2023 AOCS Annual Meeting & Expo
April 30–May 3
Colorado Convention Center, Denver, Colorado, USA | annualmeeting.aocs.org/2023

Book early for the best location
• Early bookings are due by July 1.
• Booths will be assigned using a priority point system on July 5.
• Priority points are issued based on exhibiting, sponsoring and advertising activity over the past three years.

Your exhibit booth space includes
• 10’ × 10’ space (100 square feet)
• 8’ high drape back wall
• 3’ high drape side walls
• ID sign (7” × 44”)
• One full annual meeting registration
• One exhibit personnel registration
• Basic listing on the annual meeting website, on the virtual platform, and in the program guide

Don’t be left out—book your booth as soon as possible!

Anchor your presence at the 2023 Annual Meeting & Expo with an exhibit booth.

Book today and save US $500 off the standard rate!

Available upgrades

Premium corner position
Position yourself in a high traffic area on the Expo floor and stand out from the crowd. Quantities are limited.

Featured Exhibitor
Upgrade your visibility to attendees online, in print and at the annual meeting by becoming a Featured Exhibitor. Space is limited.

Industry Update Presentation
Showcase your company as an industry expert and solutions provider. Share your company’s thought leadership via a live, 20-minute oral presentation online in advance of the meeting.

Let’s talk!

Clara Chun
Customer Success Manager
+1 708-320-9024 | clara.chun@aocs.org

I’m available to answer your questions during these times:
Monday, May 2 2:30–4:30 p.m.
Tuesday, May 3 10–11:30 a.m.
2:30–4:30 p.m.
Wednesday, May 4 8–9:30 a.m.

Find me near registration!
Tentative exhibit hall schedule

Sunday, April 30
9 a.m.–4 p.m.  Exhibitor move-in
5:30–7 p.m.   Expo and Welcome Reception

Monday, May 1
9:30 a.m.–7 p.m.  Expo open
9:30–10 a.m.  Networking break
3:30–4 p.m.  Networking break
6–7 p.m.   Happy Hour Reception

Tuesday, May 2
9:30 a.m.–7 p.m.  Expo open
9:30–10 a.m.  Networking break
3:30–4 p.m.  Networking break
6–7 p.m.   Happy Hour Reception

Wednesday, May 3
8–10 a.m.   Expo open
9:30–10 a.m.  Networking break
10 a.m.–3 p.m.  Exhibitor move-out
Exhibit and Sponsorship Agreement

Organization name
Contact name
Contact email
Contact phone number
Billing email
Billing address

Booth selection
Early bookings are due on or before July 1, 2022. We understand that booths will be assigned using a priority point system on July 5, and I will be notified of the booth assignment soon after.

Preferred locations:

Companies preferred not in proximity:

Exhibit fee
Select number of 10’ x 10’ unfurnished booths

# of booths required _______ x US $2,475 $1,975 = $___________

Premium corner position _______ x US $250 = $___________

Featured Exhibitor _______ x US $750 = $___________

Industry Update presentation _______ x US $1,600 = $___________

Total investment = $___________

I am an authorized representative of the organization named above with the full power and authority to sign and enter into this Exhibit and Sponsorship Agreement. The organization listed above agrees to comply with all policies, rules, terms, conditions, and regulations set forth by AOCS in this agreement. I understand that failure to adhere to the terms and conditions listed on the next page will result in forfeiture of the exhibit and/or sponsorship.

Signature __________________________ Date __________________________

Printed name __________________________

Title __________________________

This is not your final invoice. Invoices will be sent once the signed agreement is received. Please refer to Terms and Conditions which begin on the next page.

Return the completed, signed agreement to Clara Chun, Customer Success Manager at clara.chun@aocs.org.
This Agreement is entered into by and between the American Oil Chemists’ Society, hereafter “AOCS”, with offices at 2710 S. Boulder Drive, Urbana, IL 61802, and the exhibitor and/or sponsor, hereafter “Client”, whose information is listed above, as it relates to Client’s participation in the 2023 AOCS Annual Meeting & Expo (the “Expo”).

