

CONNECT

GLOBAL EMPLOYEE BENEFITS & WORKFORCE STRATEGIES SUMMIT

July 22-24, 2024

Fairmont Chicago, Millennium Park | Chicago, Illinois

EXHIBIT AND SPONSORSHIP OPPORTUNITIES

PRESENTED IN PARTNERSHIP BY

International Foundation
OF EMPLOYEE BENEFIT PLANS 

WorldatWork[®]
Total Rewards Association



The **International Foundation of Employee Benefit Plans** and **WorldatWork** are joining forces to bring you the 2024 CONNECT Global Employee Benefits and Workforce Strategies Summit.

CONNECT is tailor-made to help multinational employers understand key issues, trends and solutions for developing and maintaining a global Total Rewards strategy. Through real-life case studies, roundtable discussions, breakout sessions, an interactive resource/solutions center and a host of networking opportunities, this premier event is designed to connect and build the growing community of global professionals.

WHO WILL ATTEND?

- Global/multinational HR, total rewards and benefit professionals working with single employer/corporate-sponsored plans
- Service providers who work with these professionals, such as consultants/brokers, actuaries, legal counsel, investment professionals, custodians, third-party administrators, insurance professionals and financial services professionals

GLOBAL BENEFITS IS A SPECIALIZED MARKET

Our attendees will be seeking products and services for their international organizations in the following categories.

- Benefits consulting
- Health insurance
- Multinational pooling
- Wellness solutions
- Employee assistance programs
- Retirement solutions
- Investments/financial services
- Legal services
- Total Rewards strategies



2024 SPONSORSHIP OPPORTUNITIES

All sponsorships are exclusive and include a **FREE exhibit tabletop display**, plus numerous rewards to add value to your sponsor dollar. Please see the full listing of rewards on page 4.

FANTASTIC NETWORKING OPPORTUNITY!

SPONSORED ATTENDEE TABLES

TABLE OF FOUR—\$5,000 (SAVE \$980) | TABLE OF EIGHT—\$9,000 (SAVE \$2,960)

Sponsor a table and invite your clients/colleagues to be your guests at a discounted rate. Demonstrate your support for global education and gain visibility for your organization. Includes table signage with logo.

CHAMPION—\$10,000

WI-FI AND MOBILE APP

Sponsor recognized in the Wi-Fi SSID and password, as well as on the app splash screen.

WELCOME GIFT/ROOM DROP

Sponsor creates and provides a welcome gift that is given to each attendee.

ATTENDEE LUNCH *(Two available)*

Sponsor either the Tuesday or Wednesday lunch. Sponsorship includes your company name and logo prominently displayed on banners and tables during lunch.

NETWORKING RECEPTIONS/ EXPERIENCES *(Two available)*

Receive prime visibility at either the Monday welcome reception or the Tuesday evening networking reception/ experience. Sponsorship includes your company logo prominently displayed on signage during the events.

BONUS All Champion sponsorships include one (1) complimentary full-conference registration and opportunity to moderate a session (opening remarks and Q&A).

LEADER—\$7,500

LANYARDS FOR NAME BADGES

Your company logo will be front and center when printed on the lanyard for each attendee name badge.

CONTINENTAL BREAKFASTS *(Two available)*

Sponsor either the Tuesday or Wednesday morning breakfast. Sponsorship includes your company logo on banners and table tent cards during breakfast.

BONUS Leader sponsorships include one (1) conference registration discounted at 50%.

SUPPORTER—\$5,000

REFRESHMENT BREAKS *(Three available)*

Sponsor any break on Tuesday or Wednesday. Sponsorship includes your company logo on banners and tent cards in the display area during the refreshment break.

BONUS Supporter sponsorships include one (1) conference registration discounted at 50%.

YOUR FREE EXHIBIT TABLETOP DISPLAY INCLUDES:

- Six-foot table (pop-up banners or backdrop, not to exceed six feet, are permitted)
- Free Wi-Fi
- Sponsor logo on conference webpage
- Sponsor logo in preconference and conference publications
- Product/service listing in conference app.

