

EXHIBITOR TERMS AND CONDITIONS

1. TERMS OF AGREEMENT.

It is understood that the following terms are accepted as part of the contract between the American Pan-Islamic Community Council (“Organizer”) and the Exhibitor listed in the online Booth Request Form (the “Exhibitor”) to rent exhibit space at Organizer’s **I Heart Halal Festival** to be held **April 12-14, 2019** (the “Event”). The terms and conditions of the Booth Request Form are incorporated herein. The Exhibitor and Organizer may each be referred to as “Parties,” or collectively, as “Parties” herein. It is agreed that the Exhibitor will abide by the rules as set forth within these Terms and Conditions (the “Agreement”) before, during, and after the Event, and by other reasonable rules considered necessary by Organizer and the Navy Pier Convention Center (the “Convention Center”).

Additionally, it is agreed that Exhibitor shall abide by any and all agreements made by and between Organizer and the Convention Center and any and all rules of the Convention Center.

Organizer shall have the sole authority to interpret and enforce all rules and regulations included herein, to make any amendments thereto, and to make further rules and regulations as necessary to ensure the orderly conduct of the Event. The Parties hereby agree and acknowledge that any waiver of or failure to exercise any right provided for herein shall not be deemed a waiver of any further or future right under this Agreement.

2. ACCEPTANCE OF BOOTH APPLICATIONS.

The acceptance of Exhibitor is subject to the approval of the Organizer. Organizer reserves the right to make such approval determinations in its sole discretion.

3. EXHIBIT BOOTH CANCELLATION & REFUND.

Cancellations must be received by e-mail to info@ihearthalal.com. It is mutually agreed that by canceling exhibit booth space, the Exhibitor relinquishes all benefits included with the exhibit booth space, including any complimentary registrations. Booth deposit payments are non-refundable and non-transferable. Cancellations received before March 1st will be entitled to a refund of 90% of final booth payment. Cancellations on or after March 1st but on or before April 1st will be entitled to a refund of 50% of final booth payment. Cancellations after April 1st will not receive a refund. Organizer reserves the right to reassign the booth location or to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem appropriate.

4. LOCATION OF EVENT.

The Event will take place in the Convention Center.

5. EXHIBITS AND PRODUCTS.

All products/exhibits displayed shall be halal certified or declared halal or must have written authorization from the Organizer. Exhibitor shall not display in the booth any products that are not halal. Organizer reserves the right to determine the eligibility of any product for display.

Organizer also reserves the right to make the final determination of all space assignments in the best interests of the Event.

6. SETUP & TEARDOWN.

Special booth construction, electrical wiring, and decorator services are available only through the General Services Contractor appointed by the Organizer. The Exhibitor may request extra furniture, electrical appliances, electrical fittings, and wiring at an extra cost. The following guidelines apply to setup and teardown:

Tools: Exhibitors' employees may work in booths without the use of union labor. Exhibitors are not permitted to use POWER TOOLS (electric drills, power saws, etc.) on the booths. Manual tools such as hammers, screwdrivers, etc. are allowable for Exhibitor use within size and time limitations. Exhibitor may not borrow tools, ladders, or other equipment from the Convention Center.

Freight Handling/ Installation & Removal: Organizer reserves the right to fix the time for the installation of a booth prior to the Event opening and for its removal after the conclusion of the Event. Installation of all exhibits must be fully complete by 4:00pm on Thursday, April 11, 2019. Any space not claimed and occupied by 4:00pm, Thursday, April 11, 2019, may be resold or reassigned without refund. No Exhibitor will be allowed to dismantle or repack any part of its exhibit until after the closing of the Event on Sunday, April 14, 2018. Exhibitor will not be permitted to store packing crates, boxes, cartons, literature or excess materials in or behind their booths during the exhibit period.

Safety: Standing on chairs, tables, or other rental furniture is prohibited. This furniture is not engineered to support standing weight. The Organizer or General Services Contractor cannot be responsible for injuries or falls caused by the improper use of rental furniture. Please assist in our efforts to provide a safe working environment for everyone.

7. BOOTH EQUIPMENT.

Each single booth will include pipe and drape or SMT wall system, one four-foot draped table, two chairs, one wastebasket, and a booth identification sign.

8. SECURITY.

Neither Organizer nor the Convention Center will be in any way liable or responsible for the loss, theft, or disappearance of personal or commercial property from Exhibitor's booth space or from the exhibit hall.

