

URTeC 2026 Terms and Conditions

Booth Space Reductions: Exhibitor may reduce contracted booth space by giving notice in writing, with the date of receipt being the official recorded date, and subject to the following payments. Exhibitor reducing contracted booth space between contract signing and 15 January 2026 must pay 50% of the contract value of the returned space, the remaining 50% of which may be applied to the cost of the new space. Any overage will not be refunded. After 15 January 2026, any reduced space will be charged at 100% of the original contract price.

Exhibit Floor Plan: Exhibition spaces are shown to scale on the exhibition floor plan ("Plan"). Each numbered space on the Plan is a separate display area and can be combined or subdivided only at URTEC's discretion. The Plan has been intentionally drawn to provide an appropriate mix of large and small display spaces throughout the hall. URTEC may change the configuration of all or any part of the Exhibition at any time.

Subletting Space: Exhibitor shall not assign, sublet or apportion any part of its booth space or have representatives, equipment or materials from other businesses in the space except with the Organizers prior written approval.

Contractors: The Organizers will appoint exclusive contractors for catering, electrical, plumbing, materials handling, rigging, cleaning, floor covering, telephone, Internet, floral, photography, and security. Exhibitor shall utilize URTEC-appointed contractors for these services. Other services may be furnished by official contractors appointed by the Organizers or, subject to the terms hereof, by other contractors. The Exhibitor may utilize contractors for services other than those listed above with the Organizers prior written approval. The request to utilize Exhibitor-Appointed contractors (EAC) must be submitted to the Organizers by Exhibitor not less than 30 days prior to the first general move-in date of the Exhibition. An EAC must qualify for approval in accordance with the procedures contained in the ESM and may perform services only for the booth space designated by Exhibitor. The Organizers may withhold approval of an EAC for any reason at their sole discretion.

Exhibitor Services Manual: Exhibitor and its employees, agents, and contractors (including EAC's when engaged by Exhibitor) will comply with all rules and regulations of the Convention or Event Center with which Exhibitor is provided in the Exhibitor Services Manual (ESM). Approximately 90 days prior to the first general move-in date of the Exhibition, the Organizers will make available to Exhibitor an ESM via e-mail or in other electronic media. The rules and regulations of the Convention or Event Center, including Union jurisdictions, where applicable, appearing in the ESM ("Additional Contract Provisions") are specifically made terms of this Contract. Exhibitor will, immediately after the ESM is made available, familiarize himself/ herself with the Additional Contract Provisions.

Photography: Exhibitor understands that general photographs of the Exhibition will be taken by the Organizers and others authorized by the Organizers for promotional purposes. Exhibitor authorizes without charge or cost, and has the authority to do so, the reproduction and use in any manner by the Organizers and others authorized by the Organizers of any trademarks, logos, or similar marks or designs owned, controlled or used by Exhibitor insofar as the same are included in such general promotional photographs.

Registration: Admittance to the Exhibition will be by Registration Badge only. Instructions for registration are listed in the ESM. Children will be allowed in the Exhibition as follows: Under age 16 not allowed during set-up or teardown; under age 13 not allowed in any activities in the exhibition unless young enough or small enough to be confined in a stroller, backpack or front-pack; age 13 and older allowed during regular exhibition hours if properly registered and wearing badges.

Code-of-Conduct: Exhibitor personnel and/or hired booth representatives and attendees are required to dress and conduct themselves appropriate to and consistent with the professional and business-like purpose and climate of the show. The Organizers reserves the right to make a final determination regarding what is acceptable and may remove persons from the exhibition floor that are not in compliance. URTEC is dedicated to providing a harassment-free convention experience for everyone, regardless of gender, sexual orientation, disability, physical appearance, body size, race, or religion and does not tolerate harassment of convention participants in any form. All attendees, guests, speakers, exhibitors, organizers and volunteers are required to conform to the URTEC Code of Conduct found on the URTEC website.

