#### SAFARI CLUB INTERNATIONAL CONVENTION POLICIES 2022

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#### Adherence to Policies

These SCI Convention Policies are incorporated by reference into the Exhibitor Contract and the Registration Agreement.

These SCI Convention Policies bind all Convention attendees.

Failure to comply with these SCI Convention Policies, which may be amended from time to time in the sole discretion of SCI, may result in removal from the Convention and exclusion from future SCI events.

In some cases, failure to comply with these SCI Convention Policies may result in forfeiture of Priority Points previously awarded.

#### Convention Access Policy

#### Attendees; Badges; SCI Membership:

- a. The SCI Annual Hunters' Convention (the "Convention") is a members-only Convention, meaning it is open only to Safari Club International ("SCI") members in good standing with an active SCI Membership that is current and continuous from the time of registration throughout all days of the Convention ("SCI Member").
- b. All Convention attendees must be
  - i. an SCI Member who has registered for the Convention and paid all required fees and who complies with SCI Convention Policies ("Member Attendee");
  - ii. a spouse, significant other, or child 17 years of age or under who is attending Convention as the guest of a Member Attendee and meets the requirements of this subsection; or
  - iii. a vendor or contractor of SCI or Safari Club International Foundation ("SCIF") who is authorized to be in attendance.
- c. Spouses and significant others of a Member Attendee must register for Convention and attend Convention with a Member Attendee by paying required registration fees, which in the case of a spouse or significant other of a Member Attendee are the required Badge Fees only; provided, the spouse or significant other is accompanied at all times on the Show Floor and all events by the Member Attendee.
- d. Children 17 years of age and under related to a Member Attendee must register for Convention and attend Convention with a Member Attendee free of charge; provided, the child is accompanied at all times on the Show Floor and all events by the Member Attendee.
- e. All Convention attendees must register and pay applicable fees. Registration is not transferrable or refundable.
- f. An SCI Membership can be purchased at the time of registration for Convention.
- g. Badges must be worn and visible at all times when on the Show Floor and at most events. Badges may not be shared and are not transferrable. Each Exhibitor and attendee must present a badge and a government-issued photo ID to gain access to the Convention and Show Floor.
- h. SCI is not responsible for lost or stolen badges. A \$75 fee will be assessed for a replacement badge. Lost or stolen event tickets will not be replaced.

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#### Booths:

- a. Only active SCI Members may register for booth space at a Convention. Exhibitors may purchase or renew an SCI Membership when they register for a time to reserve booth space. The primary contact or owner of each Exhibitor must be an SCI Member.
- b. All individuals or companies wishing to conduct business at the Convention must license from SCI Show Floor space in the form of "booth(s)". All Exhibitors must have a current, executed Exhibitor Contract with SCI that identifies the booth space to be occupied by the Exhibitor, and only Exhibitors may conduct business at the Convention.
- c. Any person allowed or brought onto the Convention Show Floor by an Exhibitor who is working with or assisting an Exhibitor, whether the person is an employee or contractor of the Exhibitor, permanent or temporary, is required to be an SCI Member, unless such person falls within this provision. An Exhibitor is allowed to identify certain persons assisting and working with the Exhibitor during the Convention for the operation of the Exhibitor's booth, and such persons will be deemed SCI Members under this provision due to their listing by the Exhibitor and the relationship with the Exhibitor. In order for this provision to apply, each such person listed by the Exhibitor must be working with or assisting an Exhibitor in operation of the Exhibitor's booth or be the Exhibitor's spouse or significant other, and be identified on the Exhibitor's list of badge requests, together with the relationship to the Exhibitor. Any non-employee/contractor guest of an Exhibitor (who is also not a spouse or significant other of such Exhibitor) is required to be an SCI Member to gain access to the Show Floor.
- d. Companies or individuals with booth space must confine their business-related activities to their booth area. Failure to comply may result in removal from the Show Floor and being barred from activity at Convention. Any individual or company conducting unauthorized business on or around the Convention Show Floor (including, without limitation, unauthorized solicitation, solicitation or marketing outside applicable booth area, including lounges, aisle-ways, hallways, or public areas, or fundraising) may be removed from the Convention and, at SCI's sole discretion, denied access to any or all SCI events for up to two calendar years. Each Exhibitor is responsible for the conduct of any personnel, company, person, or badge holder conducting business in, from or on behalf of such Exhibitor's booth space or in connection with such Exhibitor's Exhibitor Contract.
- e. Unless expressly authorized in writing by SCI or SCIF, no fundraising or solicitations of any kind are allowed on the Convention Show Floor or in any hotel space within which the Convention is held.
- f. Any Convention attendee "suitcasing" in an Exhibitor's booth or elsewhere at the Convention may be removed from the Convention and, at SCI's sole discretion, denied access to any or all SCI events for up to two calendar years. As used herein

