

2021 Virtual Exhibitor Rules & Regulations

1. Exhibition Sponsorship and Management.

This exhibition is produced by and is the property of the Louisiana Credit Union League (LCUL). LCUL will provide exhibition management and attendance promotion.

2. Contract for Virtual Space.

LCUL's acceptance of the order for virtual booth space and payment in full of the fee price by exhibitor constitutes a contract for use of online virtual exhibitor portal through the virtual event platform PheedLoop. Any exhibitor failing to login to their virtual space is NOT relieved of the obligation to have paid the full virtual booth price or automatically entitled to a refund thereof. (See No. 4 below). This contract will not be binding on either party in the event of strikes, acts of God, warfare insurrection, or other circumstances beyond such party's control. Application for space must be accompanied by full payment of amount due (cost of space, less any deposit made). Checks should be made payable to: *Louisiana Credit Union League*.

Included in the cost of virtual booth space is: Access to online Exhibitor Portal for two (2) virtual representatives, and one (1) company logo with description in our virtual exhibit hall.

3. Eligibility to Exhibit.

LCUL has the right to determine the eligibility of any exhibitor and reserves the sole control over admission. These terms and regulations are established for the mutual protection of LCUL and the exhibitor. LCUL reserves the right to make changes in the time schedule or in the general plan of the exhibits as may be deemed necessary and in the best interest of LCUL, the exhibitors, and convention attendees.

4. Cancellation or Withdrawal.

All cancellations must be received in writing by LCUL no later than **two weeks** prior to the opening date of exhibits. No refunds in whole or in part will be made for cancellations received after this time. LCUL will make every reasonable effort to work with and accommodate an exhibitor should an emergency situation occur.

5. Occupancy of Virtual Space.

Online event portal will open to attendees Tuesday, August 3. Live programming will begin Thursday, August 5 at 12:30 pm. Final day of live programming will be Friday, August 6 at 5:00 pm CST. The virtual event portal will remain available for registered attendees to access 30 days after the event closure. During the above mentioned dates/times your virtual booth will be accessible to attendees. It is required for a representative to be online during official exhibit hall hours which are Thursday August 5 from 2:00 pm – 3:00 pm and Friday, August 6 from 9:30 am – 10:30 am, and recommended that you have representatives logged into the online portal during the live programming.

6. Exhibitor Representatives.

Each organization must name at least one person to be its official representative. This

individual must be a full-time employee of the company. There is no limit to the amount of representatives permitted for each exhibit space purchased.

7. Character of Exhibits.

LCUL reserves the right to judge the appropriateness of any virtual exhibit and to decline to permit an exhibitor to conduct or maintain an exhibit if, in the judgment of LCUL, the exhibit or proposed exhibit shall in any way be deemed reasonable offensive, unsuitable, or detract from the character of the exhibition as a whole. This reservation relates to exhibitor description, videos, downloadable files, online chat conduct and other related items, without limitation, which may negatively affect the character of the event. In the event LCUL determines that if the conduct of an exhibitor and/or its employees is not in keeping with the character of the exhibition, LCUL may terminate the contract at any time if exhibitor does not cure following notice, and remove or cause to have removed any exhibitor and all of its property.

8. Solicitation by Non- Exhibitors.

Persons connected with any non-exhibiting organizations are prohibited from any dealing, soliciting, or exhibiting within the virtual exhibit hall. LCUL will not permit any company or organization to login to the virtual event for the purpose of selling or establishing contacts as done by the exhibitors leasing space. All virtual event exhibitors must have leased space. Exhibitors are urged to report any violations of this rule to LCUL staff immediately.

9. List of Exhibitors.

LCUL will provide a list of participating exhibitors for the LCUL participants in attendance at the convention. Type and style of such list of exhibitors will be at the sole discretion of LCUL.

10. Standard Arbitration Clause.

Any controversy or claim arising out of contract, or the breach thereof, shall be governed by the laws of the State of Louisiana, and settled by the arbitration in accordance with the Rules of the American Arbitration Association. Judgment upon the award rendered by the arbitrator may be entered in any court of competent jurisdiction.

12. General

- Exhibitors shall not conduct outside activities that would take qualified attendees from the official function of the convention and/or exhibition.
- Exhibitors agree to treat all convention attendees with courtesy and not to discriminate against any person for any reason.
- Exhibitors agree not to assign or sublet the whole or any portion of the virtual booth space covered by this contract except to an affiliate. No two companies of different ownership or distinction may share a single virtual booth space without the prior written consent of LCUL unless such entities are affiliates.
- These terms constitute the entire agreement of the parties as to the subject matter herein. Any modifications are only effective if in writing signed by both parties.

Should you have any questions or concerns, please contact one of our convention team members at convention@lcul.com or (504) 736-3650.