

Blaster's Educational Seminar

Potomac Chapter International Society of Explosive Engineers
27th Bi-Annual Blaster's Educational Seminar
Hollywood Casino at Charles Town Races
Charles Town, WV
November 10-11, 2016

Exhibitor Agreement and Registration Form

Join us at the Hollywood Casino at Charles Town Races for the 27th Bi-Annual Potomac Chapter Blaster's Educational Seminar - the largest gathering of explosive technicians in the area. This show provides access to a broad market of explosive users, products and accessories. Attendees learn about the exciting advances in the field of explosives application, research and technology as well as receive a certificate of attendance towards blasters recertification. At this year's conference, we expect approximately 25 exhibitors which will display products, equipment, blasting tools, and innovative technologies that are currently used in the explosives industry.

Please note that all Seminar Exhibitor Registration can now be done on line by going to the Potomac Chapter Website at www.potomacisee.org. Simply hover over Event Registration on the Home Page and click on Seminar Exhibitor Agreement & Registration Info. All fees are conveniently linked to Pay Pal for your payment.

Conference Manager – Craig Mooney, 443-695-3945, craig.mooney@us.atlascopco.com
Exhibit Manger – Mark Crank, 540-535-6473, mark.crank@orica.com

About the Hollywood Casino in Charles Town, WV

The two-day Blaster's Educational Seminar will be held in the Skyline Ballroom and is scheduled for November 10-11, 2016 beginning at 8 AM each day.

Lodging

Reservations for lodging can be made at either The Inn at Charles Town 866-599-6674 or Holiday Inn – Express 304-725-1330. Both have shuttle service to the Casino. Be sure to mention the Potomac Chapter for special rates.

Exhibitor Agreement

All exhibitors will be given the opportunity to present their products and services to their audience in the most effective manner. Please note that adjustments in booth locations due to traffic patterns and fire codes may occur after booth selection. The Conference Manager will establish guidelines to make this possible, while at the same time allowing flexibility within each exhibit.

Assignment and Cancellation Policy

Conference exhibit space will be assigned on a first payment received basis using the date and time of receipt of completed Agreement and Registration Form. This form must include priority of booth choices, numbered one through twenty, in order for us to complete assignments. No exhibitor may assign or share any part of his space with any other company without prior approval of the Conference Manager. The Conference Manager reserves the right to reassign space in case of changes in the number or positioning of booths, or in order to fill spaces. Complete registration and fee must be submitted with the signed Exhibitor Agreement and Registration Form in order to secure booth space. Cancellations should be communicated to the Exhibit Manager prior to the exhibit opening.

Refund Policy

No refunds will be made for cancellations. Confirmation, of space will be sent to the Exhibitor when a signed Exhibitor Agreement and Registration Form are processed with payment by the Potomac Chapter ISEE.

Booth Rental

Booth space is approximately 10 feet deep by 10 feet wide. The exhibit hall is carpeted. Due to limited space, each exhibitor will be limited to one booth space.

Exhibitor Check-In and Badge

A registration badge will be distributed to one individual for each registered Exhibitor. Admission will be by badge only which is not transferable. Lending badges or bringing in unauthorized persons will not be permitted. The check-in schedule is as follows:

Exhibitor Registration	Wednesday 11/9/16	- 3:00 PM
Registration	Thursday 11/10/16	- 7:00 AM

Exhibit Company Designation

This agreement is between the Potomac Chapter of Society of Explosives Engineers and the Exhibitor, it is not transferable. Exhibitor agrees that Exhibitor's company name will be the only company name to be used in connection with their exhibit booth.

Set Up

Exhibitors may begin setting up at 3pm on Wednesday 11/9/16. All exhibits must be in place by 9pm on 11/9/16, for review by the Conference and Exhibit Manager. Set-up hours will be as follows:

Exhibit Hours

Thursday	7:00 AM - 7:00 PM	Happy Hour in Exhibits @ 5:00 PM - 7:00 PM
Friday	7:00 AM - 5:00 PM	

Exhibitors will be admitted to the exhibit hall one hour before and one hour after exhibit hours.

Tear Down

All booths must remain intact until exhibits close. Exhibitors who tear down prior to the scheduled tear down time will not be included in the advanced booth selection process for the next year's conference. Tear down hours will be as soon as the conference is over. Booth teardown will NOT be permitted during the conference since the conference and exhibit area are in the same room.

Management Rights and Obligations

The Potomac Chapter ISEE agrees to provide a clean, comfortable, secure hall. Accordingly, the Exhibit Manager may control the aisles and lines of sight in the exhibit area and limit booth heights, space sizes, placement of signs and logos, distribution of literature/materials. The Exhibit Manager may also add other rules and publish them at a later date to become part of this agreement; or may cancel this Agreement if these rules are not followed.

Exhibitors Rights and Obligations

Exhibitors agree to conduct themselves in an orderly manner, to abide by all laws and regulations of the exhibit site, comply with show rules established by the Show Committee and to have regard for other exhibitors. Exhibitors also agree to maintain their display and staff their booth. ONCE THE CONFERENCE SPEAKERS BEGIN, WE MUST HAVE SILENCE IN ORDER FOR THE ATTENDEES TO HEAR THE SPEAKERS. WE WILL SIGNAL WITH A BELL OR OTHER DEVICE TO ALERT EVERYONE TO RETURN TO THEIR SEAT SO THE NEXT SESSION CAN BEGIN.

