



# 17th AOCs Latin American Congress and Exhibition on Fats, Oils, and Lipids

September 11–14, 2017

Grand Fiesta Americana Coral Beach Hotel | Cancun, Mexico | [LACongress.aocs.org](http://LACongress.aocs.org)

Another quality meeting by **AOCs\***

In cooperation with **LA-AOCs**  
Latin American Section of AOCs



## Application Contract for Exhibit Space

We, the undersigned, hereby apply for exhibit space at the 17th Latin American Congress and Exhibition on Fat, Oils, and Lipids. We agree to abide by all regulations outlined on the reverse side of this application and in the Exhibit Prospectus, which we accept as part of the contract. We agree to all conditions under which the exhibit space at the Grand Fiesta Americana Coral Beach Hotel is leased to AOCs. This application becomes a contract when it is completed, signed, and returned to AOCs, payment is received, and when an official notice of confirmation is received from AOCs.

Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_

Country \_\_\_\_\_

Web Link \_\_\_\_\_

## Contact person to whom subsequent exhibit material should be emailed:

Name \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

## Stand Assignment

We understand that space assignments will be made by AOCs on a first-come, first-served basis. We agree to accept space according to the judgement of AOCs, based on the information we are providing below.

**Early Rate:** US \$2,500 per stand by March 31, 2017 | **Standard Rate:** US \$3,500 per stand

Number of stands required: \_\_\_\_\_

We understand the cost for such space will be \$ \_\_\_\_\_

Location Preferences    1st \_\_\_\_\_    2nd \_\_\_\_\_    3rd \_\_\_\_\_

Any area between \_\_\_\_\_ and \_\_\_\_\_

Prefer not to be placed near (insert company names here): \_\_\_\_\_



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## Terms of Payment

An invoice for the entire rental fee will be emailed to the contact person. Full payment is required. Forms of payment will be outlined on the invoice. The application will become a binding contract once the deposit is received.

**Cancellation Fee Policy:** For a cancellation prior to April 1, 2017, a fee of US \$500 per stand cancelled will be incurred by the exhibitor. If cancelled between April 1 and June 30, 2017, a fee of \$1,000 per stand cancelled will be incurred by the exhibitor. If cancelled after June 30, 2017, the exhibitor will forfeit full rental fee, unless the exhibit space can be resold. If the cancelled space is resold, the exhibitor will incur a fee of \$1,000 per stand cancelled. All cancellations must be made in writing to Connie Hilson, AOCs Exhibits Manager, [ConnieH@aocs.org](mailto:ConnieH@aocs.org).

As the authorized representative of the company named above, I understand and accept the terms outlined in this application contract and in the Exhibit Prospectus for the 17th AOCs Latin American Congress and Exhibition on Fats and Oils.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

## Advertise

### Advertise in the Official Congress Program

You can book your advertisement in the Official Congress Program with your exhibit application contract and save! Advertising will be billed separately from the exhibit rental fees with a payment term of net 30 days.

Ad Size	4-Color Rates	Orientation
Full Page	<input type="checkbox"/> US \$1,270	
Half Page	<input type="checkbox"/> US \$1,120	<input type="checkbox"/> Horizontal <input type="checkbox"/> Vertical

For questions on advertising opportunities or specifications, contact Christina Morley at [christina.morley@aocs.org](mailto:christina.morley@aocs.org) or +1 217-693-4901.

**Advertising Contact Person** (Please print or type.)

Name \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

**Return the completed, signed contract via email to Christina Morley at [christina.morley@aocs.org](mailto:christina.morley@aocs.org) or fax to +1 217-693-4864.**

## Who to Contact

### Advertising, Exhibit, and Sponsorship Sales

Christina Morley | Phone: +1 217-693-4901 | Fax: +1 217-693-4864 | [christina.morley@aocs.org](mailto:christina.morley@aocs.org)

### Exhibitor Relations and Sponsorship Fulfillment

Connie Hilson | Phone: +1 217-693-4831 | Fax: +1 217-693-4875 | [connieh@aocs.org](mailto:connieh@aocs.org)



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## Rules and Regulations

### Payment, Allotment, Cancellation, Indemnification

An invoice for the entire rental fee will be emailed to the contact person. Full payment is required. Forms of payment will be outlined on the invoice. The application will become a binding contract once the deposit is received.

Space will be assigned on a first-come, first-served basis. Preferences and priorities requested by the exhibitor as to location will be respected whenever possible. AOCs, however, reserves the right to make reasonable shifts as to the location of the exhibitor's stand space(s) for the benefit of the exhibitor and the betterment of the entire show.

No contract shall be in force until accepted by AOCs. It is explicitly agreed by the exhibitor that in the event he or she fails to install product in the assigned exhibit space with the time limit set for open exhibits, fails to pay the space rental fee at the time specified, or fails to comply with any other provisions concerning use of exhibit space, AOCs shall have the right 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 proper. In the event that it is found impossible to lease said space, AOCs reserves the right to utilize said space in any manner deemed expedient, in which case liquidated damages from the defaulting exhibitor shall be deemed to be the rental price of the space.

