Society of Vertebrate Paleontology
SVP 72nd Annual Meeting
October 17-20, 2012
Raleigh Convention Center
Raleigh, NC USA

EXHIBIT/SPONSOR APPLICATION/CONTRACT

Space confirmation and other information should be mailed to:

INSTITUTION/ORGANIZATION

LAST NAME/SURNAME/FAMILY NAME FIRST NAME/GIVEN NAME

MAILING ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE

COUNTRY

WORK TELEPHONE WORK FAX

E-MAIL ADDRESS

INSTITUTION/ORGANIZATION WEB SITE

Products or services to be exhibited: All sales of fossils are prohibited at the SVP Annual Meeting. Casts are acceptable.

Sponsorship Opportunity

☐ **GOLD** **CONTRIBUTION OF $1500 OR MORE**

☐ **SILVER** **CONTRIBUTION OF $1000 TO $1499**

☐ **BRONZE** **CONTRIBUTION OF $500 TO $999**

The undersigned hereby authorizes the Society of Vertebrate Paleontology (SVP) to reserve exhibit space for use by the above company or organization. The undersigned acknowledges that space assignments shall be acceptable unless the SVP is notified in writing within fifteen (15) days of the date of assignment notification. The undersigned specifies that the products or services listed on this contract are those to be exhibited. *The exhibitor agrees that the activities of the exhibiting individual and/or organization are in compliance with the SVP Bylaw on Ethics and Guidelines reproduced on page 2 of this document. The exhibitor acknowledges SVP's policy to reject the individual or organization exhibitor whose activities do not comply with the Code of Ethics in SVP's Bylaws.*
By my signature below, I certify that:1) I have read the SVP Ethics Statement and Guidelines below. 2) I am familiar with its contents and understand my responsibilities described in the ethics statements and guidelines below.

SIGNATURE DATE

NAME (PRINT OR TYPE)

Exhibit Space

Payment of the Full Exhibitor Fee includes a pipe and draped 8' x 8' area with a 6'X30" table (draped and skirted), 2 chairs, and 2 badges (1 Full Exhibitor Registration and 1 Complimentary Exhibits Only Registration).

SVP MEMBER: $400 PER TABLE
SVP NONMEMBER: $500 PER TABLE
ADDITIONAL TABLES: $275 PER TABLE

NUMBER OF EXHIBIT(S) ORDERED _____
PRICE PER EXHIBIT **$**_____
TOTAL EXHIBIT PAYMENT ENCLOSED **$**_____

Do not assign exhibit next to following companies:

Payment

CHECK NUMBER _____
(PAYABLE TO THE SOCIETY OF VERTEBRATE PALEONTOLOGY IN U.S. FUNDS). SVP'S TAX ID IS 06-0906643

CREDIT CARD: ☐ VISA/MASTERCARD

☐ AMERICAN EXPRESS ☐ DISCOVER

ACCT NUMBER **EXP DATE (MM/YR)**

AUTHORIZED SIGNATURE

NAME ON CREDIT CARD

ADDRESS (IF DIFFERENT THAN ABOVE)

CANCELLATION/REDUCTION OF SPACE: SVP must be notified in writing of desired cancellation or reduction of space. Cancellations and reductions of booth space on or prior to Tuesday, August 14, 2012 require a $100 cancellation fee. Cancellations received after Tuesday, August 14, 2012 will not be refunded.

Send a copy of this contract with payment to:

SVP – Attention Christine Meehan
111 Deer Lake Rd, Ste 100, Deerfield, IL 60615 USA
Tel: +1-847-480-9080
Fax: +1-847-480-9282
cmeehan@sherwood-group.com

SVP Exhibit Rules & Regulations

1. ACCEPTABILITY OF EXHIBITS: All exhibits shall serve the interests of the members of SVP and shall be operated in a way that will not detract from other exhibits or from the Exhibition. Exhibit Management determines acceptability of persons, things, conduct, and/or printed matter and reserves the right to require the immediate withdrawal of any exhibit which is believed to be injurious to the purpose of the Association. In the event of such restriction or eviction, SVP is not liable for any refund of exhibit fees, or any other exhibit-related expense.

2. APPLICATION FOR SPACE: Application for space shall be made in writing on the official contract.

3. ASSIGNMENT OF SPACE: Exhibit space is assigned on a first-come, first-served basis. SVP will attempt to honor all requests for exhibit space. Notwithstanding the above, SVP reserves the right to change location assignments at any time, as it may in its sole discrimination deem necessary.

4. PAYMENT Full payment is due by upon submission of the contract. If full payment or balance is not paid upon contract submission, exhibit space is not guaranteed. Booth set-up will not be allowed for exhibitors with any balance due. Payment shall be in U.S. funds drawn on a U.S. bank.

5. CANCELLATION/REDUCTION OF SPACE: SVP must be notified in writing of desired cancellation or reduction of space. Cancellations and reductions of booth space on or prior to **Tuesday, August 14, 2012** will incur a $100 cancellation fee. Cancellations received after **Tuesday, August 14, 2012** will not be refunded.

6. 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 Exhibit Management. If the exhibit is on hand, Exhibit Management reserves the right to assign labor to set up any display that is not in the process of being erected by the given deadline. The exhibitor will be billed for all charges incurred.

