



IMRP2016

**VANCOUVER
BC, CANADA**

18th INTERNATIONAL MEETING ON RADIATION PROCESSING | Nov. 7-11 , 2016



iia
INTERNATIONAL
IRRADIATION
ASSOCIATION

40 YEARS of collaboration, innovation, and education.

EXHIBITOR GUIDE

AND

SERVICE MANUAL

www.imrp-iia.com

November 7-11, 2016

The Westin Bayshore Vancouver

EXHIBIT TIME TABLE – Exhibit Hall: Salon ABC

Monday, November 7, 2016	18:00 – 19:00
Tuesday, November 8, 2016	09:00 – 17:30
Wednesday, November 9, 2016	09:30 – 17:00
Thursday, November 10, 2016	09:30 – 15:30

SECTION 1 – IMPORTANT DEADLINE DATES

OCTOBER

- Monday, 3 First Day for Advance Shipment Arrivals
- Tuesday, 7 Hotel Accommodation at The Westin Bayshore
Recommendation: Reserve early! Block will sell out.
- Wednesday, 12 Online Exhibitor Profile
Confirmation of hardwalls
Exhibitor Stand Plan/Sketches
Proof of Liability Insurance
Registration of exhibitors
- Monday, 24 **Discount** deadline for all orders with Levy Show Services
- Monday, 31 Last day for Advance Shipment Arrivals

NOVEMBER

- Monday, 7 Shipped items may be delivered directly to the hotel
(no items accepted at hotel before Nov 7)

Hereafter, the 40th Anniversary International Meeting on Radiation Processing will be referred to as **IMRP 2016**;

The Westin Bayshore (venue for IMRP 2016) is referred to as the **Westin**.

IMPORTANT

Links (underlined text) are created throughout the Exhibitor Guide & Service Manual for your convenience:

- To get in touch with the various contractors,
- To access detailed information on specific items.

Order forms for all suppliers can be downloaded here: www.imrp-ia.com/exhibitor-manual.

Should you not find the information you are looking for, please feel free to contact Jennifer Patterson by email at jennifer@iseventsolutions.com.

SECTION 2 – IMRP CONTACT INFORMATION AND SUPPLIER LIST

CONFERENCE SECRETARIAT (SPONSOR & EXHIBITOR SERVICING)

IS EVENT SOLUTIONS

607, Notre-Dame, 2nd floor
St-Lambert, QC J4P 2K8
Canada

Jennifer Patterson
Tel: (450) 550-3488, ext. 113
Fax: (514) 227-5083
Email: jennifer@iseventsolutions.com

DECORATOR (Furniture, Accessories, Advance Shipping, Florals, Labour etc.)

LEVY SHOW SERVICES

12340 Horseshoe Way
Richmond, BC V7A 4Z1
Canada

Betty Luong
Tel: (604) 277-1726
Fax : (604) 227-1736
E-mail: bluong@levyshow.com

AUDIOVISUAL EQUIPMENT AND ELECTRICAL

**1 outlet (15amp, 110V) is included in booth rental. Wi-Fi is available.*

PSAV

1601 Bayshore Dr.
Vancouver, BC V6G 2V4

Nikki Jolie
Tel: (604) 633.6436
E-mail: njolie@psav.com

CATERING / HOTEL RESERVATIONS / WIRED INTERNET

*Wi-Fi will be available in the meeting area.

THE WESTIN BAYSHORE

1601 Bayshore Dr.
Vancouver, BC V6G 2V4

Morris Chu
Tel: (604) 691.6938
E-mail: Morris.Chu@westin.com

*** IMPORTANT SHIPPING INFORMATION ***

Shipping instructions and details regarding the loading dock can be found on page 11.

The IMRP 2016 Exhibit Office strongly recommends the coordination of your shipping with Levy Show Service, who is also the official decorator. Its services include the supplying of extra furniture, accessories, signs, labor, flowers & plants, transport, and material handling (drayage). Advance warehouse is strongly recommended as well as sending your material up to 21 days before the event as most transport companies will not offer a weekend delivery. It will not be possible to send material directly to the Hotel before the move-in date of Nov 7. Please refer to the Material Handling Information Forms in Levy Show Services order form kit for shipping instructions and addresses.

