages are designed to make exhibiting easier than ever, and they'll save you time and money. Take the guesswork out of exhibiting, and find the option that works best for you. EXHIBITORS can order additional required services via the IMTS online E-Kit.

Option 1: Raw Floor Space

Booth Space Cost: \$32 per square foot.

This cost includes:

- Booth Space
- IMTSedu exhibitor training program
- Promotional materials
- A listing on IMTS.com
- Curtain-type backdrop, side rails
- Standard Company Name Sign

Raw space EXHIBITORS will be required to order a Custom Block Package, which includes the cost of material handling, carpeting, nightly vacuuming and sometimes furniture. The cost of your Custom Block Package is calculated based on the weight density of your booth.

Option 2: Booth Package A

Booth Space Size: 10 x 10 ft. (100 sq. ft.)

Booth Space Cost: \$4,800

This cost includes:

- Booth Space
- IMTSedu exhibitor training program
- Promotional materials
- A listing on IMTS.com
- **Curtain-type backdrop, side rails**
- Standard Company Name Sign
- Custom Block Package
 - Material Handling - up to 17.99 lbs / sq. ft.
 - Carpet - Custom cut - 26 oz. plush
 - Nightly Cleaning
 - Visqueen Covering (prior to show)
- Standard Furniture:
 - 1 round table, 3 chairs, 1 reception desk & stool
 - 1 wastebasket
- 1 electric quad box (120V - 500 watt)
- 1 CDS XPress Lead Retrieval Device
- Exhibitors will have the choice of one of the following lead retrieval units:
 - Mobile Application (use your own Smartphone/Tablet)
 - XPress Connect
 - Handheld Mobile Device provided
 - XPress Connect Plus
 - PC-based solution (use your own PC/Mac)
 - XPress Connect Elite
- Exhibitors will receive complimentary delivery (does not apply to Mobile App)
- Exhibitors will receive a complimentary post-event email blast

Option 3: Booth Package B

Booth Space Size: 10 x 20 ft. (200 sq. ft.)

Booth Space Cost: \$9,000

This cost includes:

- Booth Space
- IMTSedu exhibitor training program
- Promotional materials
- A listing on IMTS.com
- **Curtain-type backdrop, side rails**
- Standard Company Name Sign
- Custom Block Package
 - Material Handling - up to 17.99 lbs / sq. ft.
 - Carpet - Custom cut - 26 oz. plush
 - Nightly Cleaning
 - Visqueen Covering (prior to show)
- Standard Furniture:
 - 2 round tables, 6 chairs, 1 reception desk & stool
 - 2 wastebaskets
- 2 electric quad boxes (120V - 500 watt)
- 1 CDS XPress Lead Retrieval Device
- Exhibitors will have the choice of one of the following lead retrieval units:
 - Mobile Application (use your own Smartphone/Tablet)
 - XPress Connect
 - Handheld Mobile Device provided
 - XPress Connect Plus
 - PC-based solution (use your own PC/Mac)
 - XPress Connect Elite
- Exhibitors will receive complimentary delivery (does not apply to Mobile App)
- Exhibitors will receive a complimentary post-event email blast

Option 4: Booth Package C

Booth Space Size: 10 x 10 ft. (100 sq. ft.)

Booth Space Cost: \$5,700

This cost includes:

- Booth Space
- IMTSedu exhibitor training program
- Promotional materials
- A listing on IMTS.com
- **Shell scheme construction**
- Company Name Sign
- Custom Block Package
 - Material Handling - up to 17.99 lbs / sq. ft.
 - Carpet - Custom cut - 26 oz. plush
 - Nightly Cleaning
 - Visqueen Covering (prior to show)
- Standard Furniture:
 - 1 round table, 3 chairs, 1 reception desk & stool
 - 1 wastebasket
- 1 electric quad box (120V - 500 watt)
- 1 CDS XPress Lead Retrieval Device
- Exhibitors will have the choice of one of the following lead retrieval units:
 - Mobile Application (use your own Smartphone/Tablet)
 - XPress Connect
 - Handheld Mobile Device provided
 - XPress Connect Plus
 - PC-based solution (use your own PC/Mac)
 - XPress Connect Elite
- Exhibitors will receive complimentary delivery (does not apply to Mobile App)
- Exhibitors will receive a complimentary post-event email blast

Option 5: Booth Package D

Booth Space Size: 10 x 20 ft. (200 sq. ft.)