"suitcasing" is defined as any activity designed to solicit purchases or orders, or sell products or services, to others without the proper authorization from SCI or in a manner that violate SCI Convention Policies.

- g. Any entity or individual with an outstanding, overdue balance due to SCI or SCIF may be refused access to the Convention, or restricted from reserving a booth, or participation in an auction.
  - i. All outstanding, overdue balances owed to SCI or SCIF must be paid, in full, not less than seventy-two (72) hours prior to an event start time in order for an SCI Member to participate, unless other arrangements have been made with SCI or SCIF and a writing exists to evidence such writing (e.g., if both spaces are to be reserved on March 31<sup>st</sup>, the Exhibitor must have all outstanding balances paid not later than close of SCI business date on March 28th).
  - ii. SCI will not allow reservation of booth space to any Exhibitor with an outstanding, overdue balance owed to SCI or SCIF, and is any booth space already assigned to such Exhibitor will be returned to inventory if a balance goes overdue and continues as such prior to Convention.
  - iii. For the avoidance of doubt, a "outstanding, overdue balance" means any amount owed to SCI or SCIF that was not paid timely and may include, but is not limited to, amounts related to advertising, publications, sponsorships, prior exhibit agreements (booth rentals), prior auction purchases, commitments due to SCIF, EPP fees, and other items not listed here.

**Emergency**: If SCI considers that an emergency situation exists and that failure to take immediate action may be reasonably expected to result in harm to SCI, any of its Members, any Convention Exhibitor(s), or any Convention attendee(s), SCI retains the right to take any and all action reasonably necessary, including by way of removing individuals from the Convention, to avoid, mitigate, contain, control, stop, alleviate, or otherwise impact the emergency situation to try to avoid harm to those expected to be harmed.

Meetings / Hospitality / Social Functions: No meetings, gatherings, or social functions may be held at the Convention (either the Show Floor or within the Convention facility) during the publicized days of the Show without the prior written consent of SCI. Any request to hold a meeting, gathering, social function must be submitted in writing to the SCI CEO not less than thirty (30) days prior to the first day of Convention, together with the details of the request to include the proposed date and time of the function, anticipated location and number of individuals to attend, duration of the function, and purpose of it.

#### Video Footage; Convention Press and Media Coverage:

- a. No video or live recordings of any kind may be taken on the Convention Show Floor or at any SCI events without the express, prior written consent of SCI. Any footage taken without such prior, written consent of SCI is deemed the sole property of SCI pursuant to this Policy and all copies must be turned over to SCI on demand, and may not be disseminated, used in any manner, or shared without prior written consent of SCI after providing SCI all copies of the video.
- b. All media or press personnel in attendance at the Convention must be registered with SCI prior to the Convention. Proper credentials will be required to receive a press badge and media or press representatives will be escorted by a member of the SCI team. No press or media personnel may take video footage without the prior, express written consent of SCI.
- c. Still photography is permissible except when dignitary, VIP, or celebrity personalities prohibit taking photographs. All press and media personnel are required to follow SCI Convention Policies and failure to do so may result in being removed from the Convention.
- d. Press and media personnel are not allowed on the Show Floor or in SCI event venues before or after designated Show or event hours.