Online hotel room reservations at the Westin Bayshore:

<https://www.starwoodmeeting.com/events/start.action?id=1601114333&key=21BD7CA9>

Toll Free: 1-800-WESTIN-1 - group reservation code: **IMRP2016**

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AUDIO-VISUAL, COMPUTER RENTALS

PSAV is the official supplier for all audio-visual equipment and services inside the exhibit hall. The [equipment order form](#) from PSAV is available at this link: www.imrp-iaa.com/exhibitor-manual.

BOOTH CLEANING SERVICES

The Westin supplies general cleaning services in the exhibit hall. IMRP 2016 is responsible for maintaining clean aisles and rest areas within the exhibit hall. For individual booth cleaning requirements, please complete the [Levy Booth Cleaning Order Form](#). The order form is available at this link: www.imrp-iaa.com/exhibitor-manual.

BOOTH FURNISHINGS AND PLANS

Deadline: October 12, 2016

Please note that the exhibit hall has wall-to-wall carpets. A hardwall booth is included in the exhibition fee. Please indicate on the Exhibitor Reply Form if you will build your own booth structure or use the provided booth package.

Your booth package will be installed prior to your arrival on site.

Each regular 8' deep X 10' wide (2.5 m X 3m) booth package includes:

- 2.5m high white hardwall back wall
- 2.5m high x 1m long white hardwall sidewalls
- 1m high x 1.5m long white hardwall step down sidewalls
- 1 header fascia sign (*logo available for an additional cost*)
- 2 fabric chairs
- 1 6'x2' black skirted table
- 1 wastebasket
- Overnight security and general aisle cleaning

N.B. These furnishings are approved by IMRP 2016 and may not be returned or exchanged for a credit, reimbursement, or for alternative furnishings.

All additional requirements are the responsibility of the exhibitor. Order forms for additional requirements may be found at this link: www.imrp-iaa.com/exhibitor-manual.

Last minute and on-site modifications to orders will be subject to additional fees.

If you bring your own booth:

The IMRP Exhibit Office **must approve any booth built by an exhibitor or rented from a firm other than the official decorator**. The approval ensures that the dimensions were respected. The exhibitor remains fully liable to make sure that the custom booth fits in the provided 8' deep x 10' wide space. Please submit your sketches/plans by **October 12, 2016** to Jennifer Patterson at: Jennifer@iseventsolutions.com.

Please be reminded that the maximum building height in the exhibit hall is 8 feet.

CATERING

Some exhibitors may order food and non-alcoholic beverages to their booths at any time. Some restrictions may apply. You must contact [Morris Chu](#) at The Westin directly. Consumption or distribution of alcohol by exhibitors in their booth and in the exhibit hall is prohibited.

Daily breaks and dessert/coffee during lunches are served in the Exhibit Hall.

CEILING HEIGHT & COLUMN DIMENSIONS

The maximum building height in the Exhibit Hall is 8 feet. There are no pillars in the room.

CUSTOMS BROKER & TRANSPORTATION

[Levy](#) has been appointed official Customs Broker & Freight Forwarder for IMRP 2016. Exhibitors who follow the instructions of Levy will experience no difficulty exhibiting in Canada. The [customs and freight forwarder order form](#) is available at this link: www.imrp-iaa.com/exhibitor-manual.

Outlined below you will find all Canadian federal government requirements:

Temporary Importation:

Non-Canadian exhibitors may import exhibit booths and display items temporarily as outlined in the provisions of tariff classification 9993.00.00.00 duty free, on the condition that the goods will be exported from Canada upon the completion of the event.

It has been determined that this event qualifies under the provisions of the Foreign Organization Remission Order as outlined in tariff classification 9830.00.00.00.

Goods imported for sale or as giveaways are subject to duty (if applicable), and taxes at the time of importation.