For more information on sponsorship opportunities, contact Diane Mahler at dianem@ifebp.org or (262) 373-7656.

Bonus Sponsorship Rewards	Champion	Leader	Supporter	Sponsored Attendee Table
The following rewards are also included with sponsorships as outlined below.				
FREE Exhibit Tabletop Display	✓	✓	✓	
Exclusive Branding				
Exclusive branding and/or signage will be imprinted with the sponsor logo on the following items: Wi-Fi and mobile app, welcome gift, lanyards as well as banners for lunches, receptions, continental breakfasts and refreshment breaks.	✓	✓	✓	
Promotional Emails				
Sponsor logo included in preconference promotional emails sent to prospective and registered attendees	✓	✓	✓	✓
Banners and Signage				
Your company logo on main sponsor banners and on all applicable event signage prominently placed at conference	✓	✓	✓	✓
Table Tent Cards or Decals				
Your company logo on tent cards or decals placed on event tables at applicable sponsored events	✓	✓	✓	
Table Signage				
Table sign with company logo recognizing your organization				✓
Registrations and Recognition				
One complimentary full-conference registration (\$1,495 value)	✓			
One full-conference registration at 50% discount		✓	✓	
Recognized as a sponsor on your company attendees' name badges for networking purposes	✓	✓	✓	
Conference Mobile App				
Company listing including logo, contact information and company description in the conference's mobile app	✓	✓	✓	✓
Other Acknowledgments				
Recognition of your sponsorship on the CONNECT conference web page	✓	✓	✓	✓
Recognition of your sponsorship in Foundation publications such as <i>Benefits Magazine</i> and <i>Plans & Trusts</i>	✓	✓	✓	✓
Recognition of your sponsorship in WorldatWork member emails	✓	✓	✓	✓



CONNECT 2024

Presented in Partnership by



The International Foundation of Employee Benefit Plans is the premier educational organization dedicated to providing the diverse employee benefits community with objective, solution-oriented education, research and information to ensure the health and financial security of plan beneficiaries worldwide. Since 1954, we have provided actionable education through membership, in-person and virtual conferences and certification programs, and the Certified Employee Benefit Specialist® (CEBS®) designation. The International Foundation has more than 31,000 multiemployer, corporate and public sector members representing over 25 million lives.

www.ifebp.org



WorldatWork is the leading global nonprofit association for professionals engaged in the critically important practice of Total Rewards. We serve those who are responsible for cultivating inspired, engaged, productive and committed workers in effective and rewarding workplaces. We guide them in the design and delivery of Total Rewards programs with our membership, education, certification, idea exchange, thought leadership, knowledge creation, information sharing, research and networking. For more than 65 years, WorldatWork has served Total Rewards professionals throughout the world working in organizations of all sizes and structures. Professionals from more than 93% of Fortune 500® organizations rely on WorldatWork for Total Rewards solutions.

www.worldatwork.org



2024 SPONSORSHIP SCHEDULE

Exhibit Hours, Registration and Teardown

MONDAY, JULY 22, 2024

Setup and Registration	3:00-5:00 p.m.
Networking Reception and Exhibit Tabletop Displays	5:00-7:00 p.m.

All exhibit tables must be set up by 5:00 p.m. on Monday.

TUESDAY, JULY 23, 2024

Exhibit Tabletop Displays Open	7:30 a.m.-6:00 p.m.
Continental Breakfast	7:30-8:30 a.m.
Sessions	8:30 a.m.-4:30 p.m.
Networking and Refreshments	10:00-10:30 a.m.
Lunch (provided)	12:00 noon-12:45 p.m.
Networking and Refreshments	2:30-3:00 p.m.
Networking Reception	4:30-6:00 p.m.

WEDNESDAY, JULY 24, 2024

Exhibit Tabletop Displays Open	7:30 a.m.-12:30 p.m.
Continental Breakfast	7:30-8:30 a.m.
Sessions	8:30 a.m.-12:30 p.m.
Networking and Refreshments	10:15-10:45 a.m.
Lunch To-Go (provided)	12:30 p.m.
Exhibit Tabletop Dismantle	12:30-1:00 p.m.