#### Priority Points Policy

"Priority Points" is an incentive program established and administered by SCI and is subject to change from time to time at the discretion of SCI. SCI uses Priority Points as the primary criteria in the booth selection process for SCI Conventions and other events. Priority Points are controlled exclusively by SCI, and not by any company or individual participating in the program.

Priority Points are granted to contracted Convention Exhibitors by SCI as outlined below in recognition of such Exhibitors' financial support of SCI. Without the prior written consent of SCI, Priority Points cannot be: (i) used in any way by any company or person other than the Exhibitor to whom those Priority Points were granted, (ii) combined or transferred upon merger, consolidation, or any other partnership, combination or joint agreement, whether formal or informal, or (iii) assigned or transferred to any company or person other than the Exhibitor to whom those Priority Points were granted.

Priority Points do not establish a right by any Exhibitor to participate in any SCI function or Convention, and failure to adhere to all SCI Convention Policies, may result in the forfeiture of Priority Points.

Priority Points are granted as follows:

- Two (2) Priority Points are granted for every \$1,000 of net revenue realized by SCI's general fund from the auction of a donated product, service or experience.
- One (1) Priority Point is granted for every \$1,000 cash donation.
- One (1) Priority Point is granted for every \$1,000 in value of Special Donations and Sweepstakes / Raffle Program Donations<sup>1</sup>, with such value calculated as 65% of the value of such donation agreed upon by donor and SCI.\*\*
- One (1) Priority Point annually for each consecutive year of Convention attendance beginning on the sixth anniversary of such Convention attendance.
- One (1) Priority Point for every \$2,000 paid to SCI for advertising in SCI publications.
- One (1) Priority Point for each piece of aisle décor, taxidermy, or diorama provided by an Exhibitor, up to a maximum of three Priority Points (see Show Décor Guidelines for further explanation).
- Priority Points for items donated not meeting the above criteria may be awarded at the discretion of SCI.

\*\*Established auction valuations ("EAV's") may be listed by SCI in addition to donor-proposed valuations in the event that donated items or hunts from an Exhibitor

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<sup>&</sup>lt;sup>1</sup> SCI typically conducts "sweepstakes" rather than "raffles", given the varying regulation by state regarding raffles, as used herein "Sweepstakes / Raffle Program Donations" will be defined to apply to the relevant program.

consistently sell for less than 40% of Exhibitor-proposed valuations over a period of the immediately preceding three years. Any such EAV is not intended to reflect on the actual value of these "one and only" purchases, rather, such are used to more fairly ascribe Priority Points to all Exhibitors.

Any Exhibitor participating in the Exhibitor Partnership Placement ("EPP") Program will continue to accumulate Priority Points on such Exhibitor's existing account and will enter into a separate agreement, as stated in the EPP Form, with SCI with respect to such Exhibitor's booth space.

To retain Priority Points, an Exhibitor must be an SCI Member and renew his or her membership on an annual basis.

Any Exhibitor that does not participate in two consecutive Conventions by either making a sufficient donation or licensing Convention booth space, or that fails to maintain an SCI Membership for two consecutive Conventions, shall automatically forfeit all accumulated Priority Points.

#### Show Décor Guidelines

Exhibitors may provide up to three life-size dioramas, as approved by SCI in advance, of life-size wildlife mounted on a base with a habitat, for display at the Convention at key locations; provided, that at least one such diorama is of a North American species. All costs and expenses of transportation, set up, and removal of such dioramas shall be borne by the Exhibitor. Dioramas may not be set up until all Exhibitors booths have been set up, and must be removed prior to tear down of Exhibitor booths. Such set up must be available no later than 12:00 p.m. on Tuesday prior to the show opening, and removal must be completed no later than 5:00 p.m. on Saturday at the show closing. Show Management will coordinate with Exhibitors on diorama location at the Convention.

