

Exhibitor Rules & Policies

Use of Space, Subletting or Sharing: No exhibitor may assign, sublet, or share the space allotted with another business, firm or individual.

Exhibitors' Authorized Representative(s) : PRIOR to **September 15, 2014**, exhibitors must submit their representative(s) names. A \$25 administrative fee will be charged to make changes received after September 16, 2015. The exhibitor representative(s) are responsible for all booth activities.

Exhibitors' Visitors/Guests : Exhibitors will be permitted complimentary visitor/guest passes for Tuesday, October 14, 2015 only. All visitors/guests **must** be pre-registered (no walk-ins will be permitted) via e-mail from the primary contact on the Exhibitor Registration Form to kyanaitis@comcast.net by **October 5, 2015**. Visitors/guests will receive a name tag permitting access to the Exhibit Hall **only**. Visitors/guests are not permitted to work as an Exhibitor Authorized Representative, Additional Exhibitor Representative and/or a representative of their own product/service while in the Exhibit Hall. Visitors/guests are not eligible to receive admittance into educational sessions, CETs, gifts, door prizes or lunch.

Set-up: Exhibitors may begin to set-up on Monday, October 12, 2015 from 5:00~8:00 p.m. and/or Tuesday, October 13, 2015 from 7:00~10:30 a.m. All exhibitors must have their exhibit space set up by 10:30 a.m. on October 13, 2015.

Equipment Must Fit In Space : Exhibitors should bring no more equipment than what will fit in their assigned ten foot (10') space. Any exhibitor who brings more equipment than will fit in their space will be required to purchase a double booth for \$750.00.

Care of Building and Equipment : Exhibitors or their agents/representatives shall not injure or deface any part of the exhibit building, the booths, or booth contents or show equipment and décor including, but not limited to, signs or other articles posted, nailed, taped, stapled, or otherwise affixed to any pillars, doors, walls, or other parts of the building. Back and sidewall drapery and framework is designed for the support of drapery only. The suspension of display materials from the framework or drapery is prohibited.

Operation of Displays : DOWRA staff reserves the right to restrict the operation of, or evict completely, any exhibit which, in its sole opinion, detracts from the general character of the exhibition as a whole. All demonstrations or other promotional activities must be confined to the limits of the exhibit space. Sufficient space must be provided within the exhibit space for the comfort and safety of persons watching demonstrations and other promotional activities. Each exhibitor is responsible for keeping the aisles un-congested and safe. Displays may not obstruct the view of adjacent booths. Exhibitors may not distribute alcoholic beverages. Exhibits which include the operation of musical instruments, radios, sound projection equipment, public address systems or any noise making machines must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent exhibitors and their patrons.

Liability and Insurance : All property of the exhibitor remains under his/her custody and control in transit to and from the Conference areas and while it is in the confines of the Conference areas. Neither DOWRA staff, its service contractors, the management of the Conference facility, nor any of the officers, staff members, or directors of any of the same are responsible for the safety of the property or exhibitors from theft, damage by fire, accident, vandalism or other causes, and the exhibitor expressly waives and releases any claim or demand he may have against any of them by reason or any damage to or loss of any property of the exhibitor. DOWRA is not responsible for exhibitor booth or property.

Americans with Disabilities Act : Exhibitors acknowledge their responsibilities under the Americans with Disabilities Act to make their booths accessible to handicapped persons. Exhibitors shall also indemnify and hold harmless DOWRA staff, service contractors, and the management of the Conference facility against cost, expense, liability or damage which may be incident to arise out of or be caused by the exhibitor's failure to comply.

Smoke Policy : Smoking is prohibited in all areas of the DOWRA Conference except outside.

Tear Down : No early tear down of exhibits is permitted. Tear down is on Wednesday, October 14, 2015 from 2:30 ~ 5:00 p.m. All exhibitors must have their exhibit equipment and displays removed from the exhibit areas no later than 5:00 p.m. on October 14, 2015.

Refund Policy: Should an exhibitor find it necessary to cancel their reservation for booth space, DOWRA will refund the registration fee minus a \$100 administration fee through September 15, 2015. No refunds will be made after September 16, 2015.

CONFERENCE DIRECTIONS:

Delaware State Fair, Inc.
P.O. Box 28
18500 S. DuPont Highway
Harrington, DE 19952
Phone: (302) 398-3269
Fax: (302) 398-5030
Email: info@thestatefair.net

Directions:

From Baltimore/Washington D.C. Area:

Take US 50 & 301 across the Bay Bridge. Follow US 50 East to Maryland 404 East. At Denton, take Maryland 313 North. Turn right onto Maryland 317 which becomes Delaware 14 East. Take 14 East to Harrington. In Harrington, turn right onto US 13 South. Entrance is 1 mile on right. It is approximately 40 minutes from the Bay Bridge.

From the Norfolk Area:

Cross the Bay Bridge-Tunnel and follow US 13 North all the way to Harrington (approximately 2 ½ hours from the Bridge-Tunnel).

From Cape-May Lewes Ferry:

Take Rte. 9 West to Rte. 1 (2 ½ miles). Take Coastal Highway DE Rte. 1 North (18 ½ miles). Take Rte. 14 West (10 miles). Take Rte. 13 South (1 mile). Harrington Raceway and Casino Entrance is on the right.

From Points North:

Take the New Jersey Turnpike south to the Delaware Memorial Bridge or I-95 South past Wilmington. Follow I-95 South to DE Route 1 South in Christiana. Follow DE Route 1 South past the toll booth south of Dover and take the first exit to US Rte. 13 South. Then following U.S. Rte. 13 South another 20 miles to the Delaware State Fairgrounds, 1 mile south of Harrington, on your right. Harrington is about hour from the Delaware Memorial Bridge.

Shipping information

Contact John Short (443) 786-0594

Ship To -

The Delaware State Fair, Inc.
18500 S. DuPont Highway
Harrington, DE 19952
ATTN: "DOWRA 2015 Conference"

HOTEL/MOTEL INFORMATION:

*- MENTION DOWRA TO RECEIVE DISCOUNTED RATE

*HOLIDAY INN EXPRESS
17271 S. DUPONT HIGHWAY
HARRINGTON, DE 19952
(888) 465-4329

*BAYMONT INN & SUITES HARRINGTON
1259 CORN CRIB ROAD
HARRINGTON, DE 19952-2266
(302) 398-3900

SUPER 8
17010 SOUTH DUPONT HIGHWAY
HARRINGTON, DE 19952
(302) 398-4206

HAMPTON INN MILFORD
100 LIGHTHOUSE ESTATES DRIVE
MILFORD, DE 19963
(302) 422-4320

**DON'T FORGET ABOUT THE THREE HOUR "HAPPY HOUR" AND BACKHOE RODEO
OCTOBER 13, 2015. LIVE ENTERTAINMENT, DRINKS AND LIGHT FARE!**