Indemnification and Insurance: Exhibitor shall be responsible for and shall defend, indemnify, and hold the Organizers harmless from all liability, costs, and damages relating to acts and omissions of Exhibitor and its employees, agents, and contractors (including Exhibitor-Appointed Contractors when engaged by Exhibitor) associated with the Event, including without limitation damage to the exhibition hall. Neither the Organizers nor the Convention Center's owner and operator shall have, and Exhibitor shall defend, indemnify, and hold the Organizers and the Convention Center's owner and operator harmless from, (a) any liability for damage or loss to Exhibitor's property in the Convention Center and (b) any liability for injury or death to any individual associated with Exhibitor or any other individual, including without limitation guests and invitees of the Organizers, the Convention Center's owner or operator, or Exhibitor, when such injury or death is in any way associated with the use or occupancy of the Convention Center by Exhibitor. The Exhibitor shall defend, indemnify and hold harmless the Organizers, Sponsoring Organizations, appointed vendors, their respective officers, directors, employees, agents, and each of them (collectively "Indemnitees"), with respect to any claims, suits, damages, liabilities, losses, expenses, and costs (including attorneys' fees) which any of the Indemnitees may suffer or be subject to, and which are in any way connected with the Contract or the presence by the Exhibitor, Exhibitor's personnel or any Exhibitor Appointed Contractor; provided, however, that the Exhibitor's duty to indemnify, defend and hold harmless shall not extend to such claims, suits, damages, liabilities, losses, expenses, and costs (including any of the foregoing resulting from the Indemnitees' own negligence, including reasonable attorney fees) as are solely caused by the negligence or willful misconduct of the Indemnitees. The terms of this provision shall survive the termination or expiration of this Contract. Exhibitor shall, at its sole cost and expense, procure and maintain the liability insurance coverages set forth in the ESM Manual and provide certificates regarding such insurance as requested by the Organizers. Americans with Disabilities Act: The Exhibitor represents and warrants that its booth or other contrivance placed in the booth space by the Exhibitor will at all times pertinent hereto be in compliance with all applicable laws and regulations, including without limitation the Americans with Disabilities Act (Public Law 101-336) as it may be amended from time to time, and all regulations issued thereunder.

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Force Majeure: The Organizers may suspend or terminate this Contract by written notice to Exhibitor without penalty in the event the convention center and/or other facilities become unavailable, or if it becomes inadvisable, illegal or impossible to hold URTEC as scheduled due to any act, event, or occurrence beyond the reasonable control of the Organizers, including but not limited to casualty, explosion, fire, utility interruption, flood, weather, pandemic, epidemic, hurricane, tornado, earthquake, blizzard, or other acts of God; any local, national or international law, ordinance, rule or regulation with a significant impact on domestic and /or international travel; acts of public enemies; strikes; riots; or civil disturbances. Under no circumstance shall the organizer be responsible for any loss (including, but not limited to, any loss of business, loss of profits, injury, damage, or expense, of whatever nature) that Exhibitor may suffer due to Event cancellation because of a Force Majeure event. In the event the World Health Organization or any federal, state, or local government authority declares a pandemic or epidemic, or identifies an illness, disease, or other health condition of concern to the general public at large, including, but not limited to, the novel coronavirus disease (COVID-19) (each such threat an "Infection Risk"), Exhibitor acknowledges that employees, independent contractors, invitees, and/or guests (collectively, the "related Parties") may be exposed to an Infection Risk and/or contract an illness or disease arising therefrom. By attending the Event, Exhibitor acknowledges and assumes any and all risks associated with, related to, or arising out of each such Infection Risk. Exhibitor further acknowledges that it has advised, or will advise, all of its Related Parties of any Infection Risk prior to their attendance at the Event. Exhibitor, on behalf of itself and its Related Parties, hereby agrees to indemnify, defend, hold harmless, and release Indemnitees (as defined herein) against any and all claims arising out of or related to any Infection Risk. The Organizers may require Exhibitor and the Related Parties to acknowledge any Infection Risk and release the Organizers from any and all liability prior to their participation in the Event. The Organizers may be held liable for loss, injury or damages sustained by Exhibitor or Exhibitor's personnel (i.e., exhibitor's agents, servants, invitees, guests or employees) only to the extent such loss, injury or damages are solely caused by the gross negligence or willful misconduct of the Organizers or their agents or employees, and not otherwise. If the Organizers cancel the Event due to circumstances as described under Force Majeure above, or as otherwise determined in the Organizer's sole and absolute discretion, then the Organizers sole liability shall be to refund Exhibitor all rental fees, deposits, or other sums previously paid under this Contract, less Exhibitor's pro-rata share of all Event expenses incurred by the Organizers through the date of cancellation. Notwithstanding the foregoing, under no circumstances shall the Organizer's liability to Exhibitor ever exceed the rental fees, deposits, or sums received by the Organizer from Exhibitor.

Amendments: Any and all matters and questions not specifically covered by the articles in this contract or in the official additional contract revisions shall be subject to the decisions of URTEC and may be amended at any time by URTEC in the overall best interest of the exhibition and notice thereof shall be binding on the exhibitors equally with the foregoing in this contract.

Governance: This Contract shall be governed by and construed and enforced in accordance with the laws of the State of Oklahoma, USA (without regard to any conflict of laws principles). All actions arising out of or in connection with this Contract shall be brought in the Oklahoma District Court, Tulsa County, Oklahoma, USA, which shall be the exclusive forum therefor. The parties hereto hereby irrevocably submit to the in personam jurisdiction and process of the Oklahoma District Court, Tulsa County, Oklahoma, United States of America, and agree that service by certified mail to their addresses shall constitute sufficient service of process.