Booth Space Cost: \$11,200

This cost includes:

- Booth Space
- IMTSedu exhibitor training program
- Promotional materials
- A listing on IMTS.com
- **Shell scheme construction**
- Company Name Sign
- Custom Block Package
 - Material Handling - up to 17.99 lbs / sq. ft.
 - Carpet - Custom cut - 26 oz. plush
 - Nightly Cleaning
 - Visqueen Covering (prior to show)
- Standard Furniture:
 - 2 round tables, 6 chairs, 1 reception desk & stool
 - 2 wastebaskets
- 2 electric quad boxes (120V - 500 watt)
- 1 CDS XPress Lead Retrieval Device
- Exhibitors will have the choice of one of the following lead retrieval units:
 - Mobile Application (use your own Smartphone/Tablet)
 - XPress Connect
 - Handheld Mobile Device provided
 - XPress Connect Plus
 - PC-based solution (use your own PC/Mac)
 - XPress Connect Elite
- Exhibitors will receive complimentary delivery (does not apply to Mobile App)
- Exhibitors will receive a complimentary post-event email blast

Option 6: Booth Package E

Booth Space Size: 20 x 20 ft. (400 sq. ft.)

Booth Space Cost: \$21,250

This cost includes:

- Booth Space
- IMTSedu exhibitor training program
- Promotional materials
- A listing on IMTS.com
- **Curtain-type backdrop, side rails**
- Standard Company Name Sign
- Custom Block Package
 - Material Handling - up to 17.99 lbs / sq. ft.
 - Carpet - Custom cut - 26 oz. plush
 - Nightly Cleaning
 - Visqueen Covering (prior to show)
- Standard Furniture:
 - 2 round tables, 6 chairs, 1 reception desk & stool
 - 2 wastebaskets, 2 literature racks
- 2 electric quad boxes (120V - 500 watt)
- 1 CDS XPress Lead Retrieval Device
- Exhibitors will have the choice of one of the following lead retrieval units:
 - Mobile Application (use your own Smartphone/Tablet)
 - XPress Connect
 - Handheld Mobile Device provided
 - XPress Connect Plus
 - PC-based solution (use your own PC/Mac)
 - XPress Connect Elite
- Exhibitors will receive complimentary delivery (does not apply to Mobile App)
- Exhibitors will receive a complimentary post-event email blast

Option 6: Booth Package F

Booth Space Size: 20 x 20 ft. (400 sq. ft.)

Booth Space Cost: \$21,700

This cost includes:

- Booth Space
- IMTSedu exhibitor training program
- Promotional materials
- A listing on IMTS.com
- **Shell scheme construction**
- Company Name Sign
- Custom Block Package
 - Material Handling - up to 17.99 lbs / sq. ft.
 - Carpet - Custom cut - 26 oz. plush
 - Nightly Cleaning
 - Visqueen Covering (prior to show)
- Standard Furniture:
 - 2 round tables, 6 chairs, 1 reception desk & stool
 - 2 wastebaskets, 2 literature racks
- 2 electric quad boxes (120V - 500 watt)
- 1 CDS XPress Lead Retrieval Device
- Exhibitors will have the choice of one of the following lead retrieval units:
 - Mobile Application (use your own Smartphone/Tablet)
 - XPress Connect
 - Handheld Mobile Device provided
 - XPress Connect Plus
 - PC-based solution (use your own PC/Mac)
 - XPress Connect Elite
- Exhibitors will receive complimentary delivery (does not apply to Mobile App)
- Exhibitors will receive a complimentary post-event email blast

Definitions

"ORGANIZERS," as used in these rules, means Hannover Fairs USA, Inc. ("HFUSA") and The Association For Manufacturing Technology ("AMT"), and the authorized agents and representatives of each, acting within the scope of their authority. The "Show" as used in these rules means HANNOVER MESSE USA to be held in Chicago, Illinois, U.S.A., September 10-15, 2018, inclusive.

"EXHIBITOR," as used in these rules, means any person or company exhibiting in the Show, its representatives, agents and employees at the Show.

The decisions of the ORGANIZERS in interpreting these rules shall be final.

