

DoD Agile Development
December 14, 2010
Alexandria Mark Hilton, Virginia
Registration for Displays - Event #1A01



Name/PoC _____ Title: _____
Company Name _____
Address _____
City/State/Zip _____
Phone _____ E-mail _____

Display/Exhibits Requirements:

All displays must be of the simple table-top standard. Space per display shall not exceed 8 ft. wide by 4-6 ft. deep. Minimal hardware to be utilized (computer systems for demonstrations are OK). No formal decorating company is involved. Companies must bring their own displays and plan to do their own set-up. One standard six-foot draped table, two chairs and power supply will be provided for each display space. No other props or setups (pipe & drape, plants, etc.) will be utilized. (Please note: Additional AV services may be purchased separately through the Mark Hilton Alexandria).

Display Hours:

Displays should be in place by 7:00 AM Tuesday, December 14, 2010 and should remain in place until 5:00 PM on Tuesday, December 14, 2010. All displays **MUST** be removed by 6 PM.

**Cost: AFEI members: \$2,700; Non-members: \$3,200
(add \$300 after Wednesday, December 1, 2010)**

Display Rules & Regulations

- 1) If AFEI should be prevented from holding the conference for any reason beyond AFEI's control (such as, but not limited to, damage to the building, riots, strikes, acts of government, or acts of God) or if a displayer cannot occupy the assigned display space due to reasons beyond AFEI's control, then AFEI has the right to cancel the conference or any part thereof, with no further liability to the displayer other than a refund of display space fee, less a proportionate share of the conference cost incurred.
- 2) Neither the management of the host facility nor AFEI shall be liable for the damages, loss or destruction to the displays by reason of fire, theft, accident or other destructive causes. Displayer shall lease space at his sole risk. Neither the management of the host facility, AFEI, nor any of their agents, servants or employees will be accountable or liable for accidents to displayers, their agents or employees.
- 3) The displayer shall be liable to the host facility and/or AFEI for any damage to the building and/or the furniture and fixtures contained therein which shall occur through acts or omissions of the displayer.
- 4) Displayer assumes the entire responsibility and hereby agrees to protect, indemnify, defend and hold harmless AFEI, the host facility, their officers, employees, and agents against all claims, losses and damages to persons and property, governmental charges or fines, and attorney's fees arising out of or caused by displayers installation, removal, maintenance, occupancy or use of the display premises or any part thereof, including any outside display areas.
- 5) Displayer acknowledges that AFEI does not maintain and is not responsible for obtaining insurance covering displayer's property. Displayers are advised to obtain business interruption and property damage and loss insurance to cover such occurrences.
- 6) The display price includes two exhibit staff only and **one full conference registration.**

Send this form with payment for display to:

Betsy Lauer; AFEI; 2111 Wilson Boulevard, Suite 400, Arlington, VA 22201-3061

Phone: (703) 247-9473 Fax: (703) 522-3192 E-mail : blauer@afei.org

Deadline for sign-up is Wednesday, December 1, 2010

**Cost: AFEI members: \$2,500; non-members: \$3,000
(add \$300 after Wednesday, December 1, 2010)**

Payment Options:

- | | |
|---|---|
| <input type="checkbox"/> Check (<i>payable to AFEI, event (1A01)</i>) | <input type="checkbox"/> American Express |
| <input type="checkbox"/> VISA | <input type="checkbox"/> Diners Club |
| <input type="checkbox"/> MasterCard | |

Credit Card Number: _____

Exp Date: _____

(Signature)

(Date)