SCI will provide reasonable assistance to Exhibitors with respect to the placement of dioramas, including with respect to lighting, if approved by SCI in advance. SCI will also provide for each diorama, a sign no larger than 22" by 28", rope, stanchion, and security as described in the Exhibitor Contract.

The indemnification and hold harmless elsewhere in these SCI Convention Policies and the Exhibitor Contract extend to cover Exhibitors' dioramas. Priority Points granted to Exhibitors in connection with dioramas will be available for placement ranking in the following year.

While Exhibitors are granted Priority Points for up to three approved dioramas, Exhibitors may provide additional dioramas or dioramas subsequent to the submission deadline, as approved in advance by SCI; however, such additional dioramas will not be eligible for Priority Points.

Priority Points will not be granted for pieces that are not dioramas or for aisle pieces displayed at or near Exhibitor's booth area.

Any décor not approved in advance of display by SCI, or located in a location not approved in advance by SCI will be removed from the Convention at the sole cost and expense of the Exhibitor.

## Exhibitor Hold Harmless & Litigation Disclaimer

Exhibitor expressly assumes the entire responsibility and liability for losses, damages and claims arising out of Exhibitor's acts, activities and omissions at the Convention, and those of any Affiliate Exhibitor (as defined herein), individuals present at the Convention on behalf of or by invitation of Exhibitor and individuals or entities acting on behalf of or at the direction of Exhibitor ("Exhibitor Parties"), and agrees to indemnify, defend and hold harmless SCI, the Convention location facility, and their respective owners, managers, officers, governing boards, members, agents, servants, employees, and other representatives (collectively, "Indemnitees") from and against any and all claims, charges, demands, liabilities, losses, expenses or damages (each, a "Claim") arising out of or in connection with the Convention, including attorneys' fees and litigation costs and expenses, if any.

None of the Indemnitees shall be responsible or liable for any loss, damage or claim arising, directly or indirectly, from the acts, activities and/or omissions of the Exhibitor Parties, including the occupancy and/or use of the booth(s), whether at the Convention or in connection therewith.

If any action or claim is made against SCI by any individual, entity or state, local, federal, or foreign political body for any matter whatsoever arising from use or occupancy of Exhibitor's booth or any transaction with Exhibitor or any other party doing business within the booth, Exhibitor shall promptly pay any costs incurred by SCI or another Indemnitee for any such Claim. Exhibitor is solely responsible and liable for all transactions and persons working out of Exhibitor's booth and any business transaction conducted outside of such booth in violation of SCI Convention Policies.

Any dispute or disagreement between the parties with respect to SCI Convention Policies, the allotment of or permitted use of booth space, or any other interpretation of SCI Convention Policies, shall be exclusively resolved in good faith by SCI. The parties agree that in the event of a dispute between the parties for any reason, or in the event of a default by either party of the Exhibitor Contract, including nonpayment thereunder, or in the event of an action involving the interpretation of the Exhibitor Contract, the parties shall be bound by the laws of, and submit to the exclusive jurisdiction and venue of the courts of, the State of Arizona, acknowledging that the Exhibitor Contract, which incorporates these SCI Convention Policies by reference, was entered into and accepted in Tucson, Pima County, Arizona. In the event suit is filed to enforce the provisions of the Exhibitor Contract, the prevailing party will be entitled to collect litigation expenses, costs and reasonable attorneys' fees from the other party.

SCI will have no business or contractual dealings with any person or company (member or non-member) who is engaged in litigation naming or involving SCI or SCIF or any of its Directors, Officers or employees.