Security

Security is the exhibitor's responsibility. Although the Exhibit Hall will be locked after hours, the Potomac Chapter ISEE cannot be responsible to exhibitors for lost, stolen or damaged merchandise or displays.

Suggestions/Complaints

Exhibitors who have questions, suggestions, or problems should first contact the Exhibit Manager to resolve disputes. Suggestions may also be submitted in writing to the Conference Manager. In addition, each year an exhibitor survey is distributed and results are used by Conference Management to improve next year's program. Comments are also reviewed by the Conference Advisory Committee which recommends policy changes.

Safety

Exhibitors specifically agree to follow all provisions of the local fire code and applicable federal regulations including those established by the Bureau of Alcohol, Tobacco and Firearms. Note: The exhibit hall is designated a non-smoking area.

Music and Sound

The use of sound systems or equipment producing sound should be kept to a minimum. The Exhibit Manager will determine at what point sound constitutes an interference with others and must be discontinued or curtailed. U.S. copyright laws require a license for public performance of copyrighted musical works and other recordings. It is the responsibility of the Exhibitor to obtain a license when necessary before using music or recordings. By signing this agreement, the Exhibitor hereby agrees to indemnify the ISEE Potomac Chapter and the Hollywood Casino against any and all claims based on copyright infringement or the failure to obtain a license or pay royalties for music and other recordings.

Announcements/PA System

Use of the PA system is limited to Conference Management. Exhibitors or attendees can not be paged except in cases of emergency. A message board will be located at the Conference Registration area for your convenience.

Hold Harmless Clause

Exhibitors assume the entire responsibility for their own exhibit and agree to protect, indemnify, defend, save, and hold the International Society of Explosives Engineers, the Potomac Chapter and the Hollywood Casino and their respective employees and agents harmless against all claims, losses and damages to persons, property, governmental charges or fines,

acts of God, fire, strike, threat of strike, civil unrest, and attorneys fees arising out of or caused by an Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of the International Society of Explosives Engineers, Potomac Chapter and the Hollywood Casino, their respective employees and agents.

Booth Fee Includes

Continental breakfast, coffee breaks, hosted lunches, and booth set up, sign, skirted table and one exhibitor badge.

Insurance

Exhibitor acknowledges that neither the Potomac Chapter ISEE or Hollywood Casino will maintain insurance covering each Exhibitor's property and that it is the sole responsibility of each Exhibitor to obtain business interruption and property damage insurance covering such losses by Exhibitor.

No-Show Policy

Last minute cancellations should be communicated to the Exhibit Manager prior to the exhibit opening. Space that is not paid for or paid for but not occupied, as of the set-up deadline will be resold, or otherwise used, as if the space had been cancelled.

This Agreement

The language in this written *Agreement and Exhibitor Registration Form* is to be interpreted according to the laws of the State of WV and constitute the complete Agreement between the Exhibitor and the Potomac Chapter of ISEE. Any changes must be made in writing.

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Exhibitor Agreement and Registration Form

Company Name: _____
(To be listed on booth sign and exhibitor representative badge)

Product or Service to be exhibited: _____

Primary Contact Person:

Name _____ Company _____

Address _____ Phone _____

E-mail _____ Fax _____

Note:

1. One badge is included with the exhibit fee registration.
2. Due to limited space, only one booth is allowed per exhibitor.
3. For additional individual registrations, please use the Potomac Chapter Website. On the Home Page simply hover over Event Registration and click on 27th Bi-Annual Blasters Educational Seminar.

Booth Preference:

Booths will be assigned on a first received basis. Please refer to the attached floor plan to pick your top 5 booth location preferences. All reservations must be accompanied by a valid payment. No booth will be held without payment. Please indicate booth location preferences below:

1_2_3_4_5_6_7_8_9_10_11_12_13_14_15_16_17_18_19_20_21_22_23_24_25_

Exhibitor Fees:

\$300.00 includes continental breakfast, coffee breaks, hosted lunches, booth set up, sign, skirted table and one exhibitor badge.

Payment:

Full payment is required to reserve a booth. Pay Pal arrangements or Company checks will be accepted for payment.

The undersigned agrees to the above terms and conditions as described in the Exhibitor Agreement and certifies that he or she is authorized to sign on behalf of the above named company.

Company Name _____ Date _____

Signature _____ Title _____

Retain a copy for your records and register through the Chapter Website or send registration form with payment to:

Potomac Chapter ISEE
Mark Crank
PO Box 79
Bloomery, WV 26817
Tel. 540-535-6473 or markc@prkblasting.com

All vendors are asked by the Seminar Chairman to bring any and all door prizes so they may be distributed after our 50/50 drawing and gun raffle at the end of the conference.

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Exhibitor Evaluation Form

Please take a few moments to complete this form so we can improve the quality of future conferences.

	Excellent	Good	Fair	Poor
Facility	_____	_____	_____	_____
Meals	_____	_____	_____	_____
Quality of Presentations	_____	_____	_____	_____
Speaker's ability to keep Presentation generic	_____	_____	_____	_____
Would you recommend this conference?	Yes _____	No _____		

If not, Why?

Layout of Vendor Booth Area, Comments?

Additional Comments:
