



EXHIBITION SPACE CONTRACT

American Association of Petroleum Geologists 2021 Annual Convention and Exhibition
Society of Exploration Geophysicists International Exhibition and 91st Annual Meeting
Colorado Convention Center, Denver, Colorado USA 26 September-1 October 2021



Pursuant to this Contract, Exhibitor agrees to lease exhibit space at the Event described below (the "Exhibition") based on the specifications below. By signing this contract, Exhibitor acknowledges that some payments may be non-refundable under the Official Regulations and Conditions of Contract below.

Exhibiting Company ("Exhibitor") \_\_\_\_\_

Contact \_\_\_\_\_
(Contact listed above will receive all Exhibitor correspondence regarding the Exhibition, including the Exhibitor Manual.)

Title \_\_\_\_\_

Address \_\_\_\_\_

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

Country \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Preferred Booth Locations: Please select booths in varied locations. In the event selected choices are not available, AAPG/SEG reserves the right to place the exhibitor in a like configuration.
1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ Rank the importance (1 as highest, 5 as lowest)

STANDARD EXHIBIT SPACE:

Exhibitor requires \_\_\_\_\_ (minimum 100 sq. ft.) of raw exhibit space. The exhibit space rate is US\$27 per sq. ft. Add US \$2 per sq. ft. for corner booths and island booths.

Raw exhibit space: \_\_\_\_\_ sq ft x \$27.00 = \_\_\_\_\_ Corner/Island Booth Fee: \_\_\_\_\_ Sq ft x \$ 2.00 = \_\_\_\_\_ Total Due: \_\_\_\_\_

Each 10ft x 10ft booth comes with two (2) complimentary full-delegate registrations, unlimited reduced-price booth staff registrations allowing entrance into the exhibition only, and a basic listing in the Official Program Exhibitors Directory if contract signed by Official Program Deadline Date.

NONPROFIT/UNIVERSITY EXHIBIT SPACE:

Exhibitor requires \_\_\_\_\_ (minimum 100 sq. ft.) of raw exhibit space. The exhibit space rate is US\$15 per sq. ft. Raw exhibit space: \_\_\_\_\_ sq ft x \$15.00 = \_\_\_\_\_

Each 10ft x 10ft booth comes with two (2) complimentary full-delegate registrations, unlimited reduced-price booth staff registrations allowing entrance into the exhibition only, and a basic listing in the Official Program Exhibitors Directory if contract signed by Official Program Deadline Date.

CONSORTIUM EXHIBIT SPACE:

Exhibitor requires \_\_\_\_\_ (minimum 200 sq. ft.) of exhibit space. The exhibit space rate is US\$1,900 for a 10ft x 20ft booth. Nbr of 10x20 ft booths \_\_\_\_\_ x \$1900.00 = \_\_\_\_\_

Each booth comes with two (2) complimentary full-delegate registrations, unlimited reduced-price booth staff registrations allowing entrance into the exhibition only, and a basic listing in the Official Program Exhibitors Directory if contract signed by Official Program Deadline Date. \*This exhibit space rate also includes one (1) 6' draped table, two (2) chairs, three (3) bulletin boards (each at 4' x 8'), one (1) ID sign, standard booth carpet, and wastebasket.

Electrical connections, internet, additional furnishings, and other items not specified in this contract must be ordered and paid for separately. Floor covering is required for all booths.

Acceptance of Terms

The offer to lease Exhibit Space and Services from the American Association of Petroleum Geologists ("AAPG") and the Society of Exploration Geophysicists ("SEG") pursuant to the terms of this Contract shall expire fourteen (14) calendar days from Exhibitor's receipt of this Contract. If Exhibitor does not submit an executed Contract to the Societies within such time, any hold on the Exhibit Space and Services requested by Exhibitor will be released and the space will be available for purchase by any exhibitor. Exhibitor agrees to comply with and be bound by this Contract, including the Official Regulations and Conditions of Contract below.

SIGNATURE: \_\_\_\_\_

Sales: Tracy Thompson Booth Assigned \_\_\_\_\_ Total Cost \_\_\_\_\_

All payments are required in U.S. Dollars (\$) on U.S. Banks only.

CREDIT CARD PAYMENTS ARE NOT ACCEPTED VIA EMAIL. Credit card type: [ ] American Express [ ] Diners Club [ ] Discover [ ] MasterCard [ ] VISA

[ ] Credit card #: \_\_\_\_\_ Exp. date: \_\_\_\_\_ Amount paid in U.S. dollars (\$) : \_\_\_\_\_

[ ] Check #: \_\_\_\_\_ Amount paid in U.S. dollars (\$) : \_\_\_\_\_

► Remit in U.S. Dollars (\$) to:

Society of Exploration Geophysicists
Attention: Accounts Receivable
8801 S. Yale, Ste 500
Tulsa, OK 74137 USA

► Wire Transfer:

Wire transfer — in U.S. dollars (\$)
Detailed wire information will be sent
upon request.