7. EXHIBIT FEE: $400 U.S. for members and $500 U.S. for nonmembers, additional tables are $275 per table per 8' x 8' area includes:

- 6'x30 table. Each table is draped & skirted
- 2 badges (1 full exhibitor registration and 1 exhibits only registration).
- 2 chairs
- Company identification sign

8. CANCELLATION OF CONFERENCE AND EXHIBITION: If SVP should be prevented from holding the Exhibition by reason of any cause beyond its control (such as, but not limited to, damage to buildings, riots, labor disputes, acts of government or acts of God) or if it cannot permit the exhibitor to occupy the space due to causes beyond its control, then SVP has the right to cancel the Exhibition with no further liability to the exhibitor other than a refund of space rental less a proportionate share of Exhibition expenses.

9. RESTRICTIONS ON USE OF SPACE:
No exhibitor shall sublet, assign, or share any part of the space allocated without the written consent of SVP. Solicitations or demonstrations by exhibitors must be confined within the bounds of their assigned space. Aisle space shall not be used for exhibit purposes, display signs, solicitation or distribution of promotional material. Exhibits, signs and displays are also prohibited in any of the public areas or elsewhere on the premises of the meeting facilities or in the guest rooms or hallways of the hotel. Operation of sound devices is allowed if the exhibitor complies with Exhibit Management discretion on volume. Any firm or organization not assigned exhibit space will be prohibited from soliciting business at the Exhibition or elsewhere in the contracted meeting space.

10. CARE OF EXHIBITS: Nothing shall be posted on, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the building or furniture. Distribution of promotional gummed stickers or labels is strictly prohibited. Any property destroyed or damaged by an exhibitor must be replaced or restored to its original condition by the exhibitor or at the exhibitor's expense.

11. FIRE REGULATIONS: Local fire department regulations relating to exhibits and supplies of each exhibitor will be strictly enforced and are part of the exhibit contract.

12. INSURANCE: Exhibitor assumes responsibility and agrees to indemnify and defend Society of Vertebrate Paleontology, The Sherwood Group, Inc. and the Raleigh Convention Center and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The Exhibitor understands that Society of Vertebrate Paleontology, The Sherwood Group, Inc. nor the Raleigh Convention Center maintains insurance covering the Exhibitor's property, and it is the sole responsibility of the Exhibitor to obtain such insurance and provide proof of insurance to Society of Vertebrate, Paleontology, The Sherwood Group, Inc. and the Raleigh Convention Center.

13. SECURITY: It is the responsibility of each exhibitor to protect display material from loss or damage. Please be certain that all small display and personal items are secure before leaving the display — even temporarily.

14. COMPLIANCE: The Exhibitor agrees to abide by and comply with the Rules and Regulations including any amendments that Exhibit Management may make from time to time. Exhibitor further assumes all responsibility for compliance with all pertinent laws, ordinances, regulations and codes of duly authorized local, state and federal governing bodies concerning fire, safety, and health as well as the rules and regulations of the operators of and/or owners of the property where the Exhibition is held.

15. RESPONSIBILITY: The Exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damages to displays, equipment and other property brought upon the exhibit premises, and shall indemnify, defend and hold harmless the Society for Vertebrate Paleontology, The Sherwood Group, Inc. and the Raleigh Convention Center, its owners, affiliated companies, agents, servants and employees from any and all such losses, damages and claims.

16. COPYRIGHTED MUSIC: The Exhibitor assumes the entire responsibility for obtaining any necessary license agreements for the use of any copyrighted music in Exhibitor's booth space during the show.

The Society of Vertebrate Paleontology Bylaw on Ethics

"Article 12. Code of Ethics.

Several goals for the Society of Vertebrate Paleontology follow from its mission statement (Constitution Article 1): to discover, conserve, and protect vertebrate fossils and to foster the scientific, educational, and personal appreciation and understanding of them by amateur, student and professional paleontologists, as well as the general public. Fossil vertebrates are usually unique or rare, nonrenewable scientific and educational resources that, along with their accompanying contextual data, constitute part of our natural heritage. They provide data by which the history of vertebrate life on earth may be reconstructed and are one of the primary means of studying evolutionary patterns and processes as well as environmental change.

- It is the responsibility of vertebrate paleontologists to strive to ensure that vertebrate fossils are collected in a professional manner, which includes the detailed recording of pertinent contextual data (e.g. geographic, stratigraphic, sedimentologic, taphonomic).
- It is the responsibility of vertebrate paleontologists to assist government agencies in the development of management policies and regulations pertinent to the collection of vertebrate fossils, and to comply with those policies and regulations during and after collection. Necessary permits on all lands administered by federal, state, and local governments, whether domestic or foreign, must be obtained from the appropriate agency(ies) before fossil vertebrates are collected. Collecting fossils on private lands must only be done with the landowner's consent.
- Fossil vertebrate specimens should be prepared by, or under the supervision of, trained personnel.
- Scientifically significant fossil vertebrate specimens, along with ancillary data, should be curated and accessioned in the collections of repositories charged in perpetuity with conserving fossil vertebrates for scientific study and education (e.g. accredited museums, universities, colleges, and other educational institutions).
- Information about vertebrate fossils and their accompanying data should be disseminated expeditiously to both scientific community and interested general public.
- **All sales of fossils are prohibited at the SVP Annual Meeting. Casts are acceptable.**