No early move-outs.

SCHEDULE SUBJECT TO CHANGE

Secure Your Sponsorship and Free Exhibit Tabletop Display

Sponsor Applications must be submitted with a signed contract and payment. You will be assigned an exhibit tabletop display space. Sponsors will receive a confirmation receipt detailing your sponsorship level and product, your display space and registered personnel once payment has been processed.

Contract Terms and Regulations

Refer to Contract Terms and Regulations on pages 11-12 of the Application/Contract for Sponsorship for more specific information.

Hotel Reservations—Deadline June 24, 2024

- We have secured a block of sleeping rooms at the special discounted rate of US\$279 single/double occupancy at the Fairmont Chicago, Millennium Park in Illinois. Taxes and fees are 17.4%. Rooms are assigned on a first-come, first-served basis.
- To reserve your room, please call (312) 565-8000 and mention the conference name CONNECT, or use this reservation link: www.ifebp.org/connecthotel.

Continuing Education Credits

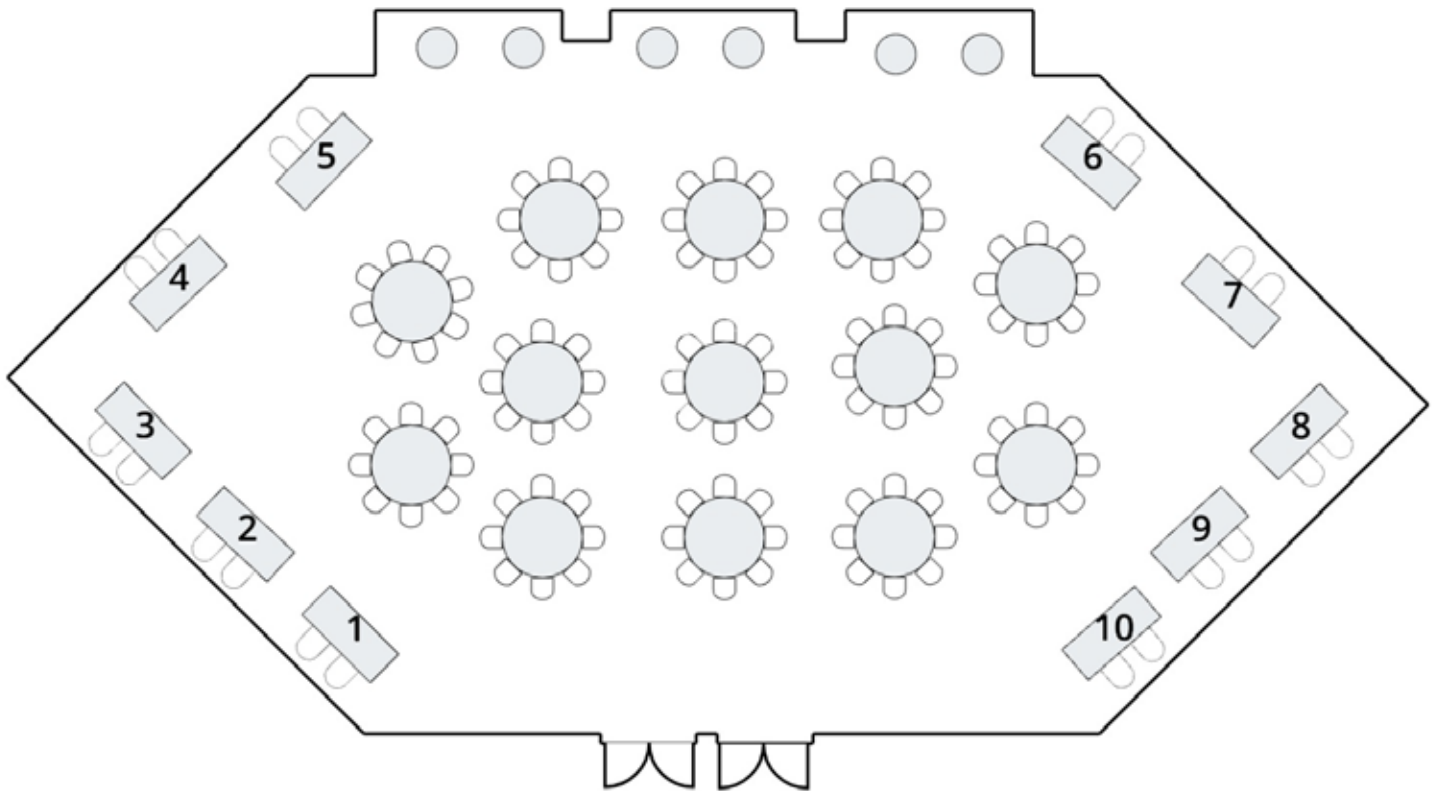
Full conference registrants can request continuing education credits for specific professional licenses and designations from the International Foundation at continuinged@ifebp.org.

