



September 11-15, 2022
Caesars Palace Las Vegas, Las Vegas, NV





AuditCon — A Higher Education Summit

Association of College and University Auditors (ACUA) is an international professional organization serving institutions of higher education around the world. Since its establishment in 1958, ACUA has provided its members a collegial forum for exchanging and sharing knowledge and generating new ideas. ACUA is committed to increasing members' knowledge of auditing, regulatory compliance and risk management in higher education.

To complement the educational program, AuditCon also serves as a venue for participants to meet with partners in the field to discuss products and services for the auditing community. As an exhibitor or sponsor, your company will have access to more than 400 representatives from our member institutions including 68 percent serving as Directors, Managers or Supervisors of audit departments. There are many different sponsorship options available at a variety of price points to fit your budget. Options range from giveaway items to events. If your company is interested in a sponsorship option that you don't see listed, we would be happy to discuss those ideas with you.

Program-at-a-Glance

Schedule Subject to Change

SUNDAY, SEPTEMBER 11, 2022

2:00 p.m. – 5:00 p.m.	Exhibitor Set-Up
3:00 p.m. – 6:30 p.m.	Registration Open
5:00 p.m. – 6:00 p.m.	First-Time Attendee Reception
6:00 p.m. – 7:30 p.m.	Opening Reception in Exhibit Hall

MONDAY, SEPTEMBER 12, 2022

7:00 a.m. – 5:00 p.m.	Registration Open
7:00 a.m. – 8:00 a.m.	Continental Breakfast
8:00 a.m. – 4:45 p.m.	Educational Sessions
9:15 a.m. – 9:45 a.m.	Refreshment Break in Exhibit Hall
12:05 p.m. – 1:20 p.m.	Luncheon in Exhibit Hall
2:35 p.m. – 3:05 p.m.	Refreshment Break in Exhibit Hall



Program-at-a-Glance (cont.)

Schedule Subject to Change

TUESDAY, SEPTEMBER 13, 2022

7:00 a.m. – 10:30 a.m.	Registration Open
7:00 a.m. – 8:00 a.m.	Continental Breakfast
8:00 a.m. – 4:30 p.m.	Educational Sessions
9:10 a.m. – 9:45 a.m.	Refreshment Break in Exhibit Hall
10:00 a.m. – 1:00 p.m.	Exhibit Tear Down
12:05 p.m. – 1:30 p.m.	Awards Luncheon and Officer Transition
6:00 p.m. – 10:00 p.m.	Social Event

WEDNESDAY, SEPTEMBER 14, 2022

7:00 a.m. – 8:00 a.m.	Continental Breakfast
7:00 a.m. – 5:00 p.m.	Registration Open
8:00 a.m. – 12:15 p.m.	Educational Sessions

THURSDAY, SEPTEMBER 15, 2022

7:00 a.m. – 12:00 p.m.	Registration Open
7:00 a.m. – 8:00 a.m.	Continental Breakfast
8:00 a.m. – 12:00 p.m.	Educational Sessions

Important Dates

AUGUST 12, 2022

- Sponsorship Commitments Due
- Exhibit Application and information due
- Deadline to be included in conference materials

AFTER AUGUST 19, 2022

- Booth Numbers Assigned

AUGUST 19, 2022

- Deadline to make Hotel Reservations

AUGUST 26, 2022

- Booth Representative Forms Due

AUGUST 26, 2022

- No refunds for cancellations after this date



Marketing Prospectus

Exhibit Booth \$1,600

- 10x10 booth space with pipe and drape, signage with booth number and a trash receptacle
- 1 registration for exhibit booth representative (not full conference access)
- Recognition on ACUA's website, program book, mobile event app, and conference signage
- Message in Pre-Conference, 50% discount on ad in Fall 2022 *College & University Auditor*

Not-For-Profit Booth: If you are a qualifying not-for-profit organization, you may qualify for our special discounted rate of \$850 per standard booth. Non-profit organizations with 501(c)(3) or 501(c)(6) status must submit an IRS verification letter of their non-profit status when submitting their exhibit application.

Sponsorship Opportunities

Sponsorship Deadline: August 12, 2022

All sponsorships available on a first-paid, first-served basis. Please contact us if you have alternative options in mind.

Headshot Station

Attendees & guests can immediately see their best headshots and select their proofs and send their digital headshot image on site. We also provide data capture onsite for client to collect valuable information about their guests like email, title, company or custom info fields for your promotional marketing efforts.