RESTRICTIONS ON CONSTRUCTION AND OPERATION OF BOOTHs
The booths are limited to 10’ x 10’ or multiples thereof. A booth is unfurnished. All packing containers, excelsior, or wrapping paper must be flame proof, removed from the building, and disposed of, as applicable. NO flammable liquids, gases, fumes, or vegetable or animal fats should be stored in the building. NO smoking, fire or explosion, electrical, mechanical, or structural hazards, including the use of NO personal belongings or decorations, such as crepe paper, tissue paper, cardboard, or corrugated paper, shall be used at any time. All flammable materials and fluids are to be kept in safety containers. Soap, diatomaceous earth, butane gas, oxygen tanks, etc., are not permitted without the permission of AOCS.

AOCS reserves the right to restrict displays which, because of noise, methods of operation or materials, or for any other reason, become objectionable and to prohibit or to evict any display which, in the opinion of AOCS, may detract from the character of the Expo as a whole. This reservation includes persons, things, conduct, printed matter, or anything else of a character which management determines is objectionable to the event. Nothing shall be posted, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Anything disrupting or interfering with the protection of the building, equipment, or furniture will be at the expense of the Client.

USE OF EXHIBIT SPACE
(a) All demonstrations or other sales activities must be confined to the limits of the booth. No client shall assign, sublet, or share the space allotted without the knowledge and consent of AOCS. Clients must show goods manufactured or dealt in by them in the regular course of business. Direct sales of goods and services at or from the Expo is not permitted. Any merchandising, advertising, or promotional scheme, which involves attracting visitors to an exhibitor’s location by an inducement, which might be construed to be a lottery, is strictly prohibited. Under laws governing games of chance, lotteries and the like, every individual is charged with knowledge of national, state, and local legal restrictions on such operations.

(b) Distribution of circulars or promotional materials may be done only within the booths of the client and must comply with any and all current regulations including, but not limited to, mailing lists and address acquisition laws. All cancellations or returns of machinery or equipment must be wired to meet the specification of the local Fire Marshall’s Office.

FIRE REGULATIONS
(a) Fire regulations require that all display materials be flame proof. Electrical signs and equipment must be wired to meet the specification of the local Fire Marshall’s Office. No flammable fluids or materials of any nature, including decorative materials, use of which is prohibited by national, state, or city fire regulations, may be used in any booth. All property of the Client is understood to remain under the Client’s custody and control, regardless of how or by whom such damage was caused.

CARE OF BUILDING & EQUIPMENT
Client, its officers, agents, or employees shall not injure or deface the walls or floors of the building, the booths, or the equipment of the booths. When such damage appears, Client is liable to the owner of the property so damaged. Nothing will be posted on, tacked, nailed, screwed, or otherwise attached to the columns, walls, floors, ceiling, furniture or other property of the exhibitor.

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PAYMENT, ALLOTMENT, AND CANCELLATION
Full payment for exhibit booths and sponsorships is due upon receipt of the invoice. No agreement shall be in force until accepted by AOCS. It is explicitly agreed by the Client that in the event Client fails to install a product in the assigned booth(s) within the time limit set for opening the Expo, fails to pay the booth rental or sponsorship fees at the time specified, or fails to comply with any other provisions concerning use of booth(s), AOCS shall have the right to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper.

If it is found impossible to lease said space, AOCS reserves the right to utilize said space in any manner deemed expedient, in which case liquidated damages from the defaulting Client shall be deemed to be the rental price of the space.

All sales and rentals, unless specifically contracted by AOCS, are to be made in writing to Clara Chun, Customer Success Manager, clara.chun@aoocs.org.

