EXHIBIT MANAGEMENT The words “Exhibit Management” and “Management” as used herein refer to Materials Research Society (MRS), its officers, directors, employees, members or agents.

LOCATION, DATES & HOURS The exhibit location, dates and hours will be as indicated in the Exhibitor Prospectus. Exhibit Management reserves the right to make changes in the exhibit dates and/or hours; however, such changes will be made known as far in advance as possible.

SPACE ASSIGNMENT Booth space will be assigned at the discretion of Exhibit Management based on company seniority and/or booth configuration. Whenever possible, booth assignments will be made in keeping with the location preferences requested by exhibitor. If one or more of exhibitor’s preferred booths is not available, assignment of the most comparable booth still available will be made. Exhibit Management reserves the right to alter exhibitor’s assigned location at any time if deemed in the best interests of the Exhibit. Exhibit Management will consult with exhibitor before exercising its discretion.

SUBLETTING OF SPACE No exhibitor shall assign, sublet or apportion the whole or any part of the space allotted without the knowledge and written consent of Management.

ARRANGEMENT OF EXHIBITS Exhibitors agree to arrange their exhibits so as not to obstruct sight lines of neighboring exhibitors. A maximum back wall height on linear booths is restricted to 8 feet in the rear half of the booth space, with a 4-foot height restriction imposed on all materials in the remaining space forward to the aisle. No partitions other than the side rails provided by Management are allowed unless specifically approved in advance. The entire cubic content of an island booth may be used up to the maximum height of 16 feet, including signage.

DISPLAYS AND DECORATION Management shall have full discretion and authority in the placement, arrangement and appearance of all items displayed by exhibitor. Aisle space may not be used for exhibit purposes, displays or signs. Exhibit space includes 8-foot high back drape and 3-foot high side drape. This drape is not intended as a display fixture, therefore, product and signs should not be attached or affixed. Exhibitors are required to and responsible for carpeting their entire booth space. Booths not fully carpeted by two hours prior to show opening will be carpeted at the exhibitor’s expense.

INSTALLATION AND DISMANTLING Displays must be completely assembled at least 30 minutes prior to the opening of the exhibit. In order to conform to union contract rules and regulations, it will be necessary that all exhibitors use qualified union personnel for the installation and dismantling of exhibits and for material handling within the show. The handling, placing or setting out of merchandise that is to be displayed does not require union labor. Management, as directed, or at the direction of exhibitor, reserves the right to install (including crating or uncrating), or exceed ten feet in any direction shall be installed by union personnel.

The official contractor is responsible for maintaining in and out traffic schedules at the show site. Even local exhibitors should clear all movements of exhibit materials through the official contractor, as they will have prior to the unloading at all times. Exhibitors may move only materials that can be hand-carried by one person in one trip. Hand-carried is defined as small cartons, packages or portable laptop computers that usually weigh less than 30 lbs. No one, other than the official contractor’s employee, is allowed to use dollies, hand trucks or other mechanical equipment. This includes, but is limited to, I&D and facility employees. Unions claim jurisdiction under all other circumstances.

Exhibitor shall comply with all applicable laws, codes, and rules and regulations of the federal, state and city governments and the facility, as well as all rules of the exhibit set forth herein. The exhibitor shall use the leased area in a safe and careful manner, and shall not do, or permit others to do, anything in the leased area or facility which would cause a difference in conditions from those previously approved by Exhibit Management’s insurance carriers or the facility, which would in any way increase insurance premiums payable by Exhibit Management or the facility.

MAINTENANCE OF EXHIBITS All exhibits must be adequately staffed during exhibition hours. Exhibit booths may not be dismantled nor may any packing be done prior to 1:30 pm, the final closing hours of the exhibit.

ADMISSION Management shall have sole control over admission policies at all times. Children under the age of 12 are not permitted on the exhibit floor unless accompanied by an adult. Only exhibit personnel wearing exhibitor badges will be admitted to the exhibit hall during move-in, teardown and non-exhibit hours. Exhibitor badges include admission to the exhibit hall only.

REJECTION AND PENALTIES Management reserves the right to restrict, reject, prohibit or eject any exhibit, in whole or in part, which because of noise, safety hazards or for other prudent reasons becomes objectionable. If an exhibit or exhibitor is ejected for violation of these rules and regulations, no return of rental shall be made.

ADVERTISING MATTER Management may prohibit distribution of souvenirs, advertising matter or anything else it considers objectionable. Distribution elsewhere than from within an exhibit booth is specifically prohibited.

MRS CODE OF CONDUCT & COMPLIANCE REMINDER All MRS Meeting and Exhibit participants are expected to adhere to the MRS Code of Conduct and Compliance Reminder, which can be found at www.mrs.org/code-of-conduct and www.mrs.org/compliance-reminder, respectively.

MRS RECORDING/PHOTO POLICY MRS reserves the rights to any approved audio and video production of presentations at all MRS events. No individual or entity may electronically record or broadcast any portion of the MRS Meeting without prior written consent of MRS. Unauthorized recording (audio, video, still photography, etc.) of presentations during sessions, posters, workshops, tutorials, etc., without the express written consent of MRS and individual authors, is strictly prohibited. Press representatives must receive a Press Pass and photo/recording permission from MRS.