9. EXHIBIT BOOTH RULES.

Vendors who sell products and/or services to the community are not allowed to conduct or solicit business in the Convention Center, unless they have purchased exhibit booth space at the Event. Violation of this policy will result in the Organizer's refusal to accept any and all registrations and future registrations. All accepted registrations must abide by the following rules:

Exhibit Booth Structure: No walls, partitions, decorations, or other obstructions may be erected that in any way interfere with the view of another Exhibitor. Exhibitors who wish to use any non-standard booth equipment, signs, decorations, or arrangements of display materials that in any way conflict with the stated regulations must submit two copies of a detailed sketch or layout (including all dimensions) no later than March 1st for approval by the Organizer.

Standard Exhibit Configuration (10 foot x 10 foot booths): Exhibits must not be higher than 8 feet in the back and 4 feet on each side. Display fixtures over 4 feet high must be confined to the area of the exhibit booth which is within 5 feet of the backline. Nothing over 4 feet high can be within 5 feet of the aisle line (the front half of the booth). Hanging signage and other items from the ceiling is not permitted.

Exhibit Materials: No combustible decoration, such as crepe paper, cardboard, or corrugated paper, may be used at any time. All packing containers, excelsior, and wrapping paper, which must be flameproof, and is to be removed from the floor and must not be stored under tables or behind displays. All muslin, velvet, silken, or any other decoration must stand a flameproof test as prescribed by the fire ordinance of the city of Chicago, IL. All materials and fluids which are inflammable are to be kept in safety containers. Open flames, butane gas, acetylene, oxygen tanks, or other flammable materials are not permitted. Balloons are not permitted in the exhibit hall.

Show Schedule:

- Exhibitor Move-in
 - Thursday April 11 8:00 am – 4:00 pm
- Exhibit Hours
 - Friday April 12 11:00 am – 10:00 pm
 - Saturday April 13 11:00 am – 10:00 pm
 - Sunday April 14 11:00 am – 6:00 pm
- Exhibitor Move-out
 - Sunday April 14 6:00 pm – 12:00 am

Exhibit Booth Staffing: Exhibitors are required to open and staff their booths throughout the exhibit hours. All booth personnel must be employed / contracted with the organization contracting exhibit space from Organizer. During Exhibition opening hours, booths shall be staffed by an authorized representative, technically qualified to explain and demonstrate products or services being displayed. Teardown is not allowed prior to the Exhibitor Move-out time.

Soliciting/Demonstrating: Soliciting or demonstrating by an Exhibitor must be confined to the Exhibitor's own booth and may not interfere with neighboring booths.

Contests/Raffles/Giveaways: Contests, raffles, and giveaways may be conducted only with the prior approval of Organizer. In conducting any pre-approved contest, lotteries, or raffles, Exhibitor shall warrant that it has complied with all state and local

laws and regulations for such activity.

Noise: The noise level from any demonstration or sound system should be kept to a minimum so it does not interfere with adjacent booths.

Destruction of Property: Nothing shall be posted on, tacked, nailed, screwed, taped, stapled, or otherwise attached to ceilings, columns, walls, floors, painted surfaces, or other parts of the building or furniture. No holes may be drilled, cored, or punched in the building. All property destroyed or damaged by an Exhibitor must be restored to its original condition or replaced by the Exhibitor, at the Exhibitor's sole cost and expense.

Decorum: Organizer shall have the right to exclude or to require modification of any display or demonstration at Exhibitor's expense which, in Organizer's sole discretion, it considers not proper or not otherwise in keeping with the character of the Event. Exhibitors shall be bound by the decisions of Organizer in all matters related to the Event. The Organizer reserves the right to remove any display that, because of noise or other objectionable features, detracts from the nature of the Event. Notice will be provided prior to such removal.

10. CANCELLATION OR RELOCATION OF THE EVENT.

In the event of cancellation or relocation of the Event due to circumstances within Organizer's control, the liability of Organizer shall be limited to a refund of deposit fees paid to Organizer by the Exhibitor. In the event the Organizer has no control over the cancellation or relocation of the Event, Organizer shall have no liability of any kind for deposits or fees paid by the Exhibitor.

11. LIABILITY AND INSURANCE.

Organizer, Convention Center, and General Services Contractor shall not be liable for loss or damage of any property of Exhibitor which Exhibitor may suffer during installation, removal, or during the event itself by reason of burglary, fire, accident, or any destructive cause. Insurance, if desired, must be procured by the Exhibitor.

Exhibitor shall, at its own expense, secure and maintain through the period of the Event, inclusive of move-in and move-out days, commercial liability insurance with a combined single limit of at least \$1,000,000.00 for each occurrence for bodily injury and property damage. Such insurance shall name the following as additional insureds: American Pan-Islamic Community Council, Navy Pier Convention Center, and Show Strategy and their respective members, officers, agents, and employees. At least 30 days prior to the move-in date Exhibitor shall provide Organizer with a Certificate of Insurance as evidence of coverage.