► All major credit cards accepted:

Fax: +1-918-497-5558
Society of Exploration Geophysicists
Attention: Accounts Receivable
Voice: +1-918-497-4624 or +1-918-497-5543

Payment questions can be emailed to: exhibits@seg.org

## OFFICIAL REGULATIONS AND CONDITIONS OF CONTRACT

Exhibitor's execution and submission of this Contract for exhibit space, with or without a deposit, shall constitute a contract between Exhibitor and the American Association of Petroleum Geophysicists and the Society of Exploration Geophysicists (individually "AAPG" and "SEG" respectively, jointly the "Societies") for the Exhibit Space and Services at the Exhibition described in the above Contract. Upon submission of this Contract, the Exhibitor and its employees, licensees, contractors, and agents agree to comply with the following regulations and conditions:

- 1. TERMS** Exhibitor shall submit a 50% non-refundable deposit of the full rental price with this Contract or within thirty days after the date of this Contract. The remaining 50% booth space fee is due on or before **1 May 2021**. Exhibitors will not be permitted to occupy exhibit space with a balance due to the Societies. All Contracts received after 1 May 2021 must submit full payment upon receipt of invoice.
- 2. CANCELLATION OF SPACE CONTRACT** In the event an Exhibitor must cancel space, notification to the Societies must be made in writing. A refund of the space rental payment will be made less the 50% non-refundable deposit of the full rental price of the space requested, provided that the Societies are notified at least one hundred twenty (120) days before the Exhibition begins. If an Exhibitor cancels space one hundred nineteen (119) days or less before the Exhibition, the total booth space fee is due and no refund will be made.
- 3. DOWNSIZING POLICY** If an Exhibitor decides to downsize its booth size one hundred twenty (120) days before the Exhibition begins, the Societies reserve the right to relocate an Exhibitor's space and the Exhibitor shall be assessed a charge of 50% of the original contracted space. If an Exhibitor decides to downsize its booth size one hundred nineteen (119) days or less before the Exhibition, the total booth space fee is due and no refund will be made.
- 4. RESTRICTIONS ON THE USE OF EXHIBIT SPACE**  
Policy on Acceptance of Exhibitors: Participation in the Exhibition is limited to firms who can demonstrate to the satisfaction of the Executive Committees of the Societies active and direct primary engagement in geosciences exploration, geosciences research, or a directly related field, or in furnishing services or products used directly in geosciences exploration or research. The firm must be able to demonstrate an active interest in the objectives of the Societies which are: 1) to promote the geosciences, especially as they relate to exploration and research; 2) to foster the common scientific interests of geoscientists; and 3) to promote the maintenance of a high professional standing among AAPG and SEG members.  
Non-permissible Displays: Providing services or products based on hypotheses which conflict with the accepted principles of physics is construed to violate the established principles of professional ethics as elaborated by the AAPG Code of Conduct and the SEG Code of Ethics.  
Maintenance of Professional Decorum in Exhibit Area: Exhibitors are reminded of the professional/educational nature of the Meeting and the Exhibition and are requested to refrain from incorporating activities in their exhibit which might detract from this intent. Standard business dress and behavior is expected during the Exhibition and throughout the Exhibit Hall.  
Display Size Limitations: Inline displays must not exceed eight (8) feet in height, the height of the draped back wall. No exhibit or display fixture may extend beyond five (5) feet from the booth back wall if that exhibit or fixture is more than 36 inches in height.  
Hotel Room Exhibits & Displays: Use of contracted hotel sleeping rooms for exhibits or displays will not be permitted.  
Exhibitor Sponsored Functions: The Exhibitor agrees not to sponsor any group functions during exhibit hours or during the time other official Meeting events are scheduled, unless authorized by the Societies.  
Unfinished and Unightly Booths: An unfinished or unsightly side or back of a display in a booth must be draped so that it is not visible from an adjoining booth.  
Restriction to Assigned Space: All activities must be confined to the Exhibitor's assigned, leased space.  
Obstruction of Visibility: Display boards and other high equipment must not be placed in such a manner as to interfere with other exhibits or obstruct the view of other booths.  
Operation of Sound Equipment: The maximum allowable level of sound emitting from an exhibit booth will be 50 decibels. In the event that compliance is not immediate, violators will lose the privilege of a sound system for the remainder of the show.  
Protection of Walls, Floors and Ceiling: The Exhibitor must not affix signs or other exhibit material to any column, wall, door, etc., in the exhibit area using nails, screws, staples, masking tape, or any other method. The Exhibitor must not write or paint on exhibit area premises and agrees to protect floors at all times. Exhibitor agrees to be responsible for any damage caused by its display or its personnel to the exhibit area. No helium balloons or adhesive-backed decals are permitted to be given out or used within the Convention Center. If such items are distributed, the Exhibitor will be billed for the cost of removal of such items from the premises. Exhibitor also undertakes to comply with any conditions specific to the Convention Center as stated in the Exhibitor Manual and is solely liable for any breach thereof.  
Vehicular Prohibitions: Any gasoline-operated vehicle to be displayed shall have no more than two (2) Gallons of fuel in the tank. All motor vehicle tanks containing fuel, or which have ever contained fuel, shall be furnished with locking-type caps or sealed with tape to prevent opening during convention. All vehicle batteries and ignition systems must be disconnected during the convention. A drip pan must be placed under each vehicle. Internal combustion motors must not be operated in the indoor exhibit areas. Ignition keys for vehicles on display shall be kept by a responsible person at the display location during Move-In, Move-Out and show hours for removal of such vehicles from the building in event of an emergency.  
Subleased Space: No Exhibitor shall assign or share the whole or part of its allotted space without prior written permission of the Societies.
- 5. POLICY ON EXHIBIT BOOTH ACCESS** All Exhibitors are reminded of the professional and educational nature of the Exhibition. In this spirit, and as a material condition of this Contract, the Exhibitor agrees not to deny access to their exhibit booth to any meeting attendee, including personnel from competing companies. If the exhibit involves information or products of a sensitive nature for competitive or other "reasons", the Exhibitor is encouraged to include in the design of the exhibit booth an enclosed "confidential" area not to exceed twenty-five (25) percent of the booth area. This area must be secured by draping or other means, and access to it may be restricted at the discretion of the Exhibitor.
- 6. CONFIDENTIALITY** The Societies, their members, employees, or agents, including the show manager, are not responsible in any way for the security of any confidential or competitively sensitive information, data, designs, etc. It shall be the sole responsibility of the Exhibitor to maintain the security and confidential nature of any confidential or competitively sensitive information, data, designs, and other information.
- 7. ASCAP/BMI LICENSING** United States Copyright Laws cover the performance of all "licensable music." A license fee must be paid for any performance (recorded or live) of any such music. Courts have held that these license fees apply to the performance of licensable music in any context, including in an exhibit booth. ASCAP and BMI represent 90-95 percent of all licensable music. Any Exhibitor who presents live music in any form in an exhibit booth or booths covered by this Contract is liable for payment of all appropriate and applicable music licensing fees. The Exhibitor shall indemnify and hold harmless the Societies for any legal fees, court costs, other costs to investigate or defend and judgments resulting from the performance in the booth of licensable music.
- 8. FIRE & SAFETY REGULATIONS** All exits and aisles must be kept clear, clean, and free from obstructions to comply with fire regulations. Combustible decorations, such as crepe, straw, sisal, tissue paper, cardboard, corrugated paper, oil cloth, tarpaper, nylon, orlon, and certain other plastic materials cannot be made flame retardant, and their use is prohibited. All decorative materials must be fire-resistant in accord with standards established by the National Board of Fire Underwriters and must stand a flame-proof test as prescribed by ordinances of the city, county, and state in which the exhibition is held. All packing containers, packing materials, excelsior, and wrapping paper are to be removed from exhibit area floor and must not be stored under tables or behind displays. Regulations forbid storage of crates and boxes anywhere in the exhibit area during the show. Any Exhibitor planning to display, operate, or store any of the following must request permission in writing from the Societies at least thirty (30) days prior to the exhibition: Heaters, heat-producing devices, electrical, mechanical, or chemical devices deemed hazardous, flammable liquids, compressed gases, or dangerous chemicals. The use of any open-flame equipment is strictly prohibited. Exhibitors who supply their own electrical equipment must be aware of the following municipal regulations: 1) Open clip sign sockets will not be permitted, porcelain sockets excepted. 2) Use of latex cord wire in displays will not be permitted. 3) Use of duplex or triplex plugs will not be permitted. 4) Exposed wire must be three-wire grounded, of proper size to serve the fixture to which it is attached. 5) Electrical fixtures and fittings must be UL listed and grounded. 6) Electricians will refuse connection where wiring constitutes a fire hazard. 7) All electrical installations are subject to inspection by City electrical inspectors.
- 9. LIABILITY** The Societies shall not be liable for the safety of exhibits against loss, theft, damage, or injury that may occur to the exhibits or property of the Exhibitor or for the death or personal injury of Exhibitor's employees, agents, servants, guests, and invitees from any cause whatsoever arising out of, from, or incident to the use or occupancy of the exhibit areas by the Exhibitor. The Societies will not be responsible for delays, damage, loss, or other unfavorable conditions caused by circumstances beyond its control. The Exhibitor shall forever reimburse, indemnify, save and keep the Societies harmless from and against any and all liability, damages, expenses, judgments and injury and expense, including investigations and counsel fees, arising from or out of, or by reason of any accident or other occurrence on or about the convention center, hotels, exhibit hall(s) and areas and their premises associated with the Event (hereinafter "Exhibition Venue") and areas or elsewhere occasioned wholly or in part by any act or acts, or omissions of the Exhibitor or the agents, servants, employees, guests, and invitees of the Exhibitor, resulting in property damage, including damage to the convention center, hotels, exhibit hall(s) and areas and their premises, or loss or injury or death to any person or persons arising out of or from or incident to the use or occupancy of the exhibit area by the Exhibitor, its agents, servants, employees, guests and invitees.
- 10. INSURANCE** The Exhibitor shall obtain insurance to cover all contingencies, including, but not limited to, fire, theft, property damage, public and private liabilities, and workmen's compensation. Exhibitor shall provide the Societies a suitable certificate verifying that the required insurance is and will remain in force for the duration of the Exhibition. Certificate is required in the SEG Business Office ninety (90) days prior to the event. Without a certificate with proper date coverage, the Exhibitor will not be allowed onto the exhibition floor to set up or allowed to exhibit.
- 11. FORCE MAJEURE** If the Exhibition Venue, including the hall or any other convention facility, is damaged or destroyed (by fire, the elements, or Act of God), rendered unusable (by strike, unrest, or other causes), or if any other circumstances make it unreasonably difficult for the Societies to permit Exhibitor to occupy the assigned space during any part or the whole of the Exhibition, including but not limited to a government order of emergency or other circumstances beyond the Societies' control, in such event the Societies, the Exhibition Venue, and their respective privies will be released and discharged from any obligation to supply the space, and the Societies reserve the right to cancel, rename, or relocate the Exhibition, or to change the dates on which it is held. In the event that the Societies cancel, rename, relocate, or change the dates of the Exhibition, the Societies shall have no further liability to Exhibitor than reimbursement of the Exhibit Space and Services fee in the form of a refund or credit under the conditions of Section 13 below.
- 12. VIRTUAL OR ONLINE EVENTS** The Societies reserve the right to organize a "virtual" or online-only event intended either as a counterpart to the Exhibition or as a replacement for the Exhibition in the event of its cancellation (including for reasons described in Section 11 above). Exhibitor's participation in the Exhibition shall not constitute any obligation to participate in such virtual event, nor any obligation on the part of the Societies to provide Exhibitor the opportunity to participate in such virtual event.
- 13. REFUNDS AND CREDITS** The Societies reserve the right to cancel the Exhibition at their own discretion for any reason. If the Societies cancel the Exhibition, Exhibitor may elect to receive full or partial reimbursement of booth rental fees paid to the Societies in the form of either a credit or a refund as follows:
  - a. Credit:** If the Exhibitor is entitled to a refund and opts to receive reimbursement of booth rental fees in the form of a credit, 100% of booth rental payments for the Exhibition received by the Societies will be retained by the Societies on the Exhibitor's behalf and will be applied to payment of booth rental fees at the subsequent joint AAPG Annual Convention and Exhibition and SEG International Exhibition and Annual Meeting and/or any virtual event described in Section 12 above. Any credit not used for either of the above purposes shall expire with no refund due to the Exhibitor.
  - b. Refund:** If the Exhibitor opts to receive reimbursement in the form of a refund, Exhibitor shall be entitled to reimbursement of 90% of booth rental fees received by the Societies, whereas 10% of such fees will be retained by the Societies as an administrative fee. Such refund will be issued to the payment method originally used by Exhibitor to render payment of exhibit booth rental. Only an Exhibitor whose account is in good standing at the time the Societies cancel the event (i.e., no payments referenced in Section 1 are past due) will be eligible for reimbursement of booth rental fees as described in this section. Any Exhibitor who cancels the Contract under Section 2 shall not be entitled to reimbursement of booth rental fees as described in this section, even if the event is subsequently cancelled by the Societies under the conditions of Section 11.
- 14. INTERPRETATION & ENFORCEMENT** These regulations shall be a part of the Contract between the Exhibitor and the Societies. The Societies have full power of interpretation and enforcement of these regulations. All matters in question not covered by these regulations are subject to the decision of SEG, and all decisions so made shall be binding on all parties affected by them in the same manner and to the same extent as by the original regulations. Exhibitors or their representatives who fail to observe these conditions of contract or who, in the opinion of the Societies, conduct themselves unethically, may be dismissed from the Exhibition without refund or other appeal.
- 15. ELECTRONIC COMMUNICATION AGREEMENT/DISCLOSURE** By accepting this Contract, you consent to receiving communications in electronic form for products, services, and important show management notifications relating to your exhibit space from the Societies and official vendors of the Societies.