Headshot Photo Lounge features:

- Branded HTML emails your attendees receive instantly- custom designed with your logos, links & promotion
- Customized Micro-site branded with your logos and brand identity housing high-resolution portrait images that your guests can retrieve
- Lead generation & data capture onsite: collect emails, names, titles or other information in customized data fields- perfect for connecting with potential customers with post-marketing

Headshot Station | \$5,000



Networking Lounge

Feedback received from members note AuditCon attendees want time to chat with one another, hear what others are doing in the higher education internal audit space, and to connect with new colleagues. The Networking Lounge provides just the space they need. Join them with your daily sponsorship of the Networking & Tech Lounge. Collaboration pods, branded recharging stations, custom seating areas, wifi and a snack, coffee or bar station, hosted just by your company.

Benefits include:

- Branded furniture
- Signage
- 5 complimentary registrations
- Exhibit space
- Exclusive opportunity – only one sponsor per day

Networking Lounge | \$10,000

Welcome Reception Sponsorship

AuditCon kicks off each year with a welcome reception. Every attendee and guest meets in the exhibit hall to network, connect with long-lost colleagues, and see what's new with our exhibitors. As the sponsor of the Welcome Reception you'll receive:

- Named the 'Welcome Reception Sponsor' in onsite schedule at a glance
- Company name and logo (with hyperlink to website) published on the conference website and conference app
- Opportunity for a company spokesperson to address attendees at an approved time during the welcome reception
- Two complimentary conference registrations
- Three additional complimentary tickets to the welcome reception
- Acknowledgement as Welcome Reception Sponsor throughout the event
- Special 'Sponsor' name tag
- One scheduled post on the event app, before the welcome reception.

Welcome Reception | \$12,500



A/V Sponsor

Providing reliable streaming services is a necessity for hybrid events. As attendees gather both in-person and virtually, the need for reliable streaming is a must-have tool. Help attendees stay connected by sponsoring the A/V services.

- Named the 'A/V Sponsor' in the onsite schedule at a glance
- Company name and logo (with hyperlink to website) published on the conference app
- Being listed as the A/V sponsor on signage in the dedicated streaming conference rooms
- Two complimentary conference registrations (including welcome reception and farewell function)
- Special 'Sponsor' name tag

A/V Sponsor | \$8,500

Awards Luncheon

Along with changes to the content and format, AuditCon brings more recognition for our amazing members with an Awards and Recognition Luncheon. As the key sponsor of this event, you'll serve as the emcee, introducing board members, committee chairs, and award recipient.

Benefits include:

- Named the 'Awards Luncheon Sponsor' in onsite schedule at a glance
- Company name and logo (with hyperlink to website) published on the conference website and conference app
- Opportunity for a company spokesperson to address attendees at an approved time during the welcome reception
- Two complimentary conference registrations
- Three additional complimentary tickets to the awards luncheon
- Acknowledgement as Awards Luncheon Sponsor throughout the event
- Sponsor signage being prominently displayed at the luncheon (maximum two signs)
- The option to display serviettes—branded with sponsor's logo—on lunch tables, or other approved promotional material (to be supplied by sponsor)
- Special 'Sponsor' name tag
- One scheduled post on the event app, before the awards luncheon.

Awards Luncheon | \$15,000



Charging Stations & Lounge

\$5,000

A special area outside the hubbub of the conference is just what our attendees have asked for. Put your special touch on our charging stations and lounge with branded tables and charging areas. Include custom marketing materials too!

Welcome Reception Exhibit Add On

\$3,000

Host a specialty cocktail or extra snacks in your booth to help drive traffic!

Laptop Privacy Window

\$2,500

Co-brand with ACUA and spread your booth number, company name, downloadable resource or more!

Social Event

\$25,000

No conference is complete without the opportunity to exchange information with colleagues and make new friends. Be the exclusive sponsor of the AuditCon closing celebration and make a memorable impression with participants.

Padfolios

\$7,500

It is an ACUA tradition to carry home conference padfolios. Your logo will go home with every participant and join them in their offices, staff and trade meetings as they use this handy keepsake!

Keynote Speaker

\$10,000

A representative from your company may introduce the speaker and speak briefly about your company product or service in front of a General Session audience. Your company logo will be lit on stage throughout the keynote address and be included on the opening and closing presentation slide.