I. Eligibility

- A. The following companies are eligible to exhibit:
 1. Companies under whose name eligible products are manufactured or sold.
 2. Distributors who represent manufacturers of eligible products nationwide in the United States, as identified in the official space application form. However, in the case of exhibits by distributors of the eligible products of more than one manufacturer, the directory listing shall bear the names of all manufacturers of the products exhibited.
 3. Publishers or providers of services in the manufacturing technology field.
- B. The ORGANIZERS reserve the right to deny exhibit space to any company or product, and eligibility to exhibit shall generally be a continuing requirement as of the date of the opening of the Show. However, companies and distributors who are eligible to exhibit as of the date the final space payment is due or paid shall be protected from disqualification under this rule or Rule VIII, due to subsequent bona fide changes in business relationships.

II. Limitation of Liability Indemnification

- A. EXHIBITOR waives all claims of every kind against the ORGANIZERS, its directors, officers, members, shareholders, parents, subsidiaries, affiliates, agents and employees including, without limitation, all claims for damages based on personal property damage, destruction, loss or theft, personal injury, cancellation of the Show, failure or refusal to provide space for any exhibit, preventing the display, operation, removal or dismantling of any exhibit, and any other act or failure to act of either or both of the ORGANIZERS.
- B. EXHIBITOR agrees to indemnify and save the ORGANIZERS harmless from claims by EXHIBITOR's agents or employees or by any other person, arising out of any act or omission in any way related to EXHIBITOR's participation in the Show, whether negligent or not.
- C. In the event of cancellation or disruption of the Show for any cause, the ORGANIZERS shall have the right to retain such part of EXHIBITOR's space payments as may be required to reimburse the ORGANIZERS for expenses incurred in connection with the Show.

III. Installation and Removal of Exhibits

A schedule of dates for arrival and removal from the exhibit halls of exhibit material shall be announced. Any expenses caused by failure to conform to these schedules shall be paid by EXHIBITOR.

IV. Dates and Hours of Show

All exhibits shall be completely installed and ready for display no later than 2:00 p.m., Sunday, September 9, 2018. Sales and distributor orientation may be conducted on Sunday, September 9, 2018 between 9:00 a.m. and 6:00 p.m.

Show dates: Monday, September 10 - Saturday, September 15, 2018

Show daily hours:

Lakeside Center & North (C Hall) . Exhibitor: 7:00 a.m. - 5:30 p.m. - Attendee: 9:00 a.m. - 5:00 p.m.
 North (B Hall) & South Hall Exhibitor: 8:00 a.m. - 6:30 p.m. - Attendee: 10:00 a.m. - 6:00 p.m.
 West (F Hall) Exhibitor: 7:00 a.m. - 5:30 p.m. - Attendee: 9:00 a.m. - 5:00 p.m.

V. Dismantling of Exhibits

No exhibits shall be dismantled or removed, in whole or in part, prior to close of show, Saturday, September 15, 2018, or such other time as designated by ORGANIZERS. ORGANIZERS may prevent the removal or dismantling of any exhibit before the time of closing.

VI. Payment Schedule - Cancellation or Reduction of Space**Notice of Change of Plans**

- A. Payments for space are due in four installments as follows:
 1. 10% due within 5 days of Contract's execution.
 2. 30% due May 31, 2017 (with return of contract)
 3. 30% due January 15, 2018
 4. 30% due April 15, 2018

5. If the EXHIBITOR returns his contract after April 15, 2018, the contract must be accompanied by an amount equal to the total of all installment payments accrued as of the date that EXHIBITOR signs the contract. (For example, a contract submitted on January 15, 2018, must be accompanied by an amount equal to the total of the first three installment payments.)
- B. Space payments are non-refundable. In the event that EXHIBITOR fails to use all or part of any space contracted for, no part of any payment hereunder with respect to unused space will be returned to EXHIBITOR. However, a percentage of the forfeited payments can be applied to IMTS 2018 for cancellations made between May 31, 2017, and April 15, 2018, based on the following schedule:

Date	Payment Terms	Cancellation Credit %	Forfeiture Amount
10/12/2016	10% Deposit		100%
05/31/2017	30% With Contract	50%	50%
01/15/2018	30% 2nd Payment	50%	50%
04/15/2018	30% Final Payment		100%

If the cancellation or reduction is made after April 15, 2018, all payments for cancelled space are forfeited.