12. INDEMNIFICATION.

Exhibitor agrees to indemnify, hold harmless and defend Organizer, Convention Center, Management Company and their respective members, officers, directors, agents, and employees ("Indemnities") from and against all liabilities, damages, actions, losses, claims and expenses, inclusive of attorney's fees, on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any act, omission, negligence, fault, or violation of law or ordinance by the Exhibitor or its employees, agents, contractors, patrons, or invitees.

13. FORCE MAJEURE.

Organizer shall not be liable for any failure to deliver space to an Exhibitor or for the loss of allotted space of an Exhibitor, who has contracted for exhibit space, if non-delivery is due to destruction of or damage to the building or the exhibit area by fire, act of God, acts of public enemy, strikes, the authority of the law, or any other cause beyond Organizer's control (a "Force Majeure Event").

14. RIGHT TO REMOVE THE EXHIBITOR'S PROPERTY.

Organizer reserves the right to remove from the Event premises any or all of the property of the Exhibitor should Organizer's Event be canceled or relocated or should the Exhibitor violate any of the conditions of the Exhibitor's agreement including terms herein. This right may be exercised without prior notice or hearing. Any costs of such removal shall be at Exhibitor's sole expense.

15. MUSIC LICENSE PATENT, COPYRIGHT, OR TRADE SECRET.

The Exhibitor agrees to hold Organizer, its officers, directors, employees and agents, harmless from all loss, cost claims, causes of action, obligations, suits, damages, liability expenses, and costs, including attorney's fees, arising from or out of any violation or infringement (or claimed violation or infringement) by Exhibitor, Exhibitor's agents, or employees of any patent, copyright, or trade secret rights or privileges.

16. TRADEMARK LICENSE; MUSIC & OTHER INTELLECTUAL PROPERTY TERMS.

Organizer hereby grants to Exhibitor a limited, revocable, non-exclusive, nontransferable license without the right to sublicense to use the trademarks set forth below (hereinafter individually and collectively referred to as the "I Heart Halal Festival Exhibitor Marks") in connection with Exhibitor's booth at the Event. Exhibitor may use the I Heart Halal Festival Exhibitor Marks to advertise and promote itself as an exhibitor at the Event from the date of the Organizer's acceptance of this Application through the last day of the Event. For quality control purposes, all uses by Exhibitor of I Heart Halal Festival Exhibitor Marks shall be subject to the prior approval of Organizer, and shall be consistent with any guidelines established by Organizer regarding third-party use of its logo.

Exhibitors are responsible for obtaining all necessary licenses and permits to use music, photographs, or other copyrighted material in Exhibitors' booths or displays. Exhibitors will not be permitted to play, broadcast, or have performed any music or use any other copyrighted materials without having copyrights. If Organizer is informed that Exhibitor does not have copyrights for the music or photographs being displayed, then satisfactory proof that Exhibitor has or does not need a license to use such music or copyrighted materials must be provided. Organizer reserves the right to remove from the exhibit hall all or any part of any booth or display which incorporates music, photographs, or other copyrighted material for which Exhibitor fails to show proof of all required licenses. Exhibitor shall remain liable for, and shall indemnify Organizer, their agents and employees, harmless from all loss, cost, claims, causes of action, suits, damages, liability, expenses and costs, including reasonable attorney's fees arising from or out of any violation or infringement or claims by Exhibitor, Exhibitor's agents,

employees of any patent, copyright, or trade secret rights or privileges.

17. BOOTH ASSIGNMENT.

Organizer reserves the right to assign space subject to such parameters as booth structure or size and to rearrange the floor plan as deemed necessary in Organizer's sole discretion.

18. LAWS APPLICABLE.

Each Exhibitor shall comply with all laws, ordinances and regulations pertaining to health, fire prevention and public safety while participating in this Event. The Organizer and the Convention Center have no responsibility pertaining to Exhibitors' compliance with such laws. All booth decorations, including carpeting, must be flame-proofed and all hangings must clear the floor. Electrical wiring must comply with National Electrical Code Safety Rules and the City of Chicago Electrical Code. If inspection indicates any Exhibitor has neglected to comply with these regulations, or otherwise contains a fire hazard, Organizer reserves the right to cancel all or such part of its exhibit as may be in noncompliance and effect the removal of same at Exhibitor's expense. If unusual equipment or machinery is to be installed, or if appliances that might come under fire codes are to be used, the Exhibitor should communicate with Organizer for information concerning facilities or regulations. Use of anything of a hazardous nature such as open flame must be approved, in writing, by the City of Chicago Fire Department and the Convention Center. Evidence of such approval shall be provided to Organizer at least thirty (30) days prior to the opening of the Event. This contract shall be governed by the laws of the State of Illinois. Exhibitors agree to abide by the rules and regulations of Convention Center as well as to these general rules and regulations.