Conference Tote Bag

\$6,000

Put your logo in the hands of all attendees to tote home as a souvenir of ACUA's AuditCon and of your company's sponsorship.

Food Station

Participants will see your company's logo as they approach food stations when you sponsor one of the following food and beverage events:

Breakfast (day of your choice) | \$7,500

Break (day of your choice) | \$3,500

Water Bottles

\$6,500

Help us "Go Green" by eliminating bottled water at breaks. Everyone loves a great water bottle to use throughout the conference and when they return home. Make your logo well known with this popular sponsorship item.

Conference Smart Phone App

\$4,000

Be ahead of the curve by sponsoring this comprehensive electronic guide to AuditCon. Your logo will be included as a banner in the mobile conference app.

Add-Ons Available

Totebag Insert

\$500

Provide a sample, promotional flyer or other item promoting your company to be placed in conference tote bags given to every attendee.



Journal Advertisement Upgrade

Advertise in ACUA’s online Journal! **(Platinum Strategic Partners get two full page ads!)** The *College & University Auditor* Journal is issued three times per year emailed directly to approximately 2,500 college and university auditing professionals.

For more information, please contact the ACUA Executive Office at info@acua.org for ad specifications.

Advertisement deadlines are as follows:

September 1 (fall issue)

December 1 (winter issue)

May 1 (summer issue)

Journal Landing Page Advertisement:

Desktop/tablet view: Dynamic width/height, to accommodate different ad styles.

- Width of ads should not exceed 728px. Height shouldn’t exceed 480px.
- The ideal dimensions for this ad will be 728px (w) X 315px (h).
- Mobile view: 320px (w) X 480px (h)
 - Advertisers who want to purchase ad space on the journal landing page should provide ads in both formats, so that their ads reach all intended audiences.
 - Alternatively, if an advertiser has created an IAB compatible HTML5 ad, they can provide the .zip archive.

Journal Article Pages Advertisement:

- Desktop/Mobile view: 320px (w) X 480px (h)

For all ads, it will be the advertiser’s responsibility to web-optimize any images provided. As an advertiser, you will need to have vetted the images to ensure that you have rights to use them.

Along with the images, please provide alternate text (for ADA-compliance) and optional accompanying HTML, which will appear immediately below the ad image.

Types of Advertisement and Bulk Advertisement

Bulk advertisement selections are only available to any whose companywants to include and advertisement in the same issue as their article.

Type of Advertisement	Rate per Insertion		
	Current Rate	2 Issues (5% discount)	3 Issues (10% discount)
Journal Landing Page & Article Advertisement	\$825	\$785	\$745
Journal Article Page Advertisement	\$550	\$525	\$500



Exhibit Information

Deadline: August 12, 2022

Booth Pricing & Information

Exhibit Dates: Sept. 11-13, 2022

Booth Size: 10' × 10'

Booth Fees: Complimentary with Sponsorship

Standard Booth Space | \$1,600

Each 10' × 10' booth includes:

- Booth Space Rental
- One Exhibit Representative who will also receive one complimentary registration to the conference
- Security when the exhibit hall is not open
- Pipe and Drape
- Exhibitor ID Sign
- Recognition in Conference Mobile App and signage (deadlines apply)
- Pre-Conference Registration Mailing List (Post-Conference mailing list add-on available) All other furnishings/materials must be ordered through Viper Tradeshow Services.

Booth Selection & Assignments

To ensure your top selection, provide the booth numbers of your top three choices on the application (see the exhibit hall floor plan for numbers). Booths will be assigned based on sponsorship level, then on a first-paid, first-served basis. Requests for space cannot be accepted by telephone. Please note that booth assignments will not be made until after the August 12, 2022 deadline.

Official Service Contractor

Viper Tradeshow Services is the official service contractor for the 2022 ACUA AuditCon. Once you receive your Exhibit Booth Reservation Confirmation Email, your information will be forwarded to Viper Tradeshow Services and an Exhibitor Service Kit will be sent to you. All shipments are to be sent through Viper Tradeshow Services. **ABSOLUTELY NO SHIPMENTS SHOULD BE SENT TO THE HOTEL. IF YOU SHIP YOUR MATERIALS DIRECTLY TO THE HOTEL, THIS COST WILL BE ADDED TO YOUR BILLING BY VIPER TRADESHOW SERVICES.** If you have any questions, please contact Viper Tradeshow Services, at 847-426-3100.