- C. If at any time between May 31, 2017 and June 30, 2018 an EXHIBITOR determines not to use some or all of the space for which he has contracted, he shall give prompt written notice to Hannover Fairs USA of his change in plans, so that Hannover Fairs USA may reallocate the unused space pursuant to Rule XXXI as may be necessary or appropriate to the satisfactory arrangement and conduct of the Show. Failure to furnish the notice required by this rule shall subject an EXHIBITOR to a surcharge of 25 percent of cost of the space not used.

VII. Rejected Display

Each exhibit shall be admitted to the Show and shall remain at the Show from day to day, subject to EXHIBITOR's continued compliance with these rules. The ORGANIZERS reserve the right to reject, eject or prohibit any exhibit or its operation in whole or in part, or to eject or refuse to admit EXHIBITOR or EXHIBITOR'S representative, for failure to comply with these rules or with any instructions issued by the ORGANIZERS or for conduct deemed by the ORGANIZERS to be detrimental to the best interests of the Show. If an exhibit is rejected, ejected or prohibited for violation of these rules, or EXHIBITOR or EXHIBITOR'S representative is ejected or refused admission pursuant to this paragraph, EXHIBITOR shall have no recourse against the ORGANIZERS and no portion of the space payment shall be refunded.

VIII. Subleasing and Identifying Other Products and Services

- A. EXHIBITOR shall not sublet any part of his space. However, an EXHIBITOR may use assigned space to exhibit any eligible products: (i) manufactured or sold in EXHIBITOR'S own name, (ii) manufactured or sold by any company controlled by or under common control with EXHIBITOR, (iii) manufactured or sold by a joint venture in which EXHIBITOR participates, or (iv) produced or sold pursuant to a manufacturing or sales license. Comparisons or comparative tests involving actual products or equipment other than those defined immediately above as "eligible products" will not be permitted unless the manufacturer of the product or equipment concerned shall have given prior or written consent. EXHIBITOR shall be permitted to registered Booth shares (co-exhibitors) for their exhibit space. EXHIBITOR agrees to make full financial payment to ORGANIZER for Space and is financially responsible for Booth Shares. The EXHIBITOR is responsible to ensure that its Booth Shares abide by the Terms and Conditions of this Contract and the Terms and Conditions of Participation.
- B. EXHIBITOR shall not exhibit, offer for sale, give as a premium, or furnish literature about any other products or services except where the ORGANIZERS determine that such activities are required for the proper demonstration or operation of EXHIBITOR's displays. In any case, identification of such articles or services shall be limited to the regular nameplate, imprint, or other identification, which in standard practice appears normally on the articles or in connection with the services. EXHIBITOR shall not permit persons other than its own representatives (including those of any corporate affiliate, joint venture partner or licensee), representatives of the ORGANIZERS or of officially designated labor or service sources to use its booth for any purpose.

IX. Admission and Identification

Admission of EXHIBITOR's representatives and visitors to the exhibit halls shall at all times be controlled solely by the ORGANIZERS. EXHIBITOR's representatives shall wear identifying badges as provided by the ORGANIZERS throughout the Show hours, installation and dismantling periods.

X. Booth Representatives

EXHIBITOR may be represented in its booth by direct representatives (employees who are scheduled for actual booth work) and distributor representatives.

XI. Admission During Non-Show Hours

EXHIBITOR's representatives, distributors, and the working press shall be permitted to enter the Show two hours before the scheduled opening. Representatives of EXHIBITORS, distributors, and the working press who require earlier entrance may obtain special permission at the Show Management offices on the previous day by 2:00 p.m. EXHIBITOR's representatives, distributors, and members of the press shall be permitted to remain in the Show 30 minutes after the scheduled closing of each day. Special permission must be obtained at the Show Management office in advance if an extension of time is needed.

XII. Photography

During the move-in and move-out periods, EXHIBITOR's personnel, agents or other representatives acting on its behalf will be limited to picture taking within its own booth(s). During the exhibition, each EXHIBITOR has the prerogative of establishing its own policy on picture taking in its booth during Show hours and notifying visitors of the policy. During the exhibition no pictures may be taken of exhibits when the Show is closed in the respective exhibit halls without permission from Show Management. Anyone violating these rules will be ejected from the Show floor and must surrender his/her admission credentials.

XIII. Attire

EXHIBITOR's representatives wearing distinctive costumes, uniforms or shopcoats, or carrying banners or signs separately or as part of their apparel, shall not be permitted to appear in the Show, except in their own booths or in their ordinary passage to and from such booths.