Customs Clearance:

Commercial goods being shipped to Canada may clear Canada Customs at point of entry into Canada.

DECORATOR, FURNITURE & DRAYAGE

The IMRP 2016 Exhibit Office strongly recommends the coordination of your shipping with [Levy Show Service](#) who is also the official decorator. Its services include the supplying of extra furniture, accessories, signs, labor, flowers & plants, and material handling (drayage). Order forms are available at this link: www.imrp-iaa.com/exhibitor-manual.

ELECTRICAL SERVICES

Temporary electrical and lighting services will be provided by the electrical division of PSAV. In Canada the voltage-120 is 110 V and the primary socket type is North American Grounded. One 15amp 110V outlet is included per 10x8 ft booth.

Additional orders may be placed directly with PSAV. [Order form for Electrical Services](#) is located at this link: www.imrp-iaa.com/exhibitor-manual.

PSAV
1601 Bayshore Dr,
Vancouver, BC V6G 2V4

Nikki Jolie
Tel: (604) 633.6436
E-mail: njolie@psav.com

EXHIBITOR LISTING

Deadline: October 12, 2016

All IMRP 2016 exhibiting organizations are entitled to a listing in the on-line Exhibit Directory.

In an effort to make this international meeting more environmentally friendly, the IMRP 2016 will provide all congress information in a web app. A printed pocket guide will be provided.

In order to be included in the IMRP 2016 on-line Final Program, please **provide a 50-word description of your product or service in English by October 12, 2016 in your on-line Exhibitor Profile**. Should you exceed the 50-word limit, the first 50 words will be used; the descriptions will not be edited, and will appear as written. The purpose of this listing is for exhibitors to provide delegates with more information on their organization and what to expect at the booth.

If you did not receive your login information to update your online exhibitor profile please email Jennifer Patterson at: jennifer@iseventsolutions.com.

EXHIBITOR REGISTRATION

Deadline: October 12, 2016

The benefits of IMRP exhibiting companies include:

- Two (2) exhibitor staff badges for each booth module that was purchased. Sponsors are entitled to varying numbers of exhibitor staff badges depending on their sponsorship packages. This badge does **not** include access to the scientific sessions and does not include access to the gala.
- The exhibitor staff badge include food and beverage in the exhibit area for the duration of the exhibits. The exhibitor badge allows access to the exhibit hall, welcome reception, luncheons, breaks and breakfasts.
- A company listing and a 50-word description in the Exhibit Directory
- Overnight security in the Exhibit Area
- Attendance at other Social Activities will require registration and payment of appropriate fees.

Additional exhibitor badges above the company's allowance may be obtained at a cost of \$300 USD. It is permitted to surrender an exhibitor badge for replacement due to a correction or a change in personnel.

Please complete the Excel file that was sent to you by Jennifer Patterson in the week of June 13, 2016.

FLOOR PLAN

The [floor plan](#) showing the actual booth locations can be found in section 5 of this document. The IMRP Exhibit Office, for the overall benefit of the exhibition, may modify general layout and booth allocations.

FLORAL

[Levy](#) is the official decorator and will provide this service. For any floral requirements or plant rentals, please complete the order form or contact Levy Show services at 604-277-1726. [Order form for flowers/plants](#) may be found at this link: www.imrp-ia.com/exhibitor-manual.

HOTEL ACCOMMODATION

Hotel cut-off date: October 7, 2016

Sponsors and exhibitors are encouraged to reserve their hotel rooms at The Westin as soon as possible.

The Westin Bayshore

We have negotiated the following rates for one night, single/double occupancy (please add \$30 for an extra person):

- Standard room Main Building: \$209 CAN
- Junior Suite \$309 CAN
- Lanai Suite \$359 CAN
- Tour Parlour Suites \$359 CAN
- Deluxe Tower Building: \$409 CAN
- Executive Suites: \$409 CAN and up

The above prices are subject to:

- 5 % Goods and Services Tax (GST) to the room rate.
- 8% Provincial Sales Tax (PST) to the room rate
- 3% Municipal and Regional District Tax (MRDT)
- 1.5% Destination Marketing Fee (DMF)

For online reservations:

<https://www.starwoodmeeting.com/events/start.action?id=1601114333&key=21BD7CA9>

Reservation by phone 1-800-WESTIN-1 (when calling, please mention your affiliation with IMRP 2016 in order to benefit from the conference rate.)