Full conference registrants can request Worldatwork recertification credits at events@worldatwork.org.



FLOOR PLAN

Fairmont Chicago, Millennium Park Chicago, Illinois



APPLICATION/CONTRACT FOR SPONSORSHIP/2024 CONNECT Global Employee Benefits and Workforce Strategies Summit (#2449)

Company/Organization Information (Please print clearly.)

APPROVED BY Name _____ Title _____ Email _____
Company _____
Event contact (person to receive all future sponsorship correspondence and information) _____
Address _____
City _____ State/Province _____ Country _____ ZIP/Postal code _____
Phone _____ Email _____
Name of on-site contact _____ Cell phone _____

Sponsorship Choice (All levels include FREE Exhibit Tabletop Display.)

CHAMPION—US\$10,000 Receive one complimentary conference registration
 Wi-Fi and Mobile App **Attendee Lunch** **Lanyards** **SUPPORTER— US\$5,000** Receive one registration at 50%
 Networking Reception **Welcome Gift** **Continental Breakfasts** **Refreshment Breaks**

Personnel Registration Registration Fee: Member: US\$1,495 | Nonmember: US\$1,850

Additional attendees can register at: www.ifebp.org/CONNECT | Hotel Reservation deadline— **June 24, 2024.**

CHAMPION SPONSOR—COMPLIMENTARY Full first name _____ M.I. _____ Last name _____
Title _____ Business Home
Address _____ City _____ State/Province _____ Country _____ ZIP/Postal code _____
Phone _____ Email (mandatory for registration confirmation) _____

LEADER SPONSOR—50% DISCOUNT Full first name _____ M.I. _____ Last name _____
Title _____ Business Home
Address _____ City _____ State/Province _____ Country _____ ZIP/Postal code _____
Phone _____ Email (mandatory for registration confirmation) _____
 VISA MasterCard Discover American Express US\$ _____
Credit card # _____ Exp. date _____ Cardholder's name (print) _____

SUPPORTER SPONSOR—50% DISCOUNT Full first name _____ M.I. _____ Last name _____
Title _____ Business Home
Address _____ City _____ State/Province _____ Country _____ ZIP/Postal code _____
Phone _____ Email (mandatory for registration confirmation) _____
 VISA MasterCard Discover American Express US\$ _____
Credit card # _____ Exp. date _____ Cardholder's name (print) _____

Contractual Agreement

We hereby apply for sponsorship at CONNECT Global Employee Benefits and Workforce Strategies Summit to be held July 22-24, 2024. We agree to abide by the Sponsorship Contract Terms and Regulations on pages 11-12, which form a part of this contract between our firm (Sponsor) and the Event Organizer. We understand that this is not a contract until officially accepted by the event organizer.

I have read and signed the Sponsorship Terms and Regulations on pages 11-12 and have included it with this application.

