



# RMS AAPG 2020 Exhibit Space Application/Contract

## 2020 AAPG Rocky Mountain Section Meeting • September 13-16 • Grand Junction, Colorado

The undersigned (hereafter called the "Exhibitor") hereby applies for exhibit space in the Exhibition of the 2020 Rocky Mountain Section Meeting of the American Association of Petroleum Geologists ("RMS AAPG"), to be held at the Two Rivers Convention Center in Grand Junction, Colorado, September 13-16 (the "Exhibition").

Company Name: \_\_\_\_\_ Div., if applicable \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State or Province/ZIP or Postal Code/Country: \_\_\_\_\_

Contact Name for Exhibit Coordination: \_\_\_\_\_

Title: \_\_\_\_\_

Phone (with area code): \_\_\_\_\_

Fax (with area code): \_\_\_\_\_

Email Address: \_\_\_\_\_

Web Site: \_\_\_\_\_

**1 EXHIBIT SPACE RENTAL:** The majority of space is rented in 100 sq.ft. increments to bona fide non-profit organizations at the discounted rate of \$4.00 per sq.ft. **Note: 3 spaces are 8 ft. x 16 ft., and 5 spaces can be enlarged to 10 ft. wide x 20 ft. deep at special rates per sq.ft. Contact RMS AAPG for details. The Exhibitor encloses payment in full for the total cost of space to be rented.**

**2 CALCULATION OF TOTAL COST OF SPACE TO BE RENTED:**

NO. OF SQ.FT. (100 minimum)	X	\$4/SQ.FT.	=	TOTAL COST OF SPACE	<b>FULL PAYMENT ENCLOSED</b>
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**3 OUTDOOR SPACE:** Space is rented in 100 sq.ft. increments at the rate of \$2.00 per sq.ft., **200 sq.ft. minimum.**

NO. OF SQ.FT. (200 minimum)	X	\$2/SQ.FT.	=	TOTAL COST OF SPACE	<b>FULL PAYMENT ENCLOSED</b>
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**4 ACCEPTANCE:** Once countersigned, this contract shall be binding upon its acceptance as set forth below. Not less than 60 days prior to September 13, 2020, the first general move-in date of the Meeting, Meetings Energy, the official exhibition manager, will send to the Exhibitor a copy of the 2020 Exhibitor Service Manual in PDF format. The matters contained in the Exhibitor Service Manual, the Rules Governing Exhibiting found on the reverse side of this Application/Contract, and any correspondence from RMS AAPG outlining revised booth location or size, floor plan layout, or Additional Rules and Regulations, are part of this contract. The Exhibitor agrees that upon receipt of the Exhibitor Service Manual it will immediately familiarize itself with all the contents contained therein. This is an expressed provision of this contract. The undersigned confirms that he or she has the authority to enter into this contract and hereby agrees to the terms set forth herein:

By: \_\_\_\_\_ (authorized signature)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

This application shall not be accepted, and shall not be binding upon RMS AAPG, until executed by its representative. If ever, at which time it shall become a binding contract between the parties hereto.

**5 PAYMENT & SUBMISSION OF APPLICATION:** Execute and return to (keeping a copy for your files):

2020 RMS AAPG Exhibits, c/o Meetings Energy/GEM  
 P.O. Box 3471  
 Tulsa, OK 74101-3471 USA  
 (Express mail address: 1524 S. Cheyenne Ave., Tulsa, OK 74119 USA)

**Make check payable to: Rocky Mountain Section – AAPG**

<b>FOR EXHIBITION MANAGEMENT USE ONLY</b>	
DATE APPLICATION RECEIVED	_____
AMOUNT OF DEPOSIT RECEIVED	_____
ACCEPTED FOR RMS EXHIBITION MANAGEMENT	_____
ASSIGNED EXHIBIT SPACE	_____
DATE ASSIGNED	_____
DATE PROCESSED	_____
CHECK #	_____

# Rules Governing Exhibiting

**Authority:** RMS AAPG, or its delegate, is charged with complete responsibility and full authority to enforce all of the provisions of these Rules Governing Exhibiting for the benefit of all concerned. Any exception to or deviation from these rules may be made only by RMS AAPG. No consent to any variation of any term or condition of this rental contract shall be valid unless in writing with the contract. Any notice by either party to the other shall be in writing and shall be deemed to have been duly given if delivered in person or by mail to the Exhibitor at the address given in the contract. RMS AAPG reserves the right to cancel a contract in the event the Exhibitor violates any of the provisions of the Rules Governing Exhibiting described herein.