Additional Booth Representatives

Exhibiting companies may choose to bring more than one booth representative. Additional representative badges are \$150 each and include Opening Reception food and two (2) drink tickets, breakfasts, breaks, and Monday lunch. Additional representative badges do not include meals outside the exhibit hall hours or entrance to educational sessions. Guest tickets to the Tuesday night off-site event can be purchased separately. With your booth assignment (after Aug. 7, 2022), you will receive a Booth Representative Form. Completed forms will be due Friday, August 23, 2022. Utilizing this form, you may register and pay for your booth representatives at that time.



Installation of Exhibits

Installation of exhibits will be from 2:00 p.m. – 5:00 p.m. Sunday, September 11, 2022. Exhibitors must have their displays completed by 5:00 p.m.

Dismantle Information

Packing and removal of exhibits will not begin until 10:30 a.m. on Thursday, September 15, 2022, and must be completed by 1:00 p.m. Empty crates and packing containers being held in storage will not be returned until closing time. In the interest of public safety and show continuity, no exhibit booth or display shall be dismantled or packed prior to the official closing of the exhibition or a fine of \$250 will be invoiced to violating companies.

ACUA Exhibitor Trivia Card and Prizes

Exhibitors are asked to furnish prizes as an added incentive for participants to visit participating booths. In order to enter the prize drawing, attendees must answer all the trivia questions listed on the trivia card. Questions and answers should be submitted to Crystal Williams (cwilliams@kellencompany.com) by August 12, 2022. The question should pertain to your company or your company's exhibit booth. Attendees should be able to answer the question by either visiting your booth or visiting your website. Exhibitors who donate trivia prizes will be able to present a brief company introduction and prize to a seated and attentive audience at the Award Luncheon on Tuesday. Winners will be drawn from the completed exhibitor trivia cards.

Contest, Prizes or Lotteries

In order to ensure the highly professional and educational standards of the conference, booth contests, prizes or lotteries (including registration prizes) planned in addition to ACUA exhibitor passport prizes, are allowed only when fully explained in writing and submitted to ACUA for approval at least two weeks prior to the conference. ACUA reserves the right to approve or decline any/all such applications without recourse. Drawings for individual booth prizes are to be held by booth representatives between 10:00 a.m. and 10:30 a.m. on Tuesday, Sept. 15, 2022. Promotion of individual drawings is the responsibility of participating vendors alone.



Exhibit Hall

Dedicated Exhibit Hours

SUNDAY, SEPTEMBER 11, 2022

2:00 p.m. – 5:00 p.m. Exhibitor Set-Up
6:00 p.m. – 7:30 p.m. Welcome Reception

MONDAY, SEPTEMBER 12, 2022

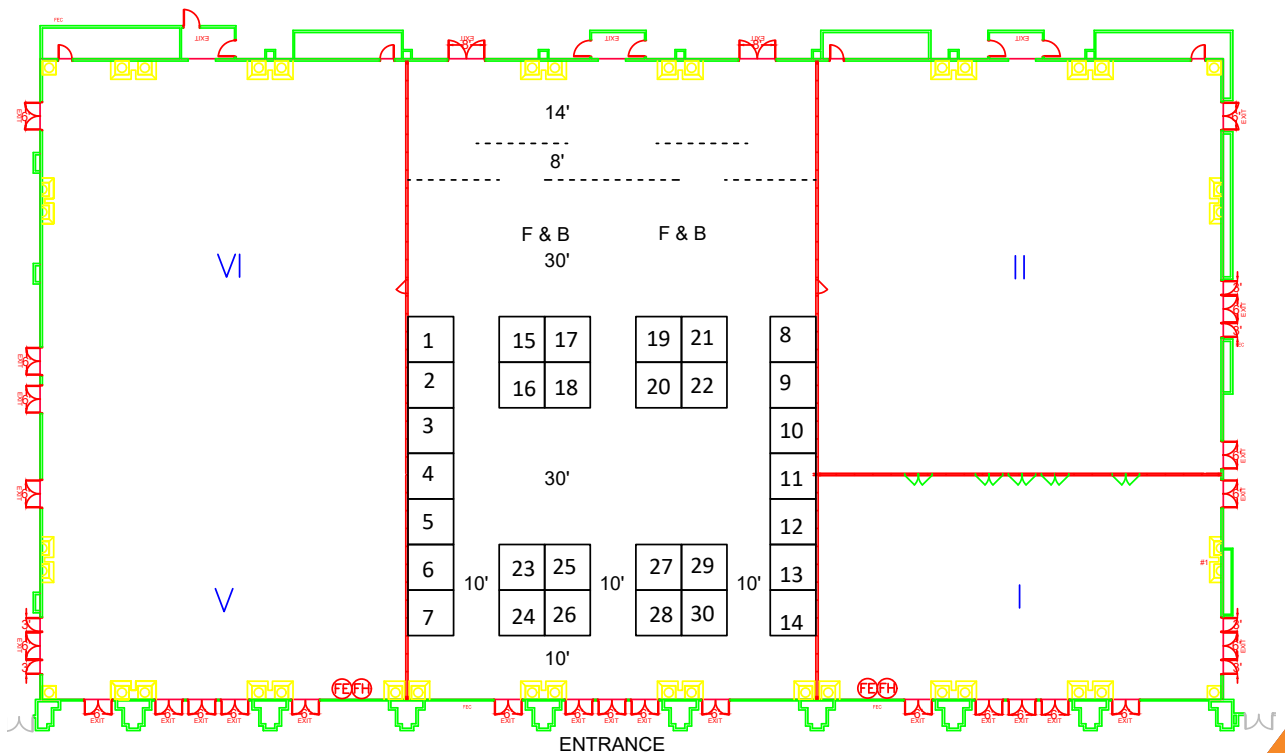
7:00 a.m. – 8:00 a.m. Continental Breakfast
9:15 a.m. – 9:45 a.m. Refreshment Break
12:05 p.m. – 1:20 p.m. Luncheon
2:35 p.m. – 3:05 p.m. Refreshment Break