Attendees or exhibitors are encouraged to network and enjoy the meeting experience. As such, capturing memories of casual meeting activities and networking is permitted by the express permission of those being photographed. Photographing formal meeting presentations, posters, or displays is forbidden without permission of MRS and the presenter.

USE OF COPYRIGHTED MUSIC Exhibitor warrants that no music played or performed in connection with the exhibit will expose MRS or its officers, directors, employees, or agents to any copyright claims, including, but not limited to, demands from statutory licensing organizations. Exhibitor will indemnify, defend and hold MRS harmless from any such claims, as well as MRS officers, directors, employees, members and agents.

SAFETY PRECAUTIONS Exhibitors must use extreme caution when operating equipment which could cause eye damage, emit excessive radiation or in any way harm visitors in the exhibit area. Exhibitors must advise Management, in writing, at least 60 days in advance of move in, as to all equipment they desire to use in their exhibits, and must obtain Management’s written approval for all such equipment prior to move in. Approval from the necessary regulatory authorities must be received by Management at least one week prior to the start of the exhibit.

RESTRICTIONS The exhibit is scientific and educational; sales during the show are prohibited, including the taking of orders.

CANCELLATIONS On cancellations received on or before September 1, 2020, all sums, less a service charge of 20% of the total booth cost, will be returned to the exhibitor. On cancellations received after September 1, 2020, no refunds will be made.

RULE CHANGES Exhibit Management reserves the right to modify or supplement these rules as it deems appropriate to the operation of the exhibit, and exhibitor agrees to be bound by them. Violations of these terms or regulations shall be cause for expulsion. Management, as directed, or at the direction of exhibitor, reserves the right to install (including crating or uncrating), or exceed ten feet in any direction shall be installed by union personnel.

BOOTH ACCESSIBILITY Under Title III of the Americans with Disabilities Act, each exhibitor is responsible for making his exhibit accessible to the disabled, and shall indemnify, defend and hold harmless Exhibit Management and the facility against any claims, suit or cause of action, by any person, including exhibitor, its employees or agents, arising out of or in any way related to the exhibit, the equipment used by exhibitor, the conduct of exhibit personnel, or the conduct of exhibit guests. Second story booths are among those Exhibitors who must comply with this federal law.

COMPETING EVENTS Rooms are available for receptions, product demonstrations, meetings, etc. and must be reserved through Exhibit Management. Scheduling of private functions, cocktail parties or other events during exhibit hours or during MRS special functions is strictly prohibited.

SUPPLIERS Exhibitor acknowledges that Exhibit Management does not own, operate or in any other manner exercise any control or influence over third party suppliers to the exhibit, and that Exhibit Management acts solely as exhibitor’s agent in arranging with such suppliers for the provision of goods and services for the exhibit. As such, Exhibit Management does not assume any responsibility for and cannot be held liable for any personal injury, property damage or other loss, accident delay, inconvenience, or irregularity which may be occasioned by any wrongful or negligent acts or omissions on the part of any of the suppliers, their employees, or any other party not under the control of Exhibit Management.

INSURANCE Exhibitor agrees to maintain general liability insurance in an amount not less than One Million Dollars ($1,000,000) to cover its potential liabilities under this Agreement, and shall name as additional insureds under exhibitor’s liability policy for the period of the exhibit including move-in and move-out periods: Exhibit Management; Freeman; the Hynes Convention Center; and all directors, members, officers, agents, employees, affiliates and subsidiaries of each of the above.

SECURITY AND LIABILITY Exhibit Management will provide general security service on a 24-hour basis to the exhibition area from the beginning of move-in hours through the conclusion of the exhibition. It is suggested that each exhibitor insure his own property against loss and theft. Neither Exhibit Management, the Hynes Convention Center nor Freeman will assume responsibility for the safety of the property of the exhibitor, his officials, agents or employees, from theft, damage by fire, accidents or other causes but will use reasonable care to protect them against such loss. The exhibitor agrees to make no claim against Exhibit Management, the Hynes Convention Center or Freeman, and will protect, indemnify, defend, and save the above-named, harmless from any and all losses, costs, damages, liability, or expenses (including attorney’s fees) arising from or by reason of any accident, bodily injury, property damage, theft or loss, or other claims or occurrences to any person, including exhibitor, his employees and agents, or guests or invitees, arising out of or related to exhibitor’s occupancy or use of the exhibition premises in the exhibit or in and adjacent to the Hynes Convention Center, including storage and parking areas.

Exhibit Management will not be liable for the fulfillment of this contract as to the delivery of space if non-delivery is due to the following causes: by reason of the building being made unavailable or unusable or being destroyed by fire, act of God, public enemy, strikes, by the authority of law or an act of God or any other cause beyond its control. In the event of its not being able to hold the exhibit for any of the above named reasons, Management will refund to each exhibitor the amount paid for the space, less a proportionate share of all the expenses incurred by Exhibit Management for the exhibit.