



#### 1. ACCEPTABILITY OF EXHIBITS:

All exhibits shall serve the interests of the members of the North Carolina Self Storage Association (NCSSA, we, us, our) and shall be operated in a way that will not detract from other exhibits or from the event as a whole. NCSSA determines acceptability of persons, things, conduct, and/or printed matter and reserves the right to require in its sole discretion the immediate withdrawal of any exhibit which it deems to be injurious or contrary to the purpose of the NCSSA or Event. In the event of such restriction or eviction, NCSSA is not liable for any refund of exhibit fees or any other expense. The exhibitors must ensure its exhibit is in compliance with the Americans with Disabilities Act and all related state and local requirements.

#### 2. APPLICATIONS FOR SPACE:

Applications must be made online through the NCSSA website. Telephone applications will not be accepted. Full payment is due at the time of registration.

#### 3. EXHIBITOR ELIGIBILITY:

Exhibiting Company must have a current NCSSA Strategic Partner/Vendor membership with dues of \$299 or exhibit as a non-member. National Self Storage Association (SSA) membership does not qualify for member exhibit table rates. SSA spending does not count toward ranking for assignment of space.

Nonmembers are limited to one 6-foot table and two chairs, on a space-available basis as further described in the Assignment of Space section below. Nonmember applications will be processed, and table assigned after all NCSSA members have been placed. **NCSSA reserves the right to determine, in its sole discretion, the eligibility of any applicant as an exhibitor.**

#### 4. ASSIGNMENT OF SPACE:

Registration and full payment are required for table assignment. Sponsors will be given priority table assignments. Your registration is date and time stamped upon receipt. NCSSA will make table assignments based on order registration is received. NCSSA reserves the right to change location assignments at any time, as it may in its sole discretion deem necessary.

#### 5. PAYMENT:

Full payment must be made online to be eligible for assignment. Exhibitors are responsible for ensuring full payment of all exhibit table fees prior to assignment procedures.

#### 6. CANCELLATION / SPACE REDUCTION:

NCSSA must be notified in writing in the event of cancellation or space reduction. A cancellation or space reduction prior to the printing of the on-site program will incur a minimum cancellation / space reduction fee of \$250. No refunds will be granted for failure to occupy space.

#### 7. NON-COMPLIANCE WITH RULES AND REGULATIONS:

Exhibitors that do not meet stated deadlines, or that do not comply with the rules outlined herein, may forfeit their space and all fees.

#### 8. FAILURE TO OCCUPY SPACE:

Space not occupied by the close of the exhibit installation period will be forfeited by the exhibitor, and this space may be resold, reassigned, or used by NCSSA in its sole discretion. No refunds will be granted for failure to occupy space.

#### 9. EXHIBIT FEES:

- **NCSSA MEMBER: \$950.** Includes **only one** exhibitor attendee or company representative. Space booked by an NCSSA member as set forth in Paragraph 3 above. Additional company representatives must be registered at a rate of \$339 (\$299 if register during early bird registration) per additional exhibitor attendee.
- **\$1950** for non-members. Includes **only one** exhibitor attendee or company representative. Additional company representatives must be registered at a rate of \$750 per additional exhibitor attendee.

#### 10. TABLE FEES INCLUDE:

- (1) 6-foot skirted table, (2) chairs
- Pre and post attendee registration lists (**NCSSA members only**) distributed approximately 10 days pre and post event.
- Table includes **only one** exhibitor attendee or company representative.
- Listing on website and in the event program
- Direct contact with attendees
- Company listed on 1 e-blast
- Company, logo and description listed in the event program

#### 11. FLOOR PLAN:

All dimensions and locations shown on the official floor plan are believed to be accurate but are not guaranteed. NCSSA reserves the right to make such modifications as may be necessary in its sole discretion.

**12. TABLE SHARING and SPACE RESTRICTIONS:**

The sharing of table space by vendors or companies is strictly prohibited. Any purported sublease of or license to use any part of the exhibit space by third parties, paid contractors or referral parties is also prohibited and has no legal effect.

**Solicitations or demonstrations by exhibitors must be within the bounds of their assigned space.** Aisles may not be used for exhibit purposes, display signs, or solicitation or distribution of promotional material. Exhibits, signs and displays are also prohibited in any public areas or elsewhere on the premises of the meeting facility, guestrooms, or hallways of the hotel. Operation of sound devices is allowed only if permitted by the venue and the exhibitor complies with NCSSA direction on volume. Any representative from a firm or organization not exhibiting is prohibited from soliciting business during the conference and trade show or in the hotel and convention center.

**13. CANCELLATION OF CONVENTION AND TRADE SHOW:**

If NCSSA cancels the convention and trade show for any reason, the exhibitor's recovery against NCSSA is limited to a return of the table fees actually paid by the exhibitor to NCSSA.