TUESDAY, SEPTEMBER 13, 2022

7:00 a.m. – 8:00 a.m. Continental Breakfast
9:20 a.m. – 9:50 a.m. Refreshment Break

Schedule subject to change

Exhibit Hall Floor Plan



Important Dates

August 12, 2022

Deadline to submit:

- Exhibit and Sponsorship Application and Payment
- Company Logo in .eps and .jpg formats
Logo must be submitted in high resolution format at 300 dpi.
- 50-word Company Description

It is recommended that your company logo and description are submitted with your application to ensure this deadline is met.

After August 19, 2022

Booth Numbers Assigned

August 19, 2022

Deadline to make Hotel Reservations

August 26, 2022

Booth Representative Forms Due

August 26, 2022

No cancellations accepted after this date



Sponsorship Opportunities — select all that apply

Email info@acua.org to process payment

- | | | | |
|---|----------|---|---------|
| <input type="checkbox"/> Social Event | \$25,000 | <input type="checkbox"/> Water Bottles | \$6,500 |
| <input type="checkbox"/> Awards Luncheon | \$15,000 | <input type="checkbox"/> Conference Tote Bag | \$6,000 |
| <input type="checkbox"/> Welcome Reception | \$12,500 | <input type="checkbox"/> Charging Stations & Lounge | \$5,000 |
| <input type="checkbox"/> Networking Lounge | \$10,000 | <input type="checkbox"/> Headshot Station | \$5,000 |
| <input type="checkbox"/> Keynote Speaker | \$10,000 | <input type="checkbox"/> Conference Smart Phone App | \$4,000 |
| <input type="checkbox"/> A/V Sponsor | \$8,500 | <input type="checkbox"/> Break (day of your choice) | \$3,500 |
| <input type="checkbox"/> Padfolios | \$7,500 | <input type="checkbox"/> Welcome Reception Exhibit Add On | \$3,000 |
| <input type="checkbox"/> Breakfast (day of your choice) | \$7,500 | <input type="checkbox"/> Laptop Privacy Window | \$2,500 |





Sponsorship & Exhibitor Application

Terms and Conditions

By applying for exhibit space, your company agrees to comply with all rules and regulations outlined below and further agrees to abide by the decision of ACUA exhibit management with respect to interpretation of these rules. Please be sure that the company representatives attending the meeting are aware of and adhere to these rules.

1. EXHIBIT REPRESENTATIVES. Each 10' x 10' exhibit is entitled to one complimentary conference registration/booth badge per booth. Each additional badge is \$150. With your booth assignment you will receive a Booth Representative Form. You may use this form to register and submit payment for your booth representatives at the time. Completed forms are due no later than Friday, Aug. 26, 2022.