In case the exhibition is not held, for any reason whatsoever, then and thereupon the rental and lease of space to the exhibitor shall be terminated. In such case, the limit or claim for damage and/or compensation by the exhibitor shall be the return to exhibitor of the pro rata amount already paid for space in the hall for this specific event.

**Cancellation Fee Policy:** If an exhibitor must cancel exhibit space prior to April 1, 2017, a fee of US \$500 per stand cancelled will be incurred by the exhibitor. If cancelled between April 1 and June 30, 2017, a fee of \$1,000 per stand cancelled will be incurred by the exhibitor. If cancelled after June 30, 2017, the exhibitor will forfeit full rental fee, unless the exhibit space can be resold. If the cancelled space is resold, the exhibitor will incur a fee of \$1,000 per stand cancelled. All cancellations must be made in writing to Connie Hilson, AOCs Exhibits Manager.

### Liability and Security

All property of the exhibitor remains under his custody and control in transit to and from the exhibit hall and while it is in the confines of the exhibit hall. Neither AOCs, its service contractors, the Grand Fiesta Americana Coral Beach Hotel, nor any of the officers, staff members, or directors of any of the same are responsible for the safety of the property of 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 of any damage to or loss of any property of the exhibitor. A requirement of exhibiting at the 17th Latin American Congress is that all exhibitors must carry liability insurance throughout the Exhibition, with a limit of not less than \$1,000,000 USD per occurrence. If a liability claim occurs against Exhibitor and AOCs, Exhibitor will be responsible for Exhibitor's legal defense, and potentially for paying a claim brought against Exhibitor. Exhibitors must verify and present proper insurance coverage when requested to do so. Certificates indicating adequate insurance coverage are to be provided to AOCs by July 31, 2017. To ensure that the Certificate of Liability Insurance has the correct information required, under the "Under the Certificate Holder," it needs to include: American Oil Chemists' Society, P.O. Box 17190, Urbana, IL 61803-7190, USA.

### Use of Space

(a) All demonstrations or other sales activities must be confined to the limits of the exhibit stand. No exhibitor shall assign, sublet, or share the space allotted without the knowledge and consent of AOCs. Exhibitors must show goods manufactured or dealt in by them in the regular course of business. Direct sale of goods and services on the show floor of the exhibition hall is not permitted. Any merchandising, advertising, or promotional

scheme that involves attracting visitors to an exhibitor's location by an inducement that might be construed to be a lottery is strictly prohibited. Under laws governing games of chance, lotteries and the like, every individual is charged with knowledge of national, state, and local legal restrictions on such operations.

(b) Distribution of circulars or promotional materials may be done only within the stand assigned to the exhibitor presenting such materials. Firms or organizations not assigned space in the exhibit hall will not be permitted to solicit business within the exhibit hall. No advertising circulars, catalogs, folders, or devices shall be distributed in the aisles, meeting rooms, or registration area.

(c) Exhibits that include the operation of musical instruments, radios, talking motion picture equipment, public address systems, or any noise-making machines must be operated or arranged so that noise resulting from the demonstrations will not annoy or disturb adjacent exhibitors or their patrons. Operators of noise-making exhibits must secure approval of operating methods before the exhibit opens.

(d) Each exhibitor is responsible for obtaining all necessary licenses and permits to use music, photographs, or other copyrighted materials in exhibitor's stand or display. No exhibitor will be permitted to play, broadcast, or have performed any music or use any other copyrighted materials, such as photographs or other artistic works, without first presenting proof satisfactory that the exhibitor has, or does not need, a license to use such music or copyrighted materials. AOCs reserves the right to remove from the exhibit hall all or any part of any stand or display that incorporates music, photographs, or other copyrighted material for which the exhibitor fails to produce proof that the exhibitor holds all required licenses. The exhibitor shall remain liable for and shall indemnify and hold AOCs, their agents, employees, and members, 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 claimed violation or infringement) by exhibitor, exhibitor's agents or employees of any patent, copyright, or trade secret rights or privileges.

### Restrictions in Construction and Operation of Exhibits

The stands are limited to 3m x 3m or multiples thereof. Any variation or unusual design must be approved by the Exhibits Manager, in writing, 90 days in advance of the exhibit. To be advised of floor load capacity, move-in and move-out restrictions and other considerations, companies planning to display heavy equipment or machinery must contact the Exhibits Manager with display material weight and dimensions at least 90 days prior to the exhibition.

No combustible decorations, such as crepe paper, tissue paper, cardboard, or corrugated paper, shall be used at any time. All packing containers, excelsior, or wrapping paper must be flameproof, removed from the floor, and not stored under tables or behind displays. All flammable materials and fluids are to be kept in safety containers.

Open flames, butane gas, oxygen tanks, etc. are not permitted without the permission of AOCs and the Grand Fiesta Americana Coral Beach Hotel. AOCs reserves the right to restrict exhibits which, because of noise, methods of operation, materials, or any other reason, become objectionable and also to prohibit or to evict any exhibit which, in the opinion of the Society, may detract from the character of the exhibition as a whole. This reservation includes persons, things, conducts, printed matter, or anything else of a character which management determines is objectionable to the exhibition.

Nothing shall be posted on, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Anything in connection therewith necessary or proper for the protection of the building, equipment, or furniture will be at the expense of the exhibitor.