19. INSURANCE.

Exhibitors are advised to see that their regular insurance company includes extra-territorial coverage and that they have their own theft, public liability, and property damage insurance. The Organizer along with any and all individuals who are employed by or associated with Organizer in connection with the exhibition, will not be responsible for injury, damage, or loss that may occur to an exhibitor or his employees or agents nor to the safety of any exhibit or other property against theft, damage, fire, vandalism, or any other destructive causes, and the Exhibitor expressly waives and releases any claim or damage it may have against any of them by reason of damage to or loss of any property of the exhibitor.

20. USE OF SPACE, SUBLETTING OF SPACE.

No exhibitor shall assign, sublet, or share the space allotted with another business or firm unless approval has been obtained in writing from Organizer. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors, or agents in the exhibitor's display. Parent or subsidiary companies are excluded. Exhibitors must show only goods manufactured or dealt in by them in the regular course of business. Organizer reserves the right to determine eligibility of any product and/or exhibit for inclusion in the Event. No firm or organization not assigned exhibit space will be permitted to solicit business within the Exhibit areas. Exhibitor agrees that its exhibit shall be admitted and shall remain from day to day solely in strict compliance with these Terms and Conditions. Organizer reserves the right to

reject, eject, or prohibit any exhibit in whole or in part, before or during the exhibition. The Organizer and their Agents shall not be liable for any damages or loss if an Exhibitor is ejected for violation of these Terms.

21. CODE OF BUSINESS ETHICS.

Exhibitors are to conduct their business in an orderly manner so as not to create unhealthy practices detrimental to the exhibition as a whole. Exhibitors must be properly attired in conformance with the culture of the event. Shorts and slippers should be avoided in the exhibit hall. CHILDREN UNDER 18 YEARS OLD ARE STRICTLY PROHIBITED from entering the Exhibition Halls during move in and tear down periods. Admission to the exhibit hall will be by official association badge only, which must be worn at all times while in the exhibit hall.

22. OTHER REGULATIONS.

Only professional photographers approved by Organizer will be allowed on the show floor. Individuals are prohibited from taking photographs or electronic images of exhibit displays with the permission of the Exhibitor involved. Violators will be escorted out of the exhibit area and will not be allowed to re-enter.

Any and all matters not specifically covered by the preceding rules and regulations shall be subject solely to the decision of the Organizer. The Organizer shall have full power to interpret, amend, and enforce these rules and regulations, provided exhibitors receive notice of any amendments when made. Each Exhibitor and its employees agree to abide by the foregoing rules and regulations and by any amendment or additions thereto in conformance with the preceding sentence. Exhibitors or their representatives who fail to observe these conditions of contract or who, in the opinion of the organizers, conduct themselves unethically may immediately be dismissed from the exhibit area without refund or other appeal

ADDENDUM TERMS AND CONDITIONS FOR FOOD SERVICE VENDORS

Restaurants with a physical location:

1. By agreeing to participate in event, restaurants agree to have their stations up and running for the duration of the show.
2. Move-in for the show must take place during exhibitor move-in hours on April 11th.
3. No open flames are allowed, including propane and portable food warming fuels. One electrical circuit will be provided for electrical cooktops, heaters, or warmers.
4. Menus should not exceed 4 items and portions should be on the smaller side and should be submitted to Navy Pier Catering no later than April 1st.
5. Navy Pier Catering will provide a POS system which the vendors must use for selling. Navy Pier Catering will subtract 30% from the gross food sales and disperse remaining funds to food vendor.
6. Vendors should provide high-resolution images of their logos or branding for signage. Any other setups or signage would have to be preapproved.

Food trucks:

1. By agreeing to participate in event, food trucks agree to have their stations up and running for the duration of the show.
2. Trucks must be moved in on April 11th and must stay there for the duration of the show. Once they are parked they cannot be moved.
3. Trucks cannot use any propane and the gas tanks must have less than 1/8 tank of fuel. The battery will be unhooked once parked inside the hall and an external electrical line will be supplied to power the trucks.
4. Natural gas lines used for cooking within the trucks can be provided upon request.
5. Menu should not exceed 4 items and portions should be on the smaller side and should be submitted to Navy Pier Catering no later than April 1st.
6. Navy Pier Catering will provide a POS system which the vendors must use for selling. Navy Pier Catering will subtract 30% from the gross food sales and disperse remaining funds to food vendor.

Non-Halal vendors:

1. In addition to the items listed above for Restaurants with a physical location and Food trucks, non-Halal vendors:
 - Must use halal-certified meat from their restaurant supply source and be preapproved by I Heart Halal management
 - Must thoroughly clean all equipment and cooking surfaces and must be free of any contaminants as determined by I Heart Halal management.