ACCEPTED BY SPONSOR

Signature _____
Title _____ Date _____

ACCEPTED BY EVENT ORGANIZER

Signature _____
Title _____ Date _____

Hotel Reservations (Deadline—June 24, 2024)

Hotel rooms have been secured by the Event Organizer at the Fairmont Chicago, Millennium Park in Chicago, IL. To take advantage of the special room rate of US\$279 single/double occupancy, all hotel requests must be made by calling (312) 565-8000 and mentioning the conference name CONNECT, or using this reservation link: www.ifebp.org/connecthotel. Rooms are available on a first-come, first-served basis.

Payment Information

Full payment in U.S. funds must accompany order. Make check payable to International Foundation.

Check # _____ US\$ _____
 VISA MasterCard Discover American Express
Credit card # _____ Exp. date _____
Cardholder's name (print) _____

Sponsorship US\$ _____

Registrations US\$ _____

Total (U.S. Funds) US\$ _____

Continuing Education
Full conference registrants can request continuing education credits. For more information, contact: continuinged@ifebp.org.



Email secure form to cashrec@ifebp.org.



Mail the registration form with check or credit card number to:
International Foundation—2024 Connect Global Benefits Summit,
P.O. Box 689954, Chicago, IL 60695-9954



For sponsorship information, email dianem@ifebp.org or (262) 373-7656.

CONTRACT FOR SPONSORED ATTENDEE TABLE/2024

CONNECT Global Employee Benefits and Workforce Strategies Summit (#2449)

- Sponsor a table of four—US\$5,000
- Sponsor a table of eight—US\$9,000

Invite your clients/colleagues to be your guests. Maximum of four or eight personnel per table—This includes table sponsor representative. To register your guests, complete the proper number of registration spots below with full contact information including email address.

Company/Organization Information (Please print clearly.)

APPROVED BY Name _____ Title _____ Email _____
 Company _____
 Event contact (person to receive all future sponsorship correspondence and information) _____
 Event contact email _____
 Address _____
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Name of on-site contact _____ Cell phone _____

Table Guests (Registration Deadline—**June 17, 2024**) | Hotel Reservation deadline—**June 24, 2024**.

Table Guest #1 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

Table Guest #2 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

Table Guest #3 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

Table Guest #4 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

Table Guest #5 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

CONTRACT FOR SPONSORED ATTENDEE TABLE/2024 *(continued)* CONNECT Global Employee Benefits and Workforce Strategies Summit (#2449)

Table Guests (Registration Deadline—**June 17, 2024**) | Hotel Reservation deadline—**June 24, 2024**.

Table Guest #6 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

Table Guest #7 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

Table Guest #8 Full first name _____ M.I. _____ Last name _____
 Title _____
 Company _____
 Address _____ Business Home
 City _____ State/Province _____ Country _____ ZIP/Postal code _____
 Phone _____
 Email (mandatory for registration confirmation) _____

Contractual Agreement

We hereby apply for one Sponsored Attendee Table to include up to four registrations at US\$5,000 or eight registrations at US\$9,000 at the CONNECT Global Employee Benefits and Workforce Strategies Summit to be held July 22-24, 2024. We agree to abide by the Sponsorship Contract Terms and Regulations on pages 11-12, which form a part of this contract between our firm (Sponsor) and the Event Organizer. We understand that this is not a contract until officially accepted by the Event Organizer.

I have read and signed the Sponsorship Terms and Regulations on pages 11-12 and have included it with this application.

ACCEPTED BY SPONSOR

Signature _____
 Title _____
 Date _____

ACCEPTED BY EVENT ORGANIZER

Signature _____
 Title _____
 Date _____

Hotel Reservations (Deadline—**June 24, 2024**)

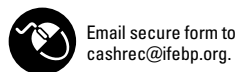
Hotel rooms have been secured by the Event Organizer at the Fairmont Chicago, Millennium Park in Chicago, IL. To take advantage of the special room rate of US\$279 single/double occupancy, all hotel requests must be made by calling (312) 565-8000 and mentioning the conference name CONNECT, or using this reservation link: www.ifebp.org/connecthotel. Rooms are available on a first-come, first-served basis.