## Auction Buyer Policy & Patron Status

#### **AUCTIONS - Donations and Bidders/Buyers:**

SCI and SCIF offer donated hunts and items to SCI Members and guests at official SCI and/or SCIF events through live auctions, silent auctions and Sweepstakes / Raffle events. SCI's policy for hunts or items acquired by SCI Members is as follows:

- SCI and/or SCIF offer goods and services, including hunts, for bid during live and silent auctions, or as prized for sweepstakes/raffle. All items are transferred on an asis where-is basis to the recipient.
- 2. Valuations provided by donors of items and all descriptions are based on information provided by third parties and SCI or SCIF shall in no event be held responsible for their accuracy. SCI and SCIF do not make implied or express warranties or representations of any kind, nor do SCI or SCIF make any representation or warranty as to the description, genuineness, attribution, provenance or condition of any item. No statement in the SCI or SCIF publications, catalogs or brochures or in the bill of sale, invoice or elsewhere shall be deemed to be a warranty, representation or assumption of liability by SCI or SCIF. Any written warranties with respect to the items purchased are those solely and expressly supplied by the manufacturer or donor of that item, hunt or experience. Although donors sometimes provide appraisals with items such as jewelry, SCI and SCIF do not verify or warrant their accuracy or origin. Appraisals are the result of subjective valuations and estimates of value and quality can vary markedly between competent and reliable appraisers. The provision of an appraisal does not represent a guarantee of value.
- 3. After bidding for an item concludes and the auctioneer designates a winning bidder, the designated winning bidder must immediately execute a Buyer's Agreement in form and substance as provided to such winning bidder. Such Buyer's Agreement will be provided in hard copy or online, as applicable. In any silent auction, the Silent Auction Bid Sheet shall function as the Buyer's Agreement, memorializing the winning bidder's commitment to purchase the applicable item at the indicated price. All signatures on Buyer's Agreements (including, electronically by click-through for online auctions), Silent Auction Bid Sheets and Silent Auction Sealed Bid Forms are legal and binding. SCI and/or SCIF is/are not party to and will not recognize changes, additions and/or deletions to any description agreed to by or between a purchaser and a donor.
- 4. All auctions are final and there will be no exchanges or refunds on items, hunts or experiences. SCI and/or SCIF do not guarantee the satisfaction of any participating party. All winning bidders of hunts and/or experiences must contact the applicable

donor directly to make all necessary arrangements for dates and any necessary paperwork for licenses and /or permits. Failure to make necessary arrangements may constitute forfeiture. Any disputes relating to the items, experiences or hunts shall be resolved solely between the donor and the winning bidder.

- 5. If a winning bidder fails to pay for any item prior to the close of the Convention, SCI and/or SCIF reserve the right to pursue all legal remedies available, and SCI reserves the right to suspend or revoke the winning bidder's SCI Membership.
- 6. Although SCI and SCIF encourage donors to list all extra and ancillary expenses not included in donated hunt, travel, experiences, service and other items, the list of expenses in auction item descriptions should not be considered exhaustive or definitive, and SCI and SCIF will not be held responsible for the completeness or accuracy of such descriptions. The amounts of additional expenses listed in auction item descriptions are approximations and are subject to change without notice. Bidders should contact applicable donors before bidding in order to determine any additional or updated information relevant to the bidder's decision to bid on an item.
- 7. Winning bidders are responsible for all applicable taxes, fees, or assessments associated with items won. Some hunts are subject to VAT and GST tax liabilities. Often these taxes are due and payable before a hunt can be taken. Other items may be subject to sales or transaction privilege taxes, or other excise. SCI and SCIF do not assume responsibility for these taxes or fees, nor does SCI or SCIF advise any party with respect to any taxes or fees. Please verify amounts with donor and check with the local government where a hunt is to be taken to validate tax rates.
- 8. If SCI or SCIF is required to collect and/or remit any taxes from the winner based on an auction or sweepstakes/raffle program it conducts, it will do so and notify the winner prior to releasing the prize and the remittance of such taxes by the winner will be a condition to receiving the prize.
- 9. All of the terms and conditions set forth in the Auction Hunt Policy and the Auction Program and Online Bidding Rules and Regulations are applicable to the purchase of items at auction or through sweepstakes/raffle programs and such terms and conditions are incorporated herein by reference.