**14. EXHIBITOR CHECK-IN:**

All exhibitors must check-in at the NCSSA Exhibitor Registration Counter in the hotel/convention center for their exhibitor badge prior to entering the exhibit hall. Each exhibitor representative must have his/her own badge. Only the official NCSSA conference badge will be accepted for entry into the exhibit hall and all conference and trade show functions, subject to the limitations set by NCSSA.

**15. MOVE-IN:**

Exhibitors shall have access to the exhibit hall for move-in from 10:00 a.m. – 11:00 a.m. on Monday, November 3. **All tables must be completely set up and cleared of debris by 11:00 a.m.** All exhibit displays, materials and property must be moved into or out of the exhibit hall through such entrances and exits designated by NCSSA. All times subject to change. The exhibit hall opens to attendees at 11:00 a.m. on Monday, November 3. **NO MOVE-IN OR SET UP WILL BE PERMITTED WHILE EXHIBIT HALL IS OPEN TO TRADE SHOW ATTENDEES!**

**16. TABLE SETUP RESTRICTIONS:**

The Table Setup Restrictions are incorporated into and part of these Rules and Regulations. NCSSA reserves the right to enforce the Table Setup Restrictions by requiring a change to the table setup or tear down of the table, in NCSSA's sole discretion. Exhibitor agrees to pay the full cost of any change or tear down and agrees that any such cost is its responsibility. In the event of such change or tear down, NCSSA will not provide any refunds or reimburse any expenses. Failure to comply is subject to the consequences set forth in the Non-Compliance section below.

**17. MOVE-OUT:**

Exhibitors will have from 7:00 p.m. – 8:00 p.m. on Monday, November 3 to pack, tear down, dismantle and remove all of their displays, materials and property from the exhibit hall. Exhibit displays, materials and property may not be packed, torn down, dismantled, or removed prior to 7:00 p.m. on Monday, November 3. All exhibit displays, materials and property must be moved into or out of the exhibit hall through such entrances and exits designated by NCSSA. **EXHIBITORS THAT PACK, TEAR DOWN, REMOVE OR DISMANTLE DISPLAYS, MATERIALS OR PROPERTY PRIOR TO DESIGNATED MOVE-OUT TIME WILL FORFEIT PRIVILEGES FOR FUTURE SHOWS.** Failure to comply is also subject to the consequences set forth in the Non-Compliance section below.

**18. EXHIBITOR GUEST RESTRICTIONS:**

The exhibit hall is not open to the general public or guests of exhibitors. Exhibitor's guests/clients who are not registered attendees of the trade show with a name badge will not be allowed to enter the exhibit hall.

**19. OBSERVANCE OF LAWS & REGULATIONS:** Exhibitors are solely responsible for compliance with any and all applicable venue rules and federal, local, city and state laws, ordinances and regulations, including but not limited to those regarding the installation and operation of the exhibit. The use of combustible or flammable material, such as bunting, crepe paper, tissue paper, cardboard, balloons, and corrugated paper, is strictly prohibited. All materials used by exhibitor for decorative purposes, such as muslin, velvet, and silkscreen, must be flame proof. Open flames, butane gas, and oxygen tanks are strictly prohibited. Failure to comply is subject to the consequences set forth in the Non-Compliance section below.

**20. EXHIBITOR CONDUCT:**

Exhibitors are expected to show courtesy and respect for NCSSA staff, contractors, venue personnel, trade show attendees, and others. NCSSA reserves the right to evict or otherwise restrict access to any persons or exhibitors whose conduct or attire is deemed by NCSSA to be offensive, disruptive, disrespectful, unethical, undignified, or in violation of these Rules and Regulations. NCSSA also reserves the right to restrict the distribution of materials that are in any way incompatible with NCSSA's standards of decorum, taste, or professionalism. In the event of such eviction or restriction, NCSSA will not provide any refunds or reimburse any expenses. Unusual advertising plans and stunts that are designed to attract attention to a particular exhibit must obtain written permission from NCSSA prior to the opening of the trade show. Failure to comply is subject to the consequences set forth in the Non-Compliance section below.

**21. NON-NCSSA EVENTS:**

Exhibitor-sponsored meetings, entertainment, events, or similar activities are strictly prohibited in the host hotel or convention center, including meeting rooms, pool cabanas, hospitality suites or other private or public facilities during official trade show hours. Failure to comply is subject to the consequences set forth in the Non-Compliance section below.

**22. CARE OF FACILITY:**

Nothing shall be posted on, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the building, table or furniture. Anything necessary for the protection of these areas must be provided by the exhibitor at its own expense.

