

CAI POLICIES

Terms

By exhibiting at the 15th annual Dallas / Ft. Worth CAI Tradeshow & Expo, you are agreeing to abide by the rules & regulations outlined in the vendor packet you receive after payment of your booth space. CAI reserves the right to refuse any exhibitor and/or sponsorship application or to cancel any prepaid exhibitor and/or sponsorship it deems appropriate to avoid conflicts of interest. CAI will refund payments for canceled sponsorships. Sponsorship refunds or cancellations cannot be made after any promotional materials have been created.

Cancellation

All payments will be refunded if notification of cancellation is received in writing by September 7, 2018. No refunds will be made after September 7, 2018.

Suitcasing Policy

CAI has a no-tolerance policy regarding "suitcasing," which describes the practice by nonexhibiting companies or individuals of soliciting sales or sales leads in conference hotel, on the tradeshow floor, in the aisles or lobbies and/or representing their services or soliciting conference participants for conflicting social activities (including after parties) and wearing company logo wear.

Nonexhibiting suppliers participating in the conference as attendees or speakers are prohibited from soliciting business on the tradeshow floor, in or after sessions, or in the conference hotel.

It is considered bad form to conduct business outside of your booth. Talking to clients or prospects in or in front of someone else's booth is also a violation of CAI policy and will not be tolerated. All parts of the exhibit must remain in exhibitor's assigned space. No exhibit will be allowed to infringe upon aisle space.

Prospective exhibitors who want to check out the show will be given a guest badge and escorted through the exhibit hall by a CAI staff member – but will not receive full access to the show. Various sponsorships are available if vendors wish to have full access to the show without hosting a booth.

Violators of these policies will be ejected from the show and charged the non-member, standard single-booth rate (\$850), which must be paid prior to registering as an attendee, exhibitor, or sponsor at any future CAI conference or other event.