



A COLLABORATION BETWEEN IT'S TIME TEXAS  
AND THE UNIVERSITY OF TEXAS SYSTEM

IN CONJUNCTION WITH:  Texas Health Improvement Network

## EXHIBITOR TERMS & CONDITIONS

### Access Times (Exhibit Halls)

Exhibit booths must be staffed during all exhibit hours. Check-in will begin on Wednesday, October 16th from 6:00pm - 9:00pm. An unloading schedule will be sent out 3 weeks prior to the event. Check-in will continue on Thursday, October 17 from 6:00-7:30am. Exhibit spaces that are not set by 8:00 a.m. on Thursday, October 17, will be deemed abandoned by the exhibitor. Setup must be completed by 7:30am on Thursday, October 17th and breakdown must be completed by 3:00pm on Friday, October 18th.

### Payment

All exhibitor space must be paid for in full on or before September 13, 2019. If assigned space is not paid for in full by the specified date, it may be reassigned to another exhibitor at the discretion of IT'S TIME TEXAS.

### Cancellations

Cancellations must be made in writing to Candyss Bryant (candyss@itstimetexas.org). Sponsors/exhibitors who cancel on or before July 31, 2019, will receive a 50% refund. After July 31, no refunds will be provided and sponsors/exhibitors will be obligated to pay the full amount.

### Insurance

Sponsor agrees to maintain insurance that will fully protect Healthier Texas, IT'S TIME TEXAS, the conference hotel, and the event set-up company from any and all claims of any nature whatsoever, including claims under workers' compensation, and for personal injury, including death, which may arise in connection with the installation, operation or dismantling of the sponsor's booth. Sponsor agrees to indemnify and hold harmless Healthier Texas, IT'S TIME TEXAS, the conference hotel and the event set-up company from any such claims.

### EVENT CANCELLATION

Healthier Texas and IT'S TIME TEXAS will not be liable for failure to hold the conference as scheduled due to any acts beyond IT'S TIME TEXAS' control. Payments for sponsorships will be refunded in that event. Any actual expenses incurred in connection with the sponsorship will be deducted in cancelled within 90 days or less prior to the opening date due to any acts beyond IT'S TIME TEXAS' control, which make it impossible or impractical to hold the conference. IT'S TIME TEXAS reserves the right to make changes in arrangements as necessary and shall have the final determination and enforcement of all terms and conditions. IT'S TIME TEXAS also reserves the right to review booth contents and to advise sponsors to make necessary changes to ensure the integrity of the conference is upheld.

### Security

Perimeter security coverage of the exhibit hall will be furnished from move-in until move-out of the conference. Sponsors are responsible for the security of their own booths and for any loss or damage to their property during all published show hours. IT'S TIME TEXAS strongly encourages the removal of laptops and valuables from the exhibit area at the end of the exhibit hours each day as an additional precaution. Healthier Texas and IT'S TIME TEXAS officers, staff, volunteers, the conference hotel, and the event rental company will not be liable or responsible for the property of the sponsors or participants from damage, theft, loss, fire, accident or other causes.

### Photos

By registering for the Summit, exhibitors consent to be included in photos captured at the conference for promotional purposes.