Show management reserves the right in its sole discretion to deny admission to any EXHIBITOR or attendee whose dress or conduct is deemed by the ORGANIZERS to be inappropriate.

XIV. Labor and Services

EXHIBITOR shall employ only labor made available from sources officially designated by the ORGANIZERS for the installation, maintenance and dismantling of its exhibit, and shall use only the service organizations officially designated by the ORGANIZERS for all services in connection with the installation, maintenance, cleaning and dismantling of exhibits and in connection with the operation of projection devices.

XV. Conditions for Displays

All special exhibit units shall be fabricated in accordance with these rules and such additional instructions as may be issued from time to time by the ORGANIZERS. All display material made in the United States shall bear appropriate A.F.L.-C.I.O. union labels.

A. EXHIBITOR may submit sketches of and specifications for proposed exhibits. The ORGANIZERS shall advise the EXHIBITOR regarding the acceptability of its proposed exhibit under show rules, but reserve the right to require changes before or after the exhibit is installed.

B. Height restrictions for booth construction - see attached addendum. (Please note upper limit on booth construction in relation to ceiling height.)

C. The use of viewing platforms is permitted. Elevated platforms shall have guardrails and toe boards so as to minimize injury to persons working on or below such platforms. Railings shall consist of a top rail, intermediate rail, and posts, and shall have a vertical height of at least 42 inches (106.68 cm) from the upper surface of the top rail and the floor. The intermediate rail shall be approximately halfway between the top rail and the floor. Openings between the top rail surface and any other surface, such as the intermediate rail or toe boards, shall not exceed 19 inches (48.26 cm). Toe boards 4 inches (10.16 cm) high shall be installed on each platform unless the space between the top rail and platform floor is enclosed with some type of material (such as Plexiglas) that provides protection from falling objects to persons working or walking below the platform.

Stairways leading to the viewing platform shall comply with OSHA regulations 1910.24 (fixed industrial stairs) and 1910.23 (guarding floor and wall openings and holes). Applicable subsections of 1910.24 include: (a) application of requirements, (c) stair strength, (e) angle of stairway rise, (f) stair treads, and (h) railings and handrails. Applicable subsections of 1910.23 include: (d) stairway railings and guards and (e) railings, toe boards, and cover specifications. All multi-level exhibits with access via stairways or ramps to a second level require the approval of the ORGANIZERS' Exhibitions Department and must follow Chicago Fire Department Codes. Full detail exhibit plans must be submitted to the Exhibitions Department by July 1, 2016.

Any violations of these rules may cause the use of the platform to be discontinued.

D. Machines shall be displayed as much as possible in positions comparable to their actual installation in shops, and shall not be mounted on pedestals, platforms, or other height-increasing devices, except turntables, which shall be limited to a height of 18 inches (45.72 cm). However, skids of normal size may be left under machines when conditions require, and machines may be supported above the floor in order to avoid cutting a pit for part of the machine. The space occupied by machinery and equipment shall not exceed 60 percent of the total exhibit space, and operating equipment shall be at least three feet (.914 meter) from any aisle. Non-operating machines and displays must be set back 12 inches (30.48 cm) from the aisle line of the booth. The ORGANIZER shall have the final approval for equipment placement.

E. Multi-sided signs, projection screens or logos may not face an adjacent exhibitor less than or within 10 feet (3.04 meters) of the adjacent exhibitor. This will include back walls, side panels, headers and towers. They must also not be visible from adjacent EXHIBITOR when displayed on fabric/curtain.

Any signs with unfinished or unpainted backs must be draped, and not exceeding 24 x 24 inches (60.96 x 60.96 cm), may be placed directly against machine. EXHIBITOR shall not display signs referring to the products of another company other than an affiliated company or other EXHIBITOR. Signs stating that a machine on exhibition has been sold are prohibited. Should the wording or appearance of any sign in EXHIBITOR's booth be deemed by the ORGANIZER to be contrary to the best interests of the Show, EXHIBITOR shall make such changes as requested by the ORGANIZER.

All hanging sign renderings must be approved. Please upload documents in the Hanging Sign Order form in your e-Kit by July 15, 2018. This should include relationship of sign to perimeter of booth, front elevation view showing sign height over booth and sign content. Hanging sign weighing more than 500 lbs must include a signed and stamped (current to 2018) certificate from a licensed structural engineer which attests to the actual hanging material weight, structural integrity and the method of support for the sign. Hanging signs suspended from hanging truss are subject to special height regulations.

See Table XVI Addendum for complete signage regulations for each building and hanging method.

F. Fabric floor coverings, linoleum, tile and safety mats may be placed on booth floors. All flammable materials must be flameproof (See Rule XXIV).

G. LASER SAFETY

Exhibits including lasers or laser systems shall comply with all applicable safety standards including: 1) the guidelines provided in the American National Standard, "Safe Use of Lasers" - ANSI Z136.1-2007 (for a copy please phone ANSI at (212) 642-4900); 2) "Safety Requirements for Machine Tools Using Lasers for Processing Materials" - ANSI B11.21-2006 (for a copy please phone AMT at (703) 827-5266); 3) the Federal Regulations, 21 CFR 1040.10 and 1040.11 of the Radiation Control for Health and Safety Act of 1968 (for information on Federal Regulations, which are enforceable by the Food and Drug Administration, EXHIBITORS should call (301) 443-4874; 4) any other applicable standard. For more information, contact AMT's Safety Director at (703) 827-5211.

H. VENTING EXHAUST INTO ADJACENT BOOTHS

All air conditioners, air handlers and HVAC systems used in any enclosed office area, conference, meeting and/or closing room must be vented to the interior of the booth and must be equipped with (1) a vertical air deflector for exhausted air and (2) sound reduction materials to decrease noise. Exhausted air must be directed upwards and may not be directed into any adjoining booth, aisles, walkways or a common back wall.

I. STORAGE OF ANY KIND IS FORBIDDEN

Storage of any kind is forbidden inside the display area, behind the back drapes, or beyond the display wall. All cartons, crates, containers, packing materials, etc., which are necessary for repacking must be labeled with "EMPTY" stickers and removed from the show floor. All unwanted containers and refuse should be placed in the aisle directly in front of the exhibit. Only a one-day supply of operational and advertising material may be stored inside the exhibit. EXHIBITORS dispensing matches are not allowed to store them in their booth overnight - unless they are placed in enclosed metal containers.

XVI. Illumination

Lighting and Projection must be confined within the boundaries of the booth and should not project into other booths or into the aisles.

XVII. Smoking is Prohibited

Smoking is prohibited except in designated areas.

XVIII. Sound Devices

No live musical performances. Sound produced by other means (See Rule XIX) should not exceed 85 decibels and not disrupt neighbors' activities relating to normal conversation. Machine operating noise is exempt from sound rule (see Rule XX).

XIX. Movies-Slides-Television

EXHIBITOR may project slides, motion pictures, last imaging and television images within its own booth, up to the height limitations for displays specified in Rule XV, provided that projection equipment, screens and sound equipment shall be located so that they are not objectionable to neighboring exhibitors and viewers do not obstruct aisles. Plans or sketches for all projections must be submitted to the ORGANIZERS by July 1, 2018. The ORGANIZERS reserve the right to curtail any sound device. EXHIBITOR assumes responsibility for compliance with union requirements relating to projection equipment and sound devices.

XX. Noise

EXHIBITOR shall cooperate in eliminating or reducing as much as possible the noise caused by operation of machines. Enclosures are required for equipment used in high-speed metal forming and metal cutting operations. Noisy or obstructive work during the open hours of the Show is prohibited. Displays involving noise that tends to interfere with ordinary conversation in adjacent booths shall be subject to such restrictions as to the location, frequency and other conditions of operation as the ORGANIZERS in its discretion may impose.

XXI. Guarding of Robots

- A. Adequate fencing and/or shielding of all robot demonstrations shall be provided to prevent attendees from contacting the robot and/or its arc of movement by reaching over, under or around such protection.
- B. Robot demonstrations shall be supervised at all times. When the robot is not being demonstrated, it must be deactivated in a foolproof manner so that unauthorized personnel cannot activate it.
- C. Positive stops shall be built into each robot to prevent swinging of its arms or movement into aisles and/or unguarded booth space.
- D. A check should be made to determine stability, particularly of those robots operating with high columns, and any unstable condition must be corrected.
- E. Robots must be classified as "collaborative" if they are to be displayed without safeguards.
- F. All other "industrial robots" must employ virtual fences at the least.
- G. Virtual fences are not a space saving solution.
- H. The collaborative robot default force limit of 150 N is calibrated for arms and hands. If people are to lean in for a closer look at the device (exposing their head and neck), the force limit should be reduced well below default.
- I. A risk assessment is recommended.