INSURANCE

Deadline: October 12, 2016

The exhibitor should get proper liability insurance, being solely responsible for any physical loss or damage to, or any personal injury or other liability arising from exhibit material. All exhibitor property is in the care, custody and control of the exhibitor at all times. The period of liability of the exhibitor shall be deemed to run from the time the exhibitor or any of its staff first enters the exhibitor grounds, and to continue until all his exhibits and property have been removed.

The IMRP Organizing Committee, Congress Secretariat and Exhibit Office, The Westin or its agents assume no responsibility for bodily loss of, or damage to products, booths, and equipment of decorations, due to fire, water accident, theft or any other cause while they are on the premises or in any of its outbuildings.

Exhibitors must insure themselves against property loss/damage and liability for injury. Therefore, the exhibitor will provide IMRP by October 12, 2016, with satisfactory **proof of liability insurance in the limit of \$2,000,000 each and every occurrence.**

INTERNET

Wireless Internet access will be available at a no charge. Wired Internet is available at a rate of \$250 per line. See [Internet order form](#) from the Westin Bayshore at this link: www.imrp-ia.com/exhibitor-manual.

LIABILITY

Neither the International Irradiation Association, the Conference Organizer, The Westin, any suppliers, their employees or representatives, nor any member of the IMRP Organizing Committee is responsible for any injury that may occur to the Exhibitor or to the Exhibitor's employees or representatives, or for physical loss or damage of their property, including personal property, from any cause whatsoever.

The exhibitor expressly releases and holds harmless the above entities; associations, employees and members thereof from any and all claims arising from any cause whatsoever.

PUBLIC ACCESS

The main entrance to The Westin is at 1601 Bayshore Dr, Vancouver, BC, V6G 2V4.

SECURITY & STAFFING

General security will be provided from beginning of move-in to the end of move-out. Although the IMRP Exhibit Office provides general security, the Office, the Congress Organizer and the Westin Bayshore will not be responsible for loss or damage to merchandise or personal possessions before, during or after the exhibition, or for personal injury to the exhibitor, company employees or representatives. If your displays are very valuable or sensitive and you wish to hire security personnel to attend to your stand exclusively during off show hours, please contact the IMRP Exhibit Office for information.

We ask for your assistance and cooperation with our security efforts by being aware of the following rules and guidelines:

- Badges must be worn at all times to gain admittance to the exhibit hall, from move-in through move-out.
- Exhibit move-in or move-out of the hall is not permitted during the exhibition opening hours.
- If deliveries or pick-ups of any kind are to be made prior to, during or after the close of the exhibition, it is the exhibitor's responsibility to obtain the necessary paperwork/credentials at the IMRP Exhibitor Registration Counter, for these people to gain admittance to the exhibit hall.
- Please keep your giveaways and other promotional material out of sight after exhibit hours. Alcohol giveaways are prohibited.
- Never leave laptop computers or any valuable items in your booth unattended.
- Please do not schedule any meetings in your booth outside of exhibit hours.

- Safety and courtesy require that all aisles be free of obstacles such as protruding furniture, displays or display material.

SHIPPING OF MATERIAL AND ADVANCE WAREHOUSE STORAGE

The IMRP Exhibit Office strongly recommends the use of Levy, the material handling (drayage) contractor, to avoid long waits at the loading dock, due to their limited loading dock facilities.

ADVANCE WAREHOUSE OPTION

Exhibitors wishing to ship their freight for arrival before October 31 must use the Advance Warehouse Storage option of Levy. Please refer to the order forms in the Levy Show Services Manual available at this link: www.imrp-iaa.com/exhibitor-manual.

