

2017 SPE/ICoTA Coiled Tubing & Well Intervention Conference

Exhibition Terms and Conditions

1. CHARACTER; RESERVATION OF RIGHTS

a. **Character.** Sponsored by the Society of Petroleum Engineers (SPE) and the Intervention and Coiled Tubing Association (ICoTA), the SPE/ICoTA Coiled Tubing & Well Intervention Conference and Exhibition is undertaken primarily for the technical education of their members. To provide the best possible atmosphere to discuss the technical application of the equipment and services displayed, each exhibitor agrees as follows:

1. To exhibit only products which it manufactures, represents or distributes, which comprise of materials, equipment, apparatus, systems, services and other component products applicable to coiled tubing and well intervention technologies, and (ii) display such products or services in a tasteful manner so as to describe and depict the advantages of using such products or services.
2. **SPE Rights.** SPE reserves the right, in its sole and unfettered discretion, to: (i) determine the eligibility of Exhibitors, exhibits, and products displayed for the Event; (ii) reject, prohibit, or remove exhibits or Exhibitors which SPE considers objectionable, inappropriate, disruptive, or offensive to SPE, other Exhibitors, or Event attendees; (iii) change or modify the layout of the Event and/or relocate exhibits or Exhibitors; (iv) cancel, in whole or in part, the Event due to an event beyond the reasonable control of SPE—including, but not limited to, casualty, explosion, fire, lightning, utility interruption, flood, weather, epidemic, hurricane, tornado, earthquake or other Acts of God, or any law, ordinance, rule or regulation, acts of public enemies, strikes, riots, or civil disturbances ("Force Majeure Event"); (v) change, within reasonable limits, the date, location, and duration of the Event; without any liability to SPE (vi) from time to time to establish and amend or modify any regulations governing use of the facility and the Event; and (vii) determine whether an Exhibitor has violated any Exhibit Regulations or other Exhibit rules.

2. PAYMENTS/CANCELLATIONS/SPACE REDUCTION

- a. SPE reserves the right not to assign any exhibit space for which an invoice for ANY SPE event remains unpaid for more than thirty (30) days after invoice due date.
- b. **No Deposit.** Applications for space received prior to 3 June 2016 need not be accompanied by a deposit. A 50% deposit must be submitted to SPE on or before 3 June 2016.
- c. **50% Deposit.** Applications for space received between 4 June 2016 and 9 December 2016 must be accompanied by a minimum 50% deposit. Space application without required payment will delay assignment. Exhibitors who have not paid their 50% deposit by 3 June 2016 and have not notified SPE of their cancellation within 10 business days of the 3 June 2016 deposit due date are subject to having their booth cancelled and reassigned by SPE Show Management with all deposit amounts due and payable.
- d. **Full Payment.** Applications received after 9 December 2016 must include full payment for the size booth requested. Space applications received without required payment will not be processed. SPE reserves the right to cancel and reassign any exhibit space for which an invoice remains unpaid for more than thirty (30) days after invoice due date. Exhibitor will not be allowed to begin move-in operations or be listed as an Exhibitor in the Conference Program until full payment and a duly executed Exhibit Space Agreement have been received by SPE.
- e. **Reduction in Space.** After space has been confirmed and accepted, a reduction in space is considered a cancellation and will be governed by the same policies as outlined below. Reduction in space can result in relocation of exhibit space at the discretion of SPE.
- f. **Cancellation.** Company representative signature binds the company to the payment and cancellation schedule. If the company cancels participation with money due, the outstanding funds will be due upon cancellation. Should Exhibitor cancel from the Exhibition, the following shall apply:

1. If Exhibitor cancels prior to 3 June 2016, Exhibitor will receive a full refund.
2. Exhibitors who have not paid their 50% deposit by 3 June 2016 and have not notified SPE of their cancellation within 10 business days of the 3 June 2016 deposit due date are subject to having their booth cancelled and reassigned by SPE Show Management with all deposit amounts due and payable.
3. If Exhibitor cancels/reduces between 4 June and 9 December 2016, Exhibitor will be assessed a cancellation penalty equal to 50% of the total cost of cancelled/returned exhibit space.
4. If Exhibitor cancels/reduces after 9 December 2016, Exhibitor will be assessed a cancellation penalty equal to 100% of the total cost of cancelled/returned exhibit space. If Exhibitor cancels/reduces after 9 December 2016 with an outstanding balance due, Exhibitor remains responsible for the entire balance due, plus reasonable attorney's fees to collect. Exhibitor will not be permitted to participate in future SPE events until all outstanding balances are collected.
5. No refunds will be processed after 9 December 2016. No cancellation shall be acknowledged unless received in writing by SPE. The date upon which the notice of cancellation is received shall apply as the official date of cancellation. Upon Exhibitor notification of cancellation, SPE has the right to resell the space vacated.

g. **Event Ruling.** If Exhibitor fails to utilize the exhibit space and/or the space is vacant at the time of the published deadline for completion of installation, SPE reserves the right to consider the space to be cancelled and vacated. All requests for installations beyond the published installation completion deadline must be submitted to SPE in writing. Approval of late installation requests are at the discretion of SPE. Should SPE not be notified in writing, SPE reserves the right to resell the cancelled space and the contract will become null and void.