**23. LIMITATIONS OF LIABILITY / INDEMNIFICATION:**

Exhibitor agrees that neither NCSSA or the trade show facility operator nor either of their officers, directors, members, representatives, employees, contractors, or suppliers ("Releasees") is or will be liable for, and Exhibitor forever releases the Releasees from, any claims, liabilities, losses, damages or expenses of any kind (including but not limited to negligence, gross negligence, personal injury and death, disease (including, but not limited to, COVID-19 and its variants) property damage and destruction, and intentional acts) relating to, arising out of, or in any way connected with exhibitor's or its personnel's or guest's participation in the conference or trade show. The exhibitor is fully responsible for any such claims, liabilities, losses, damages or expenses; for any loss of or damage to exhibitor's materials, property, and displays; and for any personal injury or death suffered by exhibitor's personnel and guests. Exhibitor agrees to protect, indemnify, hold harmless, and defend the Releasees, including by paying any attorneys' fees incurred by Releasees, against any such claims, liabilities, losses, damages or expenses; for any loss of or damage to exhibitor's materials, property, and displays; and for any personal injury or death suffered by exhibitor's personnel or guests.

**24. AMENDMENTS/ENFORCEMENT:**

All matters and questions not covered by these Rules and Regulations are subject to the final judgment and decision of NCSSA staff. These Rules and Regulations may be amended at any time by NCSSA upon written notice to exhibitors. NCSSA reserves the right to enforce compliance with these Rules and Regulations.

**25. EXHIBITOR RESPONSIBILITY:**

Exhibitor is responsible for communicating all information regarding these Rules and Regulations to all members of the company that will be participating in NCSSA's convention and trade show, as well to any agents, contractors, or other personnel or guests authorized or acting on behalf of the exhibiting company prior to and during the NCSSA conference and trade show.

Exhibitor is responsible for securing Exhibitor's displays, materials and property during the event as well as before and after event hours. Neither NCSSA nor the venue provides any security or is responsible for securing Exhibitor's displays, materials, or property.

**26. FOOD & BEVERAGE:**

Food and Beverage catered functions are to be arranged through the exclusive in-house caterer or banquets team. Any exhibitor wishing to provide food or beverage (including alcohol) items, must receive prior authorization. Please contact Sally Novak at [snovak@selfstorage.org](mailto:snovak@selfstorage.org) for more information.

**27. CHILDREN POLICY:**

No one under the age of 18 is allowed in the exhibit hall during move-in and move-out. No one under the age of 16 is allowed in the exhibit hall during tradeshow hours.

**28. SUITCASING**

**Any vendor soliciting business at the conference or trade show, including anywhere in the venue, must be registered as an exhibitor sponsor.** Any vendor that violates this provision will be charged the non-member table registration fee. Any such vendor consents to NCSSA or its designee, without providing any further notice, charging the vendor's credit card for the non-member table registration fee; the vendor further agrees not to make a chargeback request related to the non-member table registration fee. Any vendor that violates this provision will be barred from the current conference and trade show and may be barred from future NCSSA conferences, trade shows, and events.

**29. PHOTOGRAPHY AND VIDEO RECORDING**

No exhibit, performance or event presented at the NCSSA Convention shall be photographed, videotaped, broadcast, or recorded for commercial use, sale or distribution of any kind without the express written consent of the NCSSA. If found in violation of this section, Exhibitor agrees to surrender recording media immediately at the request of the NCSSA. No entity may use any audio or visual devices, including film, videotape, DVD, webcam, or any other similar methods which may be available to capture audio or visual images of the NCSSA Convention or its events without written permission of the NCSSA. No entity may supply, sell, or resell any audio or visual material of any NCSSA Convention without the express written consent of the NCSSA. No entity, with the exception of official NCSSA licensees, may represent that it is the official, authorized, or sole provider of Convention content or coverage.

Further, Exhibitor hereby waives its right of refusal to have its personnel or guests, as well product or exhibit, to be photographed, videotaped, broadcast, or recorded in any medium for any use whatsoever by the NCSSA or its designated official and authorized agency, including without limitation, uses by NCSSA-authorized or sanctioned media

producing broadcasts derived from material gathered at the NCSSA Convention.

Exhibit table photography will be permitted only by the designated NCSSA official show photographer. Failure to comply is subject to the consequences set forth in the Non-Compliance section below.

**30. EXCLUSIVITY**

Exhibitors are not entitled to and will not be granted any status as the exclusive exhibitor at the trade show for any product or service offered by the exhibitor or on any other basis.

**31. NON-COMPLIANCE:**

Failure to comply with any of the above rules and regulations may result in suspension from exhibiting at or attending future NCSSA trade shows or events for a period of time deemed appropriate by NCSSA.

**32. NO GUARANTEES:**

NCSSA does not guarantee or make any representations whatsoever regarding its in-person events, including but not limited to any guarantees or representations regarding the attendees or attendance levels. Exhibitor understands and accepts the risk that NCSSA's in-person events may have attendance levels lower than or different from previous years. Except as expressly stated herein, under no circumstances will NCSSA issue a full or partial refund, substitute or add benefits for any Exhibitor.