#### **PATRONS:**

Members who spend \$15,000 or more for <u>auction</u> purchases at a single Convention will become "patrons" for the two succeeding Conventions. Qualifying purchases toward patrons status are only those from SCI or SCIF auctions during Convention and are only those of the applicable SCI Member, and do not include purchases by any other person, including those of the SCI Member's spouse or other family member(s).

Patrons, along with one guest, are granted access to SCI's exclusive Patrons Lounge during the Convention, and other benefits.

Patron status is granted following the close of the Convention at which the qualifying spend is made and is for the immediately succeeding two Conventions. Patrons who do not purchase at the required level during one of the next two succeeding years will have Patron status lapse. By way of example:

2023 Convention	Spend \$15,000	
2024 Convention	Spend \$3,000	Patron status based on 2023 spend
2025 Convention	Spend \$5,000	Patron status based on 2023 spend
2026 Convention	Spend \$8,000	Patron lapses; status is not achieved based on 2025 spend
2027 Convention	Spend \$25,000	Patron lapses; status is not achieved based on 2026 spend
2028 Convention	Spend \$5,000	Patron status based on 2027 spend
2029 Convention	Spend \$5,000	Patron status based on 2027 spend

#### **Auction Hunt Policy**

SCI and/or SCIF accepts donations of hunts and hunt packages and offers these hunts to SCI Members and their guests at official SCI and/or SCIF events through live auctions, silent auctions and sweepstakes / raffle programs. SCI's policy on hunts or hunt packages acquired by SCI Members ("purchaser") at auction or through a sweepstakes / raffle program is as follows:

- All donors must provide notice on the Hunt/Fishing Donor Form of the number of days
  of the hunt duration agreed upon in the donations along with the opportunity to hunt
  all species indicated in the donations. Hunt donations include any and all ancillary
  items or services as indicated in the donor contribution form and confirmed with the
  purchaser in the form of the SCI and/or SCIF auction sales receipt and Buyer's
  Agreement.
- SCI and/or SCIF do not guarantee or warrant that a trophy animal or any animal will be taken during the period of the hunt. Locating or taking an animal of trophy quality or otherwise is not a condition of acceptance by the purchaser for the purchased hunt.
- 3. The donor must honor all hunt donations in a draw area until the purchaser is successful in the draw process. The purchaser of such hunts must apply for the draw annually until successful. The donor may limit the hunt donation to be applicable for a maximum number of years for which the purchaser may be successful in the draw process, and SCI and/SCIF recommend such maximum be no less than three consecutive years. SCI and/or SCIF will not release the donor's portion of the auction purchase price, if any, until the Convention Committee of SCI has received written proof of a successful draw. If SCI or SCIF refunds a purchaser because purchaser could not draw a tag, the donor will forfeit the Priority Points earned for the donated hunt, unless the donor makes an equivalent cash donation upon notification of SCI or SCIF's refund to the purchaser.
- 4. All sales are final and there will be no exchanges or refunds on hunts, except as provided in the immediately preceding provision relating to inability to draw. SCI and/or SCIF make reasonable efforts to ensure the quality of donated hunts. However, SCI and/or SCIF do not guarantee the satisfaction of the donor or the purchaser in any case. It is the purchaser's responsibility to contact the hunt donor immediately and make all necessary arrangements for dates and the application for any necessary paperwork for licenses and /or permits. Failure to make necessary arrangements may constitute forfeiture.
- 5. SCI will accept a maximum of two hunts from established donors for sale at auction in any one year; hunts may not be identical or for the same trophies. New donors may only submit one donation their first year and until such time as a positive hunt report from an auction purchaser has been received and reviewed by the Convention Committee of SCI.