2. ASSIGNMENT OF SPACE. Space assignments will be made based on the date of receipt of completed applications and full payment or sponsorship. Every effort will be made to respect the exhibitors' space choices for "preferred" space whenever possible, but ACUA's (hereafter known as "exhibit management") decision shall be final. Exhibit management reserves the right to transfer assignments when such action is deemed to be in the best interest of the total exhibit effort. Booths will not be assigned until after the deadline.

3. PAYMENT. Full payment of exhibit fees or sponsorship is required with this contract. Payment for exhibit space does NOT include the cost of any booth equipment, furnishings, special utilities or services ordered by the exhibitor. All such optional costs shall be the exhibitor's responsibility. Please make checks payable to: ACUA, PO Box 723248, Atlanta, GA 31139, USA. All telephone inquiries: 913-222-8663; FAX 913-222-8606. International funds must be submitted on a U.S. bank in U.S. equivalents.

4. REFUND FOR CANCELLATION. Should the exhibitor be unable to occupy and use the exhibit space contracted for, he or she shall promptly notify exhibit management in writing. All sums paid by the exhibitor, less a service charge of \$250, will be refunded until Aug. 26, 2022. Cancellations after Aug. 27, 2022, will cost exhibitor one half price of booth(s) assigned, and space shall be forfeited. No refunds will be allowed on cancellations requested after Sept. 1, 2022, and space shall be forfeited.

5. ELIGIBLE EXHIBITS. Exhibit management reserves the right to determine the eligibility of any company or product for inclusion in the exhibition.

6. BOOTH EQUIPMENT AND SERVICES. Includes the following: 10' x 10' deluxe booth consisting of polished aluminum telescopic frames with flameproof fabrics. Backdrops are 8' high. Side dividers are 36" high. The booth will contain a 7" x 44" ID sign, indicating booth number and company name only. All other items (i.e., table, chairs) can be purchased through the official decorating company.

7. CONTRACTOR SERVICE INFORMATION. In the best interest of the exhibitors, exhibit management has selected Viper Tradeshow Services, contact person Hank Schlueter 816-591-6024, to serve as official contractors to provide various services to the exhibitors. It is agreed that the exhibitor will abide by and comply with the rules and regulations concerning local unions having agreement with the exhibition facility or with authorized contractors employed by exhibit management. Complete information, instructions and schedule of prices regarding drayage, labor for erecting and dismantling, electrical work, furniture, cleaning, etc. will be included in the Exhibitor's Service Kit, to be forwarded by the designated service company after space has been confirmed. An Exhibitors' Service Center will be maintained on the exhibit floor until the opening of the exhibit hall to facilitate service requests from exhibitors. Absolutely no shipments should be sent to the hotel. The hotel will not accept them. The Exhibitor's Service Kit will provide you with shipping instructions.

8. SECURITY. Security will be provided during the hours that the exhibit hall is not open by exhibit management during the show, beginning on the day of setup until tear down. However, each exhibitor should make provisions to safeguard his/her goods from the time they are placed in the booth until the time they are removed. Exhibit management will not be responsible for loss or damage due to any cause. All Exhibitors must wear the official exhibitor's name badge for admission to and while in the exhibit hall.

9. BOOTH CONSTRUCTION AND ARRANGEMENT. Exhibits shall be so arranged as to not obstruct the general view, nor hide the exhibits of others. Plans for specially-built displays not in accordance with regulations are to be submitted to exhibit management before construction is ordered. Regular and specially-built back wall, including signs, may not exceed an overall height of 8'. The maximum booth height of 8' may extend out ½ the depth of the booth from the back wall. Height limitation of the display in the balance of the area is 36", except for product and equipment on display which in itself may exceed this height. It is expressly agreed by the exhibitor that in the event he or she fails to install his or her products in his or her exhibit space, or fails to pay the space rental at the time specified, exhibit management shall have the right to take possession of said space and lease some or any part thereof to such parties and upon such terms and conditions as it may deem appropriate.

10. NO DISMANTLING WILL BE PERMITTED BEFORE CLOSING TIME. No exhibitor shall have the right prior to closing of the exhibition to pack or remove articles in exhibit without permission from and approved in writing by exhibit management. A fine of \$250 will be invoiced to violating companies.

11. USE OF EXHIBIT SPACE. Exhibitors agree not to assign or sublet any space allotted to them without written consent of exhibit management, nor to display or advertise goods other than those manufactured or carried by them in the regular course of business. No persons, firm or organization not having contracted with exhibit management for the occupancy of space in the exhibit will be permitted to display or demonstrate its products, processes or services, distribute advertising materials in the halls or corridors, or in any other way occupy or use the facilities for purposes inconsistent with these regulations.