ADDRESS OF LEVY FOR ADVANCE WAREHOUSING:

IMRP - BOOTH NO. & COMPANY NAME
 YRC c/o Levy Show Service Inc.
 3985 Still Creek Avenue
 Burnaby, BC V5C 4E2

N.B. Please ensure to pre-arrange outbound shipping prior to the close of the exhibit.

*****IMPORTANT NOTE REGARDING SHIPMENTS*****

DIRECT SHIPMENTS to the Hotel WILL NOT BE ACCEPTED unless you contact the hotel before for billing arrangements.

***** Direct shipment to the hotel will not be accepted. *****

The Hotel will NOT accept any materials, packages, pallets, or crates for tradeshow taking place at the hotel. All exhibitor materials will be handled by Levy Show Services. Should exhibitor materials be received by the hotel, storage fees shall apply in addition to material handling fees chargeable by the Show Company.

*****IF YOU DECIDE TO SHIP DIRECTLY TO THE HOTEL, PLEASE NOTE THAT THE HOTEL HAS THE RIGHT TO REFUSE THE SHIPMENT UNLESS YOU HAVE CONTACTED THEM BEFORE TO MAKE ARRANGEMENTS. NEITHER IMRP 2016 NOR LEVY WILL BE RESPONSIBLE FOR THE FEES. *****

LOADING DOCK SPECIFICATIONS, FOR DIRECT DELIVERY:

All vehicles unloading at the loading dock must display the Parking Passes provided by the Banquet Department. All vehicles must be removed from the loading dock right after the equipment or deliveries have been unloaded. Under no circumstances, should any vehicle be left in the loading dock. Vehicles being left in the loading dock will be towed.

- The loading dock cannot be used to store crates, boxes or exhibit displays.
- Loading dock hours are 8:00-16:00, Monday to Friday.
- Loading dock is located on the NW corner of the hotel off Bayshore Drive. If gates are closed, there is a keypad on the "right" side of the gate as you are facing the Hotel with dialing instructions to have the gate opened from there Command Centre.

- Loading dock is located outside. Height is not an issue until entering through the Hotel doors.
- The Salon C doors are 115" height and 119" width.
- There are two lanes, one must be left open for hotel deliveries (laundry, food, etc.).
- The loading dock runs parallel to the Bayshore Grand Ballroom and access into the Ballroom is across one service corridor. There are two entrances for off-loading - one directly onto the bay, and another which is referred to as the "garage door" for hydraulic trucks off-loading at ground level.
- Exhibitors are to provide their own labor for the unloading of their trucks (unless using Levy).
- No forklift is available. Pallet jacks are available.
- Moving ramp exists to allow easy access to any truck.
- The freight elevator is located close to the loading dock to access Level 4.
- Measurements for the freight elevator is 8' height x 7'3" Width x 9" Depth

The hotel's loading dock is a busy area serving all the needs of the hotel

If a piece of your equipment is higher than 7' and **cannot** be tilted, please advise organizers or Levy Show Services so you can make arrangements and discuss alternative routes.

SIGNAGE

[Levy](#) has a complete in-house signage department. [Graphics and sign order forms](#) may be found at this link: www.imrp-ia.com/exhibitor-manual. On-site orders will not be available.

SIGN INSTALLATION

No materials of any kind may be affixed to the ceiling or to any walls whether painted, wooden, brick, vinyl, or cement by any method whatsoever unless approved by IMRP 2016. Touch-up of exhibits, etc., must be done in such manner as not to deface or damage the property. Proper precautions must be taken; otherwise repairs and cleaning will be carried out at the expense of the exhibitor.

SOCIAL EVENTS

Official Opening of the Exhibit: Monday, November 7, 2016 – 18:00-19:00

Welcome Reception: Monday, November 7, 2016 – 19:00-21:00

The IMRP 2016 Organizing Committee will greet guests in the Exhibit Hall for its Welcome Reception.