Payment Information

Full payment in U.S. funds must accompany order. Make check payable to International Foundation.

Check # _____ US\$ _____
 VISA MasterCard Discover American Express
 Credit card # _____ Exp. date _____
 Cardholder's name (print) _____

Sponsored Attendee
 Table of Four (US\$5,000) US\$ _____
 Sponsored Attendee
 Table of Eight (US\$9,000) US\$ _____
Total US\$ _____



Email secure form to cashrec@ifebp.org.



Mail the registration form with check or credit card number to: International Foundation—2024 Connect Global Benefits Summit, P.O. Box 689954, Chicago, IL 60695-9954



For sponsorship information, email dianem@ifebp.org or (262) 373-7656.

Continuing Education
Full conference registrants can request continuing education credits. For more information, contact: continuinged@ifebp.org.

2024 Sponsorship Contract Terms and Regulations

CONNECT Global Employee Benefits and Workforce Strategies Summit

Sponsor Program Management

Sponsorships are administered by and subject to the terms and conditions imposed by the International Foundation of Employee Benefit Plans and the WorldatWork partnership, referred to as the Event Organizer.

General

To preserve and maximize the educational value of the conference, the Event Organizer reserves the right to determine the eligibility of any Sponsor and reserves sole control over admission policies. These terms and regulations are established for the mutual protection of the Event Organizer and the Sponsor. Acceptance of application to sponsor does not constitute, in any way, an Event Organizer endorsement or approval of the Sponsor's products or services. The Event Organizer reserves the right to make changes in the time schedule or in the general plan of the conference as may be deemed to be in the best interest of the Event Organizer, the Sponsors or the Exhibition generally. All matters not specifically covered by these terms and regulations shall be subject to the decision of the Event Organizer. All terms of this contract will be enforced by the Event Organizer.

Contract for Sponsorship

The Sponsor Agreement, accompanied by the required payment, constitutes a contract for sponsorship at an event subject to the condition of acceptance by the Event Organizer. Sponsorships are accepted on a first-come, first-served basis and must be applied for in writing. This contract may be terminated by the Event Organizer in the event of strikes, labor disputes, acts of God or other circumstances beyond the control of the Event Organizer that may affect the event. Sponsorship is applicable to conference dates and does not include preconference dates or activities.

Terms of Payment

All Sponsor Agreements must be accompanied by payment in full.

Cancellation Policy

No refunds will be granted for sponsorship cancellations. Sponsorship cancellations cancels all complimentary or discounted registrations included with the applicable sponsorship level. Sponsorship personnel canceling on or after the opening of the conference forfeit all registration fees.

Sharing and Subletting

Two (2) companies may not share a sponsorship of a single event. A *company* is defined as the same business or firm and can involve only a single line of business. The signage per Sponsor shall only identify a single firm or business.

Sponsor Registration

To register your Sponsorship personnel, complete the Personnel Registration portion in the Application for Sponsorship on page 8. Materials and badges will be distributed by Event Organizer registration desk. No company representatives may attend the conference or the event unless registered and they have paid the appropriate fees, regardless of the length of time they will be attending the event. Registrations received as rewards of sponsorship have no cash value.

Hotel Information

Hotel reservations are available at discounted rates on a first-come, first-served basis to registered attendees until June 24, 2024. To reserve your room, please call (312) 565-8000 and mention the conference name CONNECT, or use this reservation link: www.ifebp.org/connecthotel.

Conduct/Restrictions

The Event Organizer reserves the right to revoke a sponsorship commitment at any time prior to or during the event if Sponsor fails to fully comply with the terms of this agreement or if it is determined by the Event Organizer that the sponsorship will adversely impact the affected event or program.

The Event Organizer reserves the right to restrict displays which, because of noise, odors, method of operations or any other reason, become objectionable or otherwise detract from or are out of keeping with the character of the conference as a whole. This reservation includes persons, gaming devices, things, live animals, printed material or conduct. The Event Organizer reserves the right to approve, refuse and/or restrict the distribution of any promotional and/or giveaway items.