XXII. Electrical Wiring

Electrical wiring shall conform to the National Fire Protection Association NFPA 79 Electrical Standard for Industrial Machinery 1979 Edition or superseding standards and the Chicago Electrical Code. Wires laid across floors shall be guarded by wood, metal or other acceptable covers. All wiring for machines and displays must include one wire for ground.

XXIII. Safety

EXHIBITOR shall comply fully with the "Health and Safety Rules of Illinois" issued by the Industrial Commission of Illinois, 160 N. LaSalle Street, Chicago, IL 60602, and with all applicable rules and regulations of the Chicago Fire Department. No vehicles, manual or powered, shall be operated anywhere in the exhibit halls during the open hours of the Show. Any exhibited vehicle shall only have one gallon of fuel in the gas tank and vehicle battery must be disconnected.

XXIV. Flammable Material - Heating Devices

No flammable materials, as defined in the rules and regulations of the Chicago Fire Department, including decorative material and machine covers, shall be permitted within the Show area or within EXHIBITOR's booths. In connection with each fabric used in a booth, EXHIBITOR shall have, as required by the rules and regulations of the Chicago Fire Department, an affidavit establishing that it has been flame proofed, the date of the flame proofing, the type of chemical used, the process employed and the name and address of the processor.

Gas or oil furnace shall not be used in heat blanks or slugs for demonstrating forging machines. Induction heaters must be approved by the Chicago Fire Department.

EXHIBITOR shall make certain that fire hose cabinets, alarms and extinguishers within its booth are visible and accessible at all times. EXHIBITOR shall have readily available within its booth one 10-pound dry chemical-type fire extinguisher for each 2,500 sq. ft. (232 sq. meters) of booth space or fraction thereof.

XXV. Removal of Chips (Swarf) - Delivery of Materials

Finished work and chips (swarf) shall be removed each day, only after the Show's closing time, and materials shall be delivered only during non-show hours.

XXVI. Damage to Buildings

EXHIBITOR shall surrender the space occupied by him in the same condition as it was at the commencement of his occupation, normal wear excepted, and shall be fully liable for the cost of restoring the space to its former condition if he does not comply with this provision. EXHIBITOR shall not fasten machines or equipment to the floor by drilling into floor level or by use of adhesives, or sink machines below floor level. To make special provision for stabilizing machines, EXHIBITOR is required to obtain prior written permission from the exhibit hall management. If such permission is granted, all expenses involved shall be borne by the EXHIBITOR.

All cost for removing adhesive-backed, pressure-sensitive stickers and labels from floors, columns, walls, signs, other booths, etc., - anywhere in the exhibit halls - will be charged to the EXHIBITOR whose product they advertise.

XXVII. Lotteries, Contests

No casino-type games are permitted.

XXVIII. Distribution of Literature, Samples, Souvenirs, Food, Drink, Etc.

Samples, souvenirs, shopping bags, catalogs, pamphlets, publications, etc., shall not be distributed except from within EXHIBITOR's booths and in accordance with the provisions of Rule XXIX.

Adhesive-backed, pressure-sensitive stickers and labels shall not be distributed on Show site. Violations of this rule shall be deemed conduct detrimental to the best interests of the Show and will also subject the EXHIBITOR to any cleaning and repair charge incurred to remove them from floors, walls, columns, other booths, etc. Any food or beverage items distributed by EXHIBITORS to attendees must be purchased and supplied by McCormick Place Food Services (Savor...).

XXIX. Obstruction of Aisles or Nearby Booths

Any demonstration, live performance or other activity that results in obstruction of aisles or that prevents ready access to a neighboring booth shall be suspended as the ORGANIZERS in its discretion may specify.

XXX. Resolution of Disputes

The ORGANIZERS shall have the right, but not the obligation, to resolve disputes or disagreements between EXHIBITORS, or between EXHIBITORS and official contractors or labor unions. In the event of a dispute or disagreement final resolution shall be binding on the EXHIBITOR.

XXXI. Relocation of Exhibits

The ORGANIZERS reserve the right to relocate exhibits in a space other than the one specified in the contract if, in its judgment, such relocation is necessary or appropriate to the satisfactory arrangement or conduct of the Show. No relocation shall be made, however, without affording EXHIBITOR full opportunity to indicate a preferred substitute location, but any decision by the ORGANIZERS with respect to relocation shall be final and shall not relieve EXHIBITOR of any obligation under this contract.

