

Summit Conference 2024

Sponsor Terms + Conditions

I. GENERAL CONFERENCE SPONSORSHIP INFO

A. CONFERENCE SPONSORSHIP

Includes the following:

- Recognition as a partner on emails, website, and other digital communications.
- Recognition as partner in conference signage, opening keynote, and in other printed materials.
- 2 registrations for company representatives.
- One (1) 6-foot display table
- Attendee list (email, name, district, title) two weeks before the conference.
- Wi-Fi

B. Summit HOURS are as follows:

- Tuesday, June 11, 2024- 9:30AM-4:00PM
- Wednesday, June 12, 2024- 7:30AM-3:30PM

II. SETUP/BREAKDOWN

A. SETUP Sponsor setup is on **Tuesday, June 11, 2024** from 8:30AM-9:30AM.

B. BREAKDOWN Sponsor breakdown is on **Wednesday, June 12, 2024** from 3:30PM-4:30PM.

C. MATERIALS All materials and supplies must be removed from the CIF Building by 4:30PM on Wednesday, June 12.

III. REGISTRATION/BADGES

A. REGISTRATION Sponsors receive up to (2) complementary badges per table contracted. All booth staff registered must be employees or contractors of the company contracting the booth space and must wear a conference badge.

B. SPONSOR BADGES will be available onsite at the Registration desk. Check-in is on Tuesday, June 11 from 8:30AM-9:30AM. The deadline for completing the badge form is May 24, 2024.

Additional Badges – to request additional badges beyond the complementary badges provided with booth purchase, please contact the LTC Event Coordinator at events@ltcillinois.org for the prevailing registration fee.

C. CANCELLATIONS received in writing to events@ltcillinois.org by Friday, May 17, 2024 will be honored and the exhibit fell will be returned, less a \$100 cancellation fee. There are no refunds for booth cancellations after May 24, 2024, and LTC reserves the right to resale cancelled booths.

IV. SALES

A. SALES ON EXHIBIT FLOOR IS ALLOWED The showcase and sale of school products and services for educational and informational purposes is allowed.

V. PHOTOS/VIDEO

A. PUBLICITY USE OF PHOTOS OR VIDEO Sponsor agrees that LTC may list Sponsor in show promotional materials and or use photography and or video taken at show for publicity purposes without compensation.

VI. LIABILITY/INSURANCE

A. LIABILITY Exhibitors agree to protect, save, and hold the Campus Instructional Facility Building (CIF), the Learning Technology Center of Illinois (LTC), and all agents and employees thereof (hereinafter collectively called Indemnities) harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitor or those holding under the exhibitor. Further, the exhibitor shall, at all times protect, indemnify, save and hold harmless the Indemnities against and from any and all losses, costs, damages, liability, or expenses (including attorney's fees) arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees or business invitees, which arise from or out of or by reason of said exhibitor's occupancy and use of the exhibitions premises, the event location or any part thereof.

B. INSURANCE The CIF Building and LTC will exercise reasonable care for the protection of exhibitors, materials, and displays beyond which they, separately or collectively, can accept no responsibility for the loss of, or damage to, any of the said materials or displays. EXHIBITORS WHO DESIRE TO CARRY INSURANCE ON THEIR EXHIBIT MUST PLACE IT AT THEIR OWN EXPENSE.

C. CLAIM FOR INJURIES OR LOSS It is expressly agreed that LTC or CIF Building shall not be liable or held responsible for any losses, damages or injuries which may be sustained or incurred by any person whomsoever, who may be on the premises leased by or assigned to an exhibitor, or watching, observing, or participating in any demonstration or exhibit or an exhibitor, including (but not limited to) any agent, employee, or representative of an exhibitor. The exhibitor expressly agrees that he will hold, keep and save harmless, and indemnify LTC or the CIF Building from any and all such claims.