CANCELLATION OR CHANGE OF EVENT
In the event that the Expo is canceled, terminated, or relocated to another appropriate location, at the sole discretion of AOCS, by reason of any cause or causes not reasonably within the control of AOCS or its agents, AOCS shall not be responsible for delays, damage, losses, increased costs, or any unfavorable conditions arising directly or indirectly by virtue of a cause or causes not reasonably within the control of AOCS, for causes such action beyond the control of AOCS shall include, but are not limited to: fire, casualty, flood, epidemic, pandemic, communicable disease, earthquake, explosion, accident, blockage, embargo, inclement weather, governmental restraints, order of any court, or any action, decision, or incurrence of a public enemy, riot or civil disturbance, impairment or lack of supply, shortage of water, high price or cost of raw materials, or for any other cause or causes not reasonably within the control of AOCS, or any other reason, become objectionable and to prohibit or to evict any display which, in the opinion of AOCS, may detract from the character of the Expo as a whole. This reservation includes persons, things, conduct, printed matter, or anything else of a character which management determines is objectionable to the event. Nothing shall be posted, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Anything disrupting or interfering with the protection of the building, equipment, or furniture will be at the expense of the Client.

LIABILITY AND SECURITY
All property of the Client is understood to remain under the Client’s custody and control, regardless of how or by whom such damage was caused.

Client shall be solely responsible for the cost of any damage to the convention center, official hotels, property of others, and any other claims and cost arising out of Client’s use of Client’s exhibit space, regardless of how or by whom such damage was caused.

Neither AOCS, its agents, employees, officers, or directors, nor facility, its representatives, or employees shall be liable for any one or more of the following: (a) personal injury or property damage from theft, damage by fire, accident, vandalism, or other causes, and the Client’s property shall be secured against such losses. (b) The Client shall maintain adequate public and product liability insurance. Client will be responsible for claims against Client’s property from theft, damage by fire, or other means or for any injuries to participants, its employees, agents, customers, or guests; for any damage of any nature, including damage to its business for failure to provide booth and/or sponsored space; for failure to hold the event as scheduled; nor for any action or omission of AOCS. Client is solely responsible for its own materials and products and should insure booth and/or sponsored space and provide proper insurance. (c) The Client shall indemnify AOCS, its agents, employees, officers, directors, and consent to receipt of notices from AOCS and Shepard Exposition Services, AOCS’ contracted exhibit management vendor, by mail or electronically, using the contact information set forth on this form. AOCS shall have full power to interpret, amend, and enforce these rules and regulations, provided the Client receives notice of any amendments when made. Each Client and its employees agree to abide by the foregoing rules and regulations and by any amendments or additions thereto in conformance with the preceding sentence. Clients or their representatives who fail to observe these conditions or who, in the opinion of AOCS, conduct themselves unethically may immediately be dismissed from the Expo without refund or other appeal.

GOVERNING LAW
This contract is governed by the laws of the State of Illinois. Client agrees that the courts shall have complete and exclusive jurisdiction over the resolution of any dispute arising out of or connected with the use or occupation of AOCS, its employees and agents, shall protect, indemnify, save and defend and hold harmless AOCS, its employees and agents and the venue, its agents and employees, for any loss suffered, damage, or injury from theft, damage by fire, accident, or other causes, and the Client’s property shall be secured against such losses. (c) The Client shall maintain adequate public and product liability insurance. Client will be responsible for claims against Client’s property from theft, damage by fire, or other means or for any injuries to participants, its employees, agents, customers, or guests; for any damage of any nature, including damage to its business for failure to provide booth and/or sponsored space; for failure to hold the event as scheduled; nor for any action or omission of AOCS. Client is solely responsible for its own materials and products and should insure booth and/or sponsored space and provide proper insurance. (c) The Client shall indemnify AOCS, its agents, employees, officers, directors, and consent to receipt of notices from AOCS and Shepard Exposition Services, AOCS’ contracted exhibit management vendor, by mail or electronically, using the contact information set forth on this form. AOCS shall have full power to interpret, amend, and enforce these rules and regulations, provided the Client receives notice of any amendments when made. Each Client and its employees agree to abide by the foregoing rules and regulations and by any amendments or additions thereto in conformance with the preceding sentence. Clients or their representatives who fail to observe these conditions or who, in the opinion of AOCS, conduct themselves unethically may immediately be dismissed from the Expo without refund or other appeal.