

This contract is subject to provisions on the reverse of this sheet.

I. In accordance with the following terms, conditions, and regulations governing exhibits of the conference of IDEA at the Town and Country Resort Feb. 16-19, 2027, the undersigned hereby makes application for exhibit space(s) which, when accepted by IDEA, becomes a contract. Terms and conditions on the back of this page are a part of this contract. The undersigned agrees to abide by all rules, requirements, restrictions, and regulations as set forth in this agreement or as may be especially designated by Management, or the Town and Country Resort. Failure to abide by such rules and regulations results in forfeiture of all monies paid or due to the Management under terms of this agreement.

II. Cost of conference exhibit space:	CampusEnergy2027 Only	With IDEA2027 Exhibit	\$ Enclosed
Member Fee:	\$4,200	\$3,425	\$ _____
Non-member Fee:	\$5,275	\$4,500	\$ _____

\$100 will be added to fee if Campus exhibit payment is not received by Oct. 30, 2026.

III. Booth choices (in order of preference): 1st: _____ 2nd: _____ 3rd: _____ 4th: _____

List any company(s) you wish to be near: _____

List any company(s) you do not wish to be near: _____

IV. Each exhibiting company receives one full conference registration per table top exhibit. Exhibit only personnel wishing to attend technical sessions, or luncheons, must either register as a conference delegate or purchase meal tickets separately. (Exhibitor registration instructions will be sent to confirmed exhibitors in Dec. 2026.)

V. This form was submitted by (*This person will receive all correspondence related to the trade show*):

Contact Person: (First Name) _____ (Last Name) _____

Company – as it should be listed _____

Address _____

City _____ State _____ ZIP _____ Country _____

Telephone _____ E-mail _____

Website _____

Signature – I agree to the terms of this exhibit contract. _____ Date _____

Payment

- ☐ My check is enclosed, payable to IDEA
Check payments should be sent to IDEA (1800 West Park Dr., Ste 350 – Westborough, MA 01581) immediately to ensure your exhibit space.
- ☐ Invoice
Invoice will be sent to email address on form with option to pay by secure link with credit card or ACH.

For IDEA Staff Use Only

Amt. Paid \$ _____ Bal. Due \$ _____ Bal. Paid \$ _____ Booth(s)Assigned _____ Accepted by Show Manager _____

Rules and Regulations

These Contract Conditions, Rules and Regulations are a part of the **CampusEnergy2027** Application and Contract for Exhibit Space and should be carefully read before signing the space application. After completing the Application and Contract for Exhibit Space, please give a copy of these Rules and Regulations to the person(s) responsible for the construction of your table top(s).

- 1. Assignment of Space:** IDEA reserves the right to make changes to the floor plan of table tops as may be deemed necessary and revise same from time-to-time.
- 2. Exhibit Fees and Payment for Space.** If the required payment is not received by Oct. 30, 2026 the fee will increase by \$100. If the fee is not received by Dec. 4, 2026, the show management reserves the right to reassign the reserved space. Checks should be made payable to: "IDEA" in U.S. dollars and must be mailed to: IDEA, 1800 West Park Dr., Suite 350, Westborough, MA 01581. Receipt of payment does not oblige IDEA to accept a contract as binding. IDEA retains the option of returning funds.
- 3. Cancellation.** Cancellations of exhibit space must be directed in writing to IDEA, 1800 West Park Dr., Suite 350, Westborough, MA 01581. Refunds, less an administrative fee of \$300 per booth, will be made at the discretion of the exhibit management, but no refund will be given for a cancellation made after Nov. 2, 2026. Exhibitors who decide to cancel their participation prior to an official event cancellation announcement from IDEA will do so in accordance with the normal cancellation schedule and will not be eligible for any additional refunds should IDEA be forced to cancel the event at a later date.

If CampusEnergy2027 is unable to convene due to conditions beyond IDEA's control including ordinances put in place by local, state, and/or federal governments, exhibitors will be given the option to utilize their paid booth fee towards a virtual booth (if applicable) or transfer paid booth fee for an IDEA exhibit event taking place in the following year.
- 4. Exhibit Space.** Total of 156, 6' table tops. Spaces will include 6' table and one side chair.
- 5. Installation and Dismantling.**
Exhibit Set-Up: Tuesday, 16, 2027, 12:00 - 4:00 pm
Exhibit Dismantling: Thursday, Feb. 18, 2027, 3:00 - 6:00 pm
- 6. Official General Contractor.** IDEA has appointed Alliance Expositions as the official general contractor for the CampusEnergy2027 Conference & Tradeshow. The official contractor will e-mail each exhibitor, an information and service kit that provides exhibitors with complete shipping instructions, production information, and other forms for all services needed during the installation, show period, and removal of exhibits.
- 7. Exhibitor Registration.** Exhibitors must follow the instructions to register online by January 15 and then they can pick up their badge at the Registration Desk on Tuesday, Feb. 16, between 9:00 am - 5:00 pm. Exhibitors will be given badges which are to be worn at all times in the exhibit hall. No one will be admitted to the exhibit hall without a badge.
- 8. Use of Space.** Exhibitors shall not assign, share or sublet any space without written consent of IDEA. Care must be taken that the display does not interfere with the view of other exhibitors. Noticeable noise produced from operation of any equipment or apparatus is not permitted. Exhibit space is a 6 foot table. You may only use a 7 foot wide and 2 foot deep area. If your exhibit exceeds this area you will be asked to remove it.
- 9. Liability.** IDEA and the Town and Country Resort will not be held responsible for the safety of the property of the exhibitors from theft, fire, damages, accident, or other causes. Exhibitor agrees to protect, save, and hold IDEA and the Town and Country Resort and all agents and employees thereof (hereafter collectively called "indemnities") forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitors or those holding under the exhibitor. Further, exhibitor shall at all times protect, indemnify, save, and hold harmless the indemnities against and from any and all losses, costs (including attorney's fees), damages, liability, or expense arising from or out of or by reason of any accident of bodily injury or other occurrence to any person or persons, including the exhibitors, its agents, employees, and business invitee which arises from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises or a part thereof.

IDEA is not liable for any loss sustained by the participant as a result of the participant's or any third party's failure to access the conference website, or as a result of any breakdowns, software errors, incomplete or inaccurate transfer of information.
- 10. Safety Regulation.** Exhibitors must adhere to all municipal and state laws, rules and regulations. No combustible decorations may be used at any time; all drapes, table coverings, and other materials must comply with fire department regulations.
- 11. Security.** The trade show is being held in a hotel ballroom and security will be provided during non-exhibit hours. However, neither IDEA nor the Town and Country Resort can be responsible for any exhibit materials. Please take necessary precautions each day to safeguard your exhibit materials.
- 12. Failure to Occupy Space.** Space not occupied by the close of the exhibit installation period, as specified in these rules and regulations, will be forfeited by the exhibitor. This space may be resold, reassigned or used by the exhibit management.
- 13. Show Cancellation.** In the event the conference or exhibit is canceled, IDEA will not be held liable for any expenses incurred by the exhibitor beyond the rental cost of the booth space.
- 14. Selection of Exhibitors.** Only firms and organizations whose services and products are appropriately related to the purpose of IDEA shall be permitted to exhibit. IDEA reserves the right to decline or prohibit any exhibit which in its judgement is inappropriate, this reservation being all-inclusive as to person, things, printed matter, products and conduct.
- 15. Exhibitor Sponsored Functions.** Hospitality suites, meetings or dinners must be arranged by the exhibitor with the hotel and cannot coincide with official IDEA functions.