3. CHANGE OF EXHIBIT FLOOR PLAN OR SPACE ASSIGNMENT

- a. **Exhibit Space Assignments.** Exhibit space is assigned on the SPE Priority Point System, then a first-come, first-served basis. SPE shall assign the exhibit space for the period of the Event only and does not imply that the same or similar space will be held or offered for future Events. Upon official space assignment, Exhibitor will receive a Booth Confirmation Notice. Exhibit space assigned shall be deemed accepted by Exhibitor unless reflected in writing to SPE.
- b. **Changes to Exhibit Floor Plan or Space Assignment.** SPE reserves the right to change the floor plan design at any time and without notice. SPE may also move Exhibitor to another location prior to or during the Event, if such change is deemed to be in the overall best interest of the exhibition by SPE in its sole discretion.

4. **ASSIGNMENT; SUBLETTING SPACE.** Exhibitor shall not assign, sublet, or appoint the whole or any part of the space allotted to them, nor permit any other person or party to exhibit therein, any other goods, apparatus, etc., not manufactured or distributed by the exhibitor in the regular course of business except upon prior written consent of SPE.

5. INSURANCE

Exhibitor agrees and understands that insurance for fire, property, public liability, and theft must be taken out by Exhibitor at its own expense. The insurance is to cover the full period of occupancy of the premises by Exhibitor, its agents, and employees.

6. ITEMS INCLUDED IN THE COST OF EXHIBIT SPACE

- a. Exhibit space is equally priced at USD 28 per square foot for indoor space (minimum reservation 100 square feet).
- b. Standard booth draping (8-ft. high back wall and 3-ft. side rails) and identification sign (7x44 inch) listing company name and booth number will be provided to all linear booths. Any additional draping used must comply with show color scheme and the published fire safety regulations.
- c. Three (3) Complimentary Full Conference Registrations per 100 sq. ft. of exhibit space.
- d. Five (5) Complimentary Exhibits Only One-Day Guest Cards per 100 sq. ft. of exhibit space to distribute to your clients.
- e. Company listing in official Conference Program.
- f. Access to Conference Proceedings.

7. **LIMITATION OF LIABILITY.** SPE 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 SPE or its agents or employees, and not otherwise. SPE shall not be responsible for any loss of business, loss of profits, injury, damage, or expense, of whatever nature that the Exhibitor may suffer due to Event cancellation as a result of a Force Majeure Event or other conditions that render the Event impracticable in SPE's sole determination. In no event will SPE's liability exceed the amount paid to SPE by Exhibitor under this Agreement. Under no circumstances will SPE be liable to Exhibitor for indirect, incidental, consequential, special, or exemplary damages (even if SPE has been advised of the possibility of such damages) arising from any provision of this Agreement, including but not limited to, the exercise by SPE of any of its rights under this Agreement.

8. INDEMNIFICATION

Exhibitor shall defend, indemnify, and hold harmless SPE, its officers, directors, employees, agents, and each of them, with respect to any claims, suits, damages, liabilities, losses, expenses, and costs (including attorneys' fees) ("Claims") which SPE, its officers, directors, employees, agents, and each of them may suffer or be subject to, and which are in any way connected with the Agreement or the presence of the Exhibitor, Exhibitor's personnel, or any Exhibitor-appointed contractor ("EAC") at the Event; provided, however, that the Exhibitor's duty to indemnify, defend, and hold harmless shall not extend to Claims, as are solely caused by the gross negligence or willful misconduct of SPE, its agents, or employees. The terms of this provision shall survive the termination or expiration of this Agreement.

9. EXHIBITOR SERVICES

To ensure the configuration of a smooth installation, dismantling, and operation during the Exhibition, SPE official contractors will be appointed. Although full-time employees of Exhibitor-Appointed-Contractors, other than the SPE Official Contractors, may be authorized to gain access to exhibition areas, Exhibitor is urged to obtain required labor and services from SPE Official Contractors. No exhibitor-appointed contractors may be used for services noted as exclusive on the Event Official Contractors list.

10. REGISTRATION LISTS

Exhibitor understands and agrees that in exchange for its payment, it will receive solely the right to use the exhibit space. The information collected from any purchased registration lists (if applicable) is for the sole use of the company or business organization that collects it. Exhibitor understands and agrees that (i) under the terms of its license, it may not attempt to develop a compilation of attendees and/or other participants of the Event by exchanging any lead information collected at the Event with other attendees, exhibitors, and/or other participants at the Event or with third parties not associated with SPE, and (ii) the compilation of the attendees and/or other participants at the Event is sole property of SPE and that SPE offers that compilation for sale. Exhibitor agrees that it will not use any lead data collected at the Event to attempt to develop a compilation that SPE offers for sale.

11. **HOSPITALITY EVENTS.** Exhibitor is prohibited from holding hospitality events (whether on-site or off-site) during official Event hours or events. Official events include, but are not limited to, the Evening receptions on the Exhibit Floor. A complete listing of official events is provided in the Exhibitor Services Manual.

12. GENERAL

- a. **Survival.** All provisions of this Agreement which by their nature should survive termination will survive, including without limitation, accrued rights to payment, indemnity, limitation of liability and Exhibitor's obligations as provided in Section 6.
- b. **Governing Law and Jurisdiction.** This Agreement will be construed and enforced in accordance with the laws of the State of Texas. The parties submit to exclusive jurisdiction to the federal and state courts of Collin County, Texas.
- c. **Severability.** If any portion of this Agreement is held to be invalid or unenforceable, all other terms and conditions shall remain in full force and effect.
- d. **Representations and Warranties.** Each party warrants and represents to the other that it (i) has the power and authority to enter into this Agreement, and (ii) will comply with all applicable laws, statutes, codes and regulations in its performance of its responsibilities under this Agreement.