Sponsors agree to abide by the following restrictions:

- All signage and banners will be produced and located at the event site only as directed by the Event Organizer staff.
- Event arrangements shall be handled by the Event Organizer or the facility contracted by the Event Organizer, and there shall be no expressed or implied warranties by the Event Organizer relating to the sponsorship at the affected event or program.
- The Sponsor shall not conduct outside activities which are likely to take qualified attendees from the official and scheduled conference and/or functions.
- Receptions, demonstrations or meetings in hospitality suites may not be conducted during scheduled and published open hours of the conference.
- Food products or beverages are not to be distributed without prior written approval from the Event Organizer.
- Sales/transactions, or any form of order taking for cash or credit, are prohibited within the conference space by a Sponsor or anyone on its behalf.
- Sponsor agrees to treat all conference attendees with courtesy and not to discriminate against any person for any reason. The Event Organizer reserves the right to remove any Sponsor whose personnel discriminate.
- Badges—All personnel of the sponsoring firm will be required to wear the official conference badge issued by the Event Organizer conference registration desk. Badges and registration materials will be distributed only to registered personnel. Sponsor personnel may not exchange, deface, mark or alter the badge in any manner.
- Any oral or written communication indicating or suggesting that the Event Organizer endorses or approves of the Sponsor's products or services is prohibited and is grounds for expulsion from the event with no refund of fees to the Sponsor.

Solicitation

The aisles and spaces within the facility contracted by the Event Organizer to conduct conference sessions shall be under the control of the Event Organizer. All displays, equipment, demonstrations, presentations, distribution of literature or any other type of activity are prohibited unless approved by the Event Organizer. Standing in aisles, or in front of any display table, for advertising purposes is strictly prohibited. Persons connected with non-sponsoring concerns are prohibited from any dealing, exhibiting or soliciting within the exhibit hall, convention facilities, or hospitality suites and suites of the Event Organizer conference hotel. Sponsors are urged to report immediately any violations of this rule to the Sponsor Manager or a member of the Event Organizer staff.

2024 Sponsorship Contract Terms and Regulations *(continued)*

CONNECT Global Employee Benefits and Workforce Strategies Summit

Exhibit Tabletop Displays

A free Exhibit Tabletop Display is included with all CONNECT sponsorship levels. This display includes:

- Six-foot table
- Pop-up banners or a backdrop directly behind your table—Displays that do not exceed six feet are permitted.
- Free Wi-Fi
- Carpeted exhibit hall at Fairmont Chicago, Millennium Park.

Official Service Contractor

All work performed in the exhibit area is under the jurisdiction of the Fairmont Chicago, Millennium Park. It is the responsibility of the Sponsor to be knowledgeable of, and in compliance with, all the requirements in effect. Always refer first to the Important Sponsor and Exhibitor Information, which will be emailed, for specific regulations.

Shipping

Sponsor agrees to ship, at its own expense, all property to be exhibited. All shipments must be prepaid. Cash-on-delivery shipments cannot be accepted at any time. Any boxes shipped to the hotel must be clearly labeled in the format below.

Hold for: (Guest Name) (Guest Cell Phone)
c/o FedEx Office at Fairmont Chicago Millennium Park
200 North Columbus Drive
Chicago, IL 60601
Box _____ of _____

Installation of Exhibit Tabletop Display

Fairmont Chicago, Millennium Park

Monday, July 22, 2024—3:00-5:00 p.m.

1. All displays must be in place and crates removed by 5:00 p.m.
2. Event Organizer reserves the right, should any rented space remain unoccupied at 5:00 p.m. on **Monday, July 22, 2024**, to rent or occupy said space. This clause shall not be construed as affecting the obligation of Sponsor to pay the full amount of the rental fee for space provided. If the display unit is on hand, the Event Organizer Exhibit Manager at 5:00 p.m. on **Monday, July 22, 2024** reserves the right to:
 - Assign labor to set any display that is not in the process of being erected.
 - Order the removal of all display materials and crates not in the process of being set.
 - Bill to the Sponsor the charge for labor to complete either of these options, and the Event Organizer shall have no liability for such work.