Exhibitors may purchase tickets for the other social events. For additional information, please contact the Conference Secretariat at carole@iseventsolutions.com.

STORAGE

Advanced shipping with Levy Show Services includes storage of your empty crates and containers. All exhibitors not using the advanced shipping services must store their own items.

VENUE

1601 Bayshore Dr., Vancouver, BC V6G 2V4 | Tel: (604) 682-3377 | <http://www.westinbayshore.com>

SECTION 4 – EXHIBIT POLICIES, RULES AND REGULATIONS

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PART OF CONTRACT

The policies stated herein and in the Exhibitors/Sponsors Prospectus constitute a *bona fide* part of the contract for exhibit space. The International Meetings on Radiation Processing reserves the right to render all interpretations and decisions, should any questions arise, and to establish further regulations as may be deemed necessary to the general success and well-being of the exposition. All matters and questions not covered in these policies are subject to the final judgment and decision of the Association.

ADMISSION TO THE IMRP EXHIBIT

The IMRP Exhibit Office reserves the right to refuse admission to the exhibit to any visitor, exhibitor or employee of an exhibitor who, in their opinion, is undesirable or likely to disrupt the smooth functioning of the event.

ALLOCATION OF SPACE

The IMRP Exhibit Office reserves the right to allocate space to the exhibitor according to the total exhibit design and overall space constraints.

BOOTH DESIGN AND CONSTRUCTION

Exhibitors interested in a custom booth design may contact Levy Show Services for a tailored look.

CARE OF RENTED SPACE

Exhibitors must make sure that the space rented for their booth remains in good condition. They must not use, or allow the use of nails, screws, hooks or other similar fixtures for attaching any items. It is forbidden to paint the floor or to put anything on it without adequate protection that has been approved by the IMRP Exhibit Office. Exhibitors may not put signs on the walls of the Westin Bayshore without written permission from the Office.

COMPRESSED GASES

Use of compressed gases is restricted to Helium and Carbon Dioxide only.

Special handling recommendations:

To be used only in well ventilated areas. Valve protection caps must remain in place unless cylinder is secured with outlet piped to point of use. Cylinders should not be dragged, slid or rolled. Only a suitable hand truck is to be used for transport. Use a pressure-reducing regulator when connecting cylinders to lower pressure piping or systems. Do not heat cylinder to increase the discharge rate from the cylinder. Use a check valve or trap in the discharge line to prevent hazardous back flow into the cylinder.

Special storage recommendations:

Compressed gas cylinders should be stored in a safe location away from high traffic and emergency exits. The area should be well ventilated and cool. The temperature in the storage area cannot exceed 54°C (130°F). Cylinders must be stored in upright position and firmly secured to prevent falling or being knocked over. Exhibitors or the supplier of the compressed gas must supply suitable chains and locks to secure cylinders.

CONDITIONS OF PARTICIPATION

The exhibitor agrees to comply with and accept terms and conditions on the contract for space location and the “Exhibitor Guide & Service Manual” issued by the IMRP Exhibit Office and such other rules and regulations or operating procedures as the Office may reasonably require for orderly construction, conduct and dismantling of the exhibition from move-in through move-out.

DANGEROUS MATERIALS

No naked lights and lamps or temporary gas or electrical fittings may be used in the exhibition halls without prior permission from the IMRP Exhibit Office. No explosives, petrol, dangerous gases or highly inflammable substances are allowed in the hall. No radioactive materials are to be used.

ENTERTAINMENT OR SOCIAL FUNCTIONS

No entertainment or social functions may be scheduled to conflict with the official IMRP program or exhibit hours.

FIREPROOFING

The Vancouver Fire Department regulations require that all objects or materials used for decoration are non-flammable. All decorations and displays must be non-flammable or flame proofed by approved methods. All fabric, cellulose and cardboard display materials must be flame proofed and are subject to inspection by the Fire Department. No flammable fluids or similar substances may be used or displayed in booths. No hazardous display of any nature will be permitted in the venue.

