



2024 EXHIBIT HALL REGULATIONS
Exhibit Schedule: June 10-11, 2024

All setup must be done on Sunday afternoon. The exhibit set-up and removal times will be strictly adhered to. Exhibitors not checked in by 4:30 p.m. on Sunday will forfeit their booth space.

1. The Tennessee Safety and Health Conference reserves the right to exercise its sole discretion in the acceptance or refusal of applications. Accepted applications will be recorded in order of receipt and, insofar as possible, space will be assigned on a first-come, first served basis. Booth rental fee is \$900.00. Refunds can be given (less a \$300.00 processing fee) for cancellations until 45 days prior to the conference. If cancelling within 45 days of the conference start date, refunds will not be issued.
2. Exhibitors who have not checked in and set up by 4:30 PM on Sunday afternoon will be considered "no-shows". Their booth spaces will be broken down and the space will be forfeited.
3. All booths are 10' x 10'. In order to allow unobstructed view of neighboring booths, exhibitors are not permitted to have their backdrops exceed eight feet (8') in height, nor can they protrude more than thirty inches (30") from the back wall line. If your booth display exceeds these dimensions, at the discretion of the Exhibit Coordinator, your booth will be moved or modified so as not to obstruct adjoining exhibitors.
4. Exhibitor may not assign or sublet any space allotted to it, and may not advertise or display goods, other than those manufactured, distributed, or sold by it in the regular course of their business.
5. The Tennessee Safety and Health Conference and Exposition is a closed trade show designed to provide a showcase for products and services either specifically designed for, or customarily used by, safety, health, and environmental professionals.
6. It is agreed that the Tennessee Safety and Health Conference and the management of the Convention Center shall not be liable to the Exhibitor for any loss or damage to property or injury to his person, his agents, employees, or other persons, no matter how sustained - from fire, theft, accident or other causes. All claims for such loss, damage, or injury are hereby expressly waived by the Exhibitor.
7. The Exhibitor agrees that the Tennessee Safety and Health Conference shall have the right to make such rules and regulations or changes in floor plan arrangement of booths for said exhibition as it shall deem necessary, and to amend same from time to time. The Tennessee Safety and Health Conference shall have the final determination and enforcement of all rules, regulations, and conditions and reserves the right to move the

exhibitor's booth locations as necessary to maximize the benefit for all exhibitors and attendees.

8. Exhibitors or their agents may not allow any articles to be brought into the exhibit hall or any act done to the premises which will invalidate the insurance or increase the premium on the policies held by the management of the Convention Center, nor permit anything to be done by their employees through which act the premises, property or equipment of other exhibitors will be damaged. No signs or articles can be affixed, nailed, or otherwise attached to walls, doors, etc., in such a manner as to deface or destroy them. Likewise, no attachments can be made to the floors by nails, screws, or any other devices that would destroy them. In order to maintain a quiet, businesslike atmosphere, extremely loud noises such as bells, sirens, buzzers, etc., will not be permitted. All space is leased subject to these restrictions. Violations of these rules will annul the contract and the Exhibitor will be held liable for any damage resulting from such violations.
9. No activities shall be scheduled by exhibitors during the time of the official program or exhibit hours except as specified by the TN Safety & Health Conference. Booth activities are permitted only during exhibit hours outlined in the Official Program and below.
10. Sales in the exhibit hall are discouraged. All exhibitors who plan to sell products in the hall must receive prior approval from the Board of Directors.
11. The exhibitor must agree to abide by any restrictions currently in place by the state of Tennessee or Davidson County.
12. Exhibitors will be allowed to enter the exhibit hall on Monday and Tuesday thirty (30) minutes prior to the doors opening to attendees and must vacate the hall fifteen (15) minutes after the doors close.
13. **BOOTH SET-UP TIME:** Sunday, 12:00 PM – 4:30 PM
EXHIBIT HOURS: Monday 7:00 AM -7:45 AM, 9:30 AM-11:30 AM,
12:15PM- 4:00 PM
Tuesday 7:00 AM - 11:50 AM, 1:00 - 2:00PM
EXHIBIT REMOVAL TIMES: Tuesday, 2:30 PM – 4:00 PM

All set-ups must be done on Sunday afternoon. The exhibit set-up and removal times will be strictly adhered to. Exhibitors not checked in by 4:30 PM Sunday will forfeit their booth space.

For questions regarding exhibitor registration or set up, please call TSHC Exhibit Hall Representatives, Jeff Skillern (256) 975-1078, Taryn Thomas (901) 212-6177 or Lee Fortier (615) 828-3204.