12. EXHIBITOR REPRESENTATIVE. Each exhibitor must name at least one person to be his or her representative in connection with the installation, operation and removal of the exhibit. Such representative shall be authorized to enter into such service contracts as may be necessary, and for which the exhibitor shall be responsible.

13. RESTRICTIONS. Exhibit management reserves the right to restrict exhibits which are objectionable because of noise, glaring or flashing lights, method of operation, or any other reason, and also to prohibit or evict any exhibit which, in the opinion of exhibit management, may detract from the general character of the exhibit. This reservation includes persons, things, conduct, printed matter or anything exhibit management judges to be objectionable. In the event of such restriction or eviction, exhibit management is not liable for any refund of any amount paid hereunder. No display material exposing an unfinished surface to neighboring booths will be permitted. Demonstrations must be so located that crowds collected will be within the exhibitor's space, and not blocking aisles or neighboring exhibits. Contests of any kind must first be approved in writing by exhibit management. Photographing and videotaping within the exposition hall is prohibited except by the official ACUA photographer unless requested in writing to exhibit management for approval.

14. EXHIBITOR ACTIVITIES. Exhibitor agrees not to schedule or conduct any activity including, but not limited to receptions, seminars, symposia, hospitality suites and off-site events that are in conflict with the official program of ACUA, whether such activities are held at or away from the hotel, except with written approval of exhibit management. Exhibitor will submit application and payment to exhibit management by Sept. 1, 2022, any program exhibitor intends to hold at, or in conjunction with its exhibit, for written approval as to time and place.

15. RESPONSIBILITY. If the exhibitor fails to comply in any respect with the terms of this agreement, exhibit management shall have the right, without notice to the exhibitor, to offer said space to another exhibitor, or to use said space in any other manner. This shall not be construed as affecting the responsibility of the exhibitor to pay the full amount specified by the contract.

16. COMPLIANCE. The exhibitor assumes all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, state and federal governing bodies concerning fire, safety, health; together with the rules and regulations of the operators and/or owners of the property wherein the exhibit is held. Cloth decorations must be flameproof. Wiring must comply with fire department and underwriters' rules.

17. LIABILITY. ACUA, Viper Tradeshow Services, the Caesars Palace Las Vegas and Kellen, its agents or employees shall not be responsible for any loss, theft, or damage to the property of the exhibitor, his or her employees or representatives. Further, exhibit management will not be liable for damage or injury to persons or property during the term of this agreement from any cause whatsoever by reason of the use or occupancy of the exhibit space by the exhibitor or his assigns, and the exhibitor shall indemnify and hold harmless exhibit management from all liability, which might ensue from any cause whatsoever. If the exhibitor's materials fail to arrive, the exhibitor is nevertheless responsible for all amounts due hereunder. Exhibitors are advised to carry special insurance to cover exhibit material against damage and loss, and public liability insurance against injury to the person or property of others.

18. CANCELLATION OR TERMINATION OF EXHIBITION. In the event that the premises where the exhibition is to be held shall, in the sole determination of exhibit management, become unfit or unavailable for occupancy, or shall be substantially interfered with, by reason of picketing, strike, embargo, injunction, act of war, act of God, fire or state of emergency declared by any government agency or by reason of any municipal, state or federal law or regulation or by reason of any other occurrence beyond the control of exhibit management, exhibit management may cancel or terminate the exhibition. In the event of such cancellation or termination, the exhibitor waives any and all claims the exhibitor might have against exhibit management for damages or expenses and agrees to accept in complete settlement and discharge of all claims against exhibit management the exhibitor's prorated share of the total amount paid by all exhibitors less all costs and expenses incurred by exhibit management in connection with the exhibition including a reserve for future claims and expenses in connection therewith. In case exhibit management shall for any reason determine to cancel or terminate the exhibition, the exhibitor waives all claims the exhibitor might have against exhibit management for damages or expenses and agrees to accept in complete satisfaction and discharge of all claims against exhibit management a refund of all amounts paid by the exhibitor to exhibit management in accordance with this agreement.

19. MANAGEMENT. Exhibit management reserves the right to interpret, amend and enforce these regulations as it deems appropriate to ensure the success of the exhibition.