**Registration:** Admission to the Exhibition will be by registration badge, booth worker badge, or exhibitor guest badge only. **All registration badges are non-transferable.**

**Exhibition Dates, Hours and Location:** The Exhibition will be held in the Colorado River Rooms I/II of the Two Rivers Convention Center, 159 Main St., Grand Junction, Colorado 81501. The Exhibition will be open to attendees:

Sunday, September 13	4:45 p.m. – 7:00 p.m.
Monday, September 14	8:00 a.m. – 5:30 p.m.
Tuesday, September 15	8:00 a.m. – 5:30 p.m.
Wednesday, September 16	8:00 a.m. – 1:00 pm

RMS AAPG reserves the right to make changes in the location, layout and opening hours of the Exhibition; however, such changes will be made known as far in advance of the Exhibition as possible. As part of the contract with RMS AAPG, the Exhibitor must guarantee that their booth will be staffed during all opening hours.

**Assignment of Space:** Assignments will be made on a first-come, first-served basis, based on the date the application and deposit are received. In the event the locations requested have been assigned, RMS AAPG reserves the right to assign a location nearest to the one requested.

**Cancellations:** This contract may be cancelled by either party without penalty on or before June 12, 2020, by giving notice in writing to the other party. RMS AAPG reserves the right to cancel or terminate this contract at any time and to withhold possession of exhibit space if the Exhibitor fails to abide by any part or provision of this contract. In any event, for cancellations, including reduction of contracted exhibit space, made after June 12, 2020 ("Late Cancellations"), exhibit space rental fees paid by the Exhibitor will be refunded only provided the canceled space can be resold. Refunds on all cancellations will be issued within 30 days after September 16, 2020. A cancellation fee of 25% of the total cost of the exhibit space originally contracted will be assessed on all refunds for Late Cancellations.

**Subletting of Space:** No Exhibitor shall, without prior written consent of RMS AAPG, assign, sublet, or apportion any space assigned hereunder, or have representatives, equipment, display material, courtesy cards or any other materials from businesses other than their own in their assigned exhibit space.

**Photographing of Displays:** The Exhibitor may take pictures and video of its own display; however, adjacent displays must not appear in the shot. **Photographing other exhibitors' displays is strictly forbidden.** The Exhibitor understands that photographs of the Exhibition may be taken by RMS AAPG's official photographer. By virtue of the Exhibitor's participation in the Exhibition, the Exhibitor acknowledges that its trademarks, logos, or similar marks owned by the Exhibitor may appear without restriction in promotional and other documentation produced by RMS AAPG.

**Disclaimer/Liability/Indemnification:** Neither the RMS AAPG, the Grand Junction Geological Society and Four Corners Geological Society (hosts of the Meeting), Meetings Energy, the Two Rivers Convention Center, the City of Grand Junction, nor any of their officers, agents or employees, shall be held liable for any damage, loss, harm or injury to the person or property of the Exhibitor or any of its officers, agents, or employees, resulting from strike, riot, smoke, fire, theft, water, acts of God, accident or any other cause beyond their control. The Exhibitor shall indemnify, defend and hold harmless the RMS AAPG, the Grand Junction Geological Society and Four Corners Geological Society (hosts of the Meeting), Meetings Energy, the Two Rivers Convention Center, the City of Grand Junction and their officers, agents and employees from any and all claims, demands, suits, liability, damages, losses (including death), costs, attorney's fees and expenses of whatever kind or nature, which might result from or arise out of any action or failure to act on part of the Exhibitor, any of its officers, agents or employees.

The RMS AAPG holds no interests in any exhibitor. Exhibitors rent exhibit space, exhibitors are independent business entities, and RMS AAPG is not responsible for any exhibitor's acts or omissions.

**Exhibitor Insurance Requirements:** The Exhibitor shall carry Comprehensive General Liability Insurance, including premises, operations and contractual liability coverage, with limits not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate for personal injury liability and property damage liability. The Exhibitor shall also carry Worker's Compensation and Employer's Liability Insurance in compliance with applicable laws. An original

copy of the Certificate of Insurance must be submitted to the RMS AAPG upon request.