XXXII. Free On-Site Services

Companies wishing to provide complimentary services (e.g. tooling, tool sharpening, coolants, oil, transportation, and other services related to the Show) must be IAMD, Industrial Supply, Surface Technology, ComVac USA 2018 or IMTS 2018 EXHIBITORS. The ORGANIZERS reserve the right to deny exhibit space to any company or product that is not applicable to the Show or its EXHIBITORS.

XXXIII. Additions and Amendments of the Rules

The ORGANIZERS may from time to time issue such additional rules as it deems necessary for the orderly presentation of the Show. Any rule may be amended at any time by the ORGANIZERS provided that such amendment shall not substantially diminish the rights or increase the liability of EXHIBITOR.

In the case of misunderstanding in translation, the English version shall be the official interpretation.

XXXIV. Good Neighbor Policy

In order to provide all EXHIBITORS with effective access to attendee traffic, exhibits must conform to IMTS Trade Show booth design codes that insure safety and protect line of sight for all EXHIBITORS.

ORGANIZERS require all peninsula/island exhibitors to uphold the following "Good Neighbor Policy":

1. As standard procedure, every peninsula/island EXHIBITOR must submit an exhibit drawing to AMT (IMTS) Show Management not later than July 1, 2018 - no exceptions.
 - A. The drawing must include dimensioning in such detail that will allow AMT Show Management to determine that there are clear sightlines which will not create competitive disadvantages for neighboring exhibitors.
 - B. For any deviation of show rules that may be in direct conflict, or subjective, EXHIBITORS must request a Rule Variance in advance (On or before July 1, 2018). AMT Show Management will respond to all Rule Variance requests by July 15, 2018.
2. Peninsula/island EXHIBITORS who do not provide booth drawings for approval will not receive exhibitor credentials for the show until they do so.
3. If an EXHIBITOR constructs an out-of-regulation booth without receiving an approved Rule Variance, the EXHIBITOR will be subjected to the following actions at the discretion of AMT Show Management:
 - A. EXHIBITOR will comply with IMTS booth design rules by modifying their booth design on-site during move in, complete and pay all associated charges two days prior to the opening day of the event.
 - B. EXHIBITOR will completely disassemble their booth and choose not to exhibit in the show. The EXHIBITOR will forfeit booth fees and booth location in following year's show.

EXHIBITORS are required to conduct themselves and operate their exhibit so as not to annoy, endanger, or interfere with the rights of others at the show. Show Management reserves the right to deny access to the exhibition floor to exhibitors not conducting themselves in a professional, ethical and otherwise appropriate manner.

Existing show rules require EXHIBITORS to conduct all booth activities within the confines of their exhibit space and not interfere with aisle traffic flow or access to neighboring exhibits. Activities may not disturb neighboring booths. Demonstrations, booth giveaways and literature must directly relate to the exhibiting company product, business or mission and not be offensive in any manner.

In the case of misunderstanding in translation, the English version shall be the official interpretation.

ADDENDUM

XV. Conditions for Displays

B. Height Restrictions for Booth Construction

For ALL Booths:

- Exposed back walls have no restrictions except when the backside is over 8 feet it must be finished. No raw walls will be allowed if they are above 8 feet high.
- Any exhibit above a 16 ft. height must submit drawings to AMT/Show Management for approval. (Section XV, Paragraph C)
- Signs to be hung from the ceiling must be approved by GES and Show Management. (Section XV, Paragraph E)

FOR EXHIBITS THAT ARE IN-LINE AND LESS THAN 300 SQUARE FEET:

Exhibit must remain @ 4 ft. for first 5 ft. to aisle. This rule applies only when 10ft. to 12. Ft. deep booths adjoin each other. This rule may be waived by mutual consent of adjoining exhibitors.

XVI. Hanging Sign Regulations

Hanging Sign Form Due July 15, 2018

East Level 3 - Hall D1 & D2	East Level 2 - Hall E1
Ceiling Height: 47-50 ft.	Ceiling height: 15 ft.
Allowed sign height: 16 ft. - Bottom of sign to floor Exceptions: No hanging signs in East Ballroom	Allowed sign height: 10 ft. - Bottom of sign to floor.