FLOORS – WEIGHT BEARING CAPACITY

Exhibitors may not place objects weighing more than 175 pounds per square foot on the floor of the Exhibit Hall. Any damage caused by excess weight or by the setting up, installation, use, exhibition or removal of any object exceeding these weights will be repaired at the exhibitor’s expense.

INSPECTION OF LEASED PREMISES

The IMRP Exhibit Office will inspect the leased areas with a representative of The Westin Bayshore. Both parties will note existing damage to walls and floors, as any additional damage to the premises will be charged to the exhibitor for repairs.

KEEPING EXITS CLEAR

Display material may not block:

- Emergency Exits
- Fire-hose Cabinets
- Fire Alarms
- Fire Alarm Rooms
- Electrical Rooms
- Signs
- Cleaning Stations

LABOUR

The Hotel does not supply any manpower in unloading of trucks and movement of exhibits or displays to and from the exhibit area. However, the Hotel will supply limited equipment (dollies, carts, etc.) to bring convention equipment and supplies to the conference level. Charges could apply for delivery and storage.

Requests for labour supplied by the Hotel are strictly subject to availability, and will be subject to an hourly labour charge based on rates in effect during the date of the exhibition.

PHOTOGRAPHY / VIDEOTAPING OF EXHIBIT

Photography of exhibits and displayed equipment (other than your own) is strictly prohibited. Please note that exhibitors have the right to request that photographs may not be taken without permission.

PROHIBITION OF STICKERS

Stickers of any kind are prohibited at The Westin Bayshore because of the removal and cleaning problems they create. Anyone who ignores this regulation will be billed for the cost of cleaning and repairs.

RESTRICTIONS

Management reserves the right to restrict exhibits which, because of the nature of the activity taking place at the booth, noise level or for any other reason, become objectionable, and also to close, without indemnity, the exhibit of any Exhibitor who refuses, after notification, to comply with the stated rules and regulations.

A company representative should be present in the booth at all times. It is forbidden to leave the booth unattended. The rights and privileges of any Exhibitor shall not be infringed upon by any other Exhibitor.

The aisles must be kept clear of exhibits. All interviews, demonstrations, distribution of literature, etc., must be made inside the Exhibitor's booth during scheduled show times.

Unethical conduct or infraction of rules by the Exhibitor or his representatives will subject the Exhibitor and/or his representatives to immediate dismissal from the Exhibit Hall. In such an event, it is agreed that no refund shall be made by the International Meeting on Radiation Processing or by The Westin and, further, that no demand for redress will be made by the Exhibitor or his representatives.

The following restrictions are applicable to exhibitors and helpers used during move-in and move-out of the exhibition.

Animals: with the exception of Seeing Eye dogs, no animals, birds or pets of any description are permitted without prior written approval of the IMRP Exhibit Office.

Escalators: are not to be used for transporting freight or equipment from level to level.

General: absolutely no drinking of alcoholic beverages, possession or usage of prohibited substances; no horseplay or other activities that can create accidents.

SOLICITING AND PROMOTIONAL ACTIVITIES

Not only commercial soliciting, but also distribution of samples, souvenirs and promotional items are prohibited except inside an exhibitor's own booth. These activities are forbidden in the aisles, restaurants or entrance hall as well as in The Westin.

The names and logotypes of the International Irradiation Association and the International Meeting on Radiation Processing are proprietary trademarks for the exclusive use of the Association and may not be printed, used or displayed for any purpose without the express written permission of the Association. Such permission will not be granted for purely promotional purposes, or in any way that would imply endorsement of a particular company, product, service or activity.

SOUND TRANSMISSION

The prescribed standard is as follows: sound level may not exceed 70 decibels, 4 feet (1.22 meters) away from the source. Any machine, musical group, information broadcaster or any other source may not exceed this limit. The IMRP Exhibit Office will be the sole judge in this matter.

SUBLETTING

It is strictly forbidden for an exhibitor to sublet the whole or any part of his booth space without prior written permission of the IMRP Exhibit Office.

SECTION 5 – EXHIBIT FLOOR PLAN