**Exhibitor Services:** Each Exhibitor will be provided the following free of additional charges: An exhibit space 10 ft. deep, defined by 8-ft. high back drape and 3-ft. high side drapes, to include an 8-ft. skirted table, 2 chairs, wastebasket, and an identification sign. NOTE: Three spaces are 8 ft. deep x 16 ft. wide and five spaces can be enlarged to 10 ft. wide x 20 ft. deep. The Exhibition area is carpeted. RMS AAPG uses exclusive contractors for catering, electrical, plumbing, rigging, cleaning, show furniture, telecommunications, audiovisual, and security. The Exhibitor agrees to utilize these appointed contractors for such services. Other services may be furnished by official contractors appointed by RMS AAPG or by exhibitor-appointed contractors. The Exhibitor may appoint contractors for services other than those listed as exclusive upon written approval of the RMS AAPG. The request for such approval must be received not less than two weeks prior to the first general move-in date. Exhibitor appointed contractors must qualify for appointment in accordance with the procedures and requirements contained in the Exhibitor Service Manual and may perform services only for an Exhibitor which has received prior written approval for the contractor's appointment. RMS AAPG may withhold approval of a request for appointment of a contractor for any reason at the RMS AAPG's sole discretion.

**Installation and Dismantle:** **Absolutely no children under the age of 13 will be allowed in the Exhibition area during installation and dismantle.** General installation of exhibits may begin at 8:00 a.m. Sunday, September 13, 2020, and must be completed by 4:00 p.m. that day. **No move-in of equipment requiring the roll-up door permitted after 3:00 p.m.** RMS AAPG reserves the right to assign labor to set up, at the Exhibitor's expense, any display that is not in the process of being erected by 2:00 p.m. on Sunday. If a booth is completely vacant at 4:30 p.m. on Sunday, RMS AAPG reserves the right to take possession of the unoccupied space and may resell it without refund to the Exhibitor originally renting the space.

**All exhibits must remain assembled and intact until 1:00 pm, Wednesday, September 16, 2020, when dismantling may begin.** The Exhibitor expressly agrees not to begin packing or dismantling until that time. All exhibit materials must be completely removed from the Exhibitor's assigned space no later than **4:30 p.m.** on that day.

RMS AAPG will provide perimeter security for the Exhibition and will take reasonable precautions to safeguard exhibitors' property. The Exhibitor should arrange special security through the RMS AAPG should it feel its items are easily stolen. **NOTE THAT NO OVERNIGHT SECURITY WILL BE PROVIDED FOR OUTDOOR DISPLAYS.**

**Compliance with Facility Regulations:** The Exhibitor agrees to comply with all relevant regulations of the Two Rivers Convention Center. These regulations are available upon request from RMS AAPG exhibition management.

**Force Majeure:** In the event the Two Rivers Convention Center or any part of the Exhibition area is made unavailable for the Exhibitor's use for any period of time as a result of fire, flood, tempest or any other such cause or as a result of governmental intervention, malicious damage, acts of war, terrorism, strike, lockout, labor dispute, riot or any other cause or agency over which the RMS AAPG has no control, or should RMS AAPG decide that because of any such cause it is necessary to cancel, postpone or relocate the Exhibition, or reduce the installation time, exhibit hours, or dismantle time, RMS AAPG shall have no liability to or responsibility to reimburse the Exhibitor with respect to any damage or loss directly or indirectly arising as a result thereof.

**LIMIT OF LIABILITY:** IN NO EVENT WILL RMS AAPG'S LIABILITY EXCEED THE AMOUNT PAID TO RMS AAPG BY THE EXHIBITOR TO RENT EXHIBIT SPACE AT THE 2020 AAPG ROCKY MOUNTAIN SECTION MEETING. RMS AAPG WILL NOT BE LIABLE TO THE EXHIBITOR FOR ANY LOST PROFITS, LOST SAVINGS OR INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, ARISING OUT OF THE EXHIBITOR'S USE OR INABILITY TO USE THE EXHIBIT SPACE RENTED OR THE BREACH OF THIS CONTRACT BY THE EXHIBITOR, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

**Americans with Disabilities Act:** The Exhibitor understands that the Americans with Disabilities Act (Public Law 101-336) requires that its display be accessible to persons with disabilities and agrees that it is solely responsible for assuring that its display complies with the provisions of the Act.

**Jurisdiction:** This contract shall be governed by the laws of the State of Colorado, USA. Time is of the essence of this agreement.

**Exhibitor Correspondence:** Please address all correspondence concerning logistics of the Exhibition to:

Bruce Lemmon, CEM  
RMS AAPG Meeting Consultant  
c/o Meetings Energy/GEM  
P.O. Box 3471  
Tulsa, OK 74101-3471 USA  
Email: bruce@gemworldevents.net  
Mobile: (918) 625-2770