Dismantling

12:30-1:00 p.m.

Wednesday, July 24, 2024

1. All displays **MUST remain intact until 12:30 p.m. No early move-outs.**

Dismantle 12:30-1:00 p.m. on *Wednesday, July 24, 2024*.

No goods may be packed or removed before that time.

2. All booth materials must be removed from the hall by 1:00 p.m.
3. All sponsoring companies are responsible for all labor and other costs associated with setup and dismantling of their own displays.

Fireproofing and Safety

All decorations, drapes, signs, banners, acoustical materials, plastic cloths or any other similar materials generally considered to be easily ignited shall be flame retardant to the satisfaction of the city of Chicago, Illinois. Compliance with all city, state and county safety, health and fire ordinances is required.

Fireproofing and Safety *(continued)*

Aisles and exits shall be kept clean, clear and free of obstruction. Display literature/ reserve supplies are to be limited to reasonable quantities which may be kept within the booth space but must be stored in a safe, neat and compact manner, out of the view of attendees. Empty boxes and crates must be stored under your table. It will be the responsibility of the Sponsor to arrange for excess storage through the Fairmont Chicago, Millennium Park.

Licensing

Sponsor shall secure any and all necessary licenses for (a) any displays or other uses of copyrighted works or patented inventions; and (b) use of any name, likeness, signature, voice or other impression, or other intellectual property used directly or indirectly by Sponsor.

Americans With Disabilities Act (ADA)

Sponsor agrees to comply with all applicable provisions of ADA and shall indemnify the Event Organizer, its officers, directors, members and agents for Sponsor's failure to comply with ADA provisions.

Termination of Event

If the premises where the sponsorship and/or exhibit display tables are to take place are destroyed or damaged; or the conference fails to take place as scheduled or is relocated or interrupted and discontinued; or access to the premises is prevented or interfered with by reason of any strike, lockout, injunction, act of war, act of God, emergency declared by any government agency or for any other reason, this contract may be terminated by the Event Organizer. In the event of such termination, the Sponsor waives any and all damages and claims for damages and agrees that the sole liability for the Event Organizer shall be to return to each participating organization the registration payment.

Liability and Insurance

Sponsor agrees to protect, save and keep the Event Organizer and Fairmont Chicago, Millennium Park in Chicago, Illinois, forever harmless from any damage or charges imposed for violation of any law or ordinance, whether caused by the Sponsor and its agents and employees or those holding under the Sponsor, as well as to strictly comply with the applicable terms and conditions contained in the agreement between Fairmont Chicago, Millennium Park and the Event Organizer regarding the conference premises. And, further, Sponsor shall at all times protect, indemnify, save and keep harmless the Event Organizer and Fairmont Chicago, Millennium Park against and from any and all loss, cost, damage, liability or expense arising from or out of or by reason of any accident or other occurrence to anyone or anything, including the Sponsor, its agents, employees and business entities, which arises from or out of or by reason of said Sponsor's occupancy and use of the conference premises or a part thereof.

The Event Organizer will exercise reasonable care for the protection of Sponsor's materials and displays. However, the sponsoring company, on signing this contract, expressly releases the Event Organizer and Fairmont Chicago, Millennium Park from, and agrees to indemnify same against, any and all claims for such loss, damage or injury. Sponsors desiring to carry insurance on their exhibit, display, products, etc., will place it at their own expense.

Standard Arbitration Clause

Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by binding arbitration in accordance with the Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator(s) may be entered in any court of competent jurisdiction.

Responsibility of the Sponsoring Firm—to be fully familiar with these rules and regulations and to see that each member of the firm attending the conference, either as Sponsor personnel or registrant, or both, is familiar with these rules and regulations. Sign and return with Sponsorship Application.

Signature: _____ Print name: _____

Company: _____

Title: _____

Date: _____