- 6. All of the terms and conditions set forth in the Auction Program and Online Bidding Rules and Regulations are applicable to members purchasing hunts or hunt packages at auction or through sweepstakes / raffle and such terms and conditions are incorporated herein by reference.
- 7. Acceptance of a hunt or hunt package from a donor by SCI and/or SCIF do not constitute an express or implied agreement to accept the donation for a future Convention.
- 8. In submitting a hunt or hunt package for auction, the donor attests that it and its principals have never been convicted or charged of a felony or a misdemeanor, or has reason to believe that they are currently under investigation, for any state, tribal, province or federal wildlife violation in any nation. If there has been such conviction, investigation or adjudication, the donor is required to immediately present the facts and documentation acceptable to SCI and/or SCIF for review. The donor further agrees that in providing its goods or services to the purchaser, it will comply with the SCI Bylaws and Code of Ethics. The donor also attests that it, or any third parties it employs or with which it contracts for the donated hunt, has the appropriate or necessary licenses or rights to lawfully offer its products or services or to conduct its business and that all information provided is true or to the best of its knowledge.
- 9. SCI reserves the right, at any time and for any reason or for no reason, to reject a donation and to require the donor to fulfill the Exhibitor Contract by other means. SCI shall not be liable for any loss, damage or expense claimed to have been suffered by donor as a result of such rejection.

## Auction Program and Online Bidding Rules & Regulations

**SCI Donations - No Charitable Deduction:** Items donated to SCI and amounts paid to SCI as part of the auction do not qualify as charitable deductions. SCI is not a qualified charitable organization.

No portion of any SCI auction purchase is eligible for a tax deduction unless it is an auction item (not a raffle item) sold for the benefit of SCI Foundation, which is a qualified charitable organization, and which is sold in excess of fair market value.

The purchase of sweepstakes/raffle tickets are not eligible for a charitable deduction in any circumstance.

All auction items are donated to SCI (not SCI Foundation) by SCI Exhibitors unless otherwise noted in the item description. These Auction Program and Online Bidding Rules and Regulations apply to auctions and sweepstakes/raffles conducted for the benefit of SCI and SCI Foundation, as applicable.

#### **AUCTION BIDDING PROCEDURES AND CONDITIONS OF SALE:**

- 1. A bidder or bidder's representative (designated individual must have written, notarized authorization from bidder stating maximum bidding price for each of the items of interest) must be registered and present during the auction to be eligible to bid. A person who bids on behalf of another person or group will be ultimately held responsible for payment in its entirety. SCI will restrict or refuse access to auctions to those who have an outstanding balance due or past due to SCI or SCIF for any reason. A person registered and bidding through the official SCI online auction will be considered to be registered and present for the auction.
- 2. All items auctioned (whether goods or services) are have been acquired or obtained by SCI from third parties. The purchaser acknowledges that the items have not been inspected by SCI and that the purchaser is advised, in the case of firearms, knives, bows, bullets or other hunting equipment, to secure a competent inspection and test of the goods before use. No services auctioned are to or will be performed by SCI.
- 3. By making a purchase, the purchaser waives any claim for liability against SCI or the donor of any property or service, and neither SCI nor the donor is responsible for any personal injuries or damages to property that may result from the utilization of any property or services sold. If any action or claim is made against SCI by an individual, entity, or state, local, federal, foreign or political body for any matter whatsoever arising from the use of the auctioned items, or any actions or parties conducting business with respect to the auctioned items, the donor and/or purchaser will pay

SCI's attorneys' fees and costs and will hold SCI harmless from any judgment thereon.

- 4. The auction and purchases made at the auction shall be governed in all respects, whether as to validity, construction, capacity, performance, or otherwise, by the laws of the State of Arizona, except as preempted by federal law and that venue for any and all actions, including litigation, mediation and/or arbitration, shall be in Pima County, Arizona. In the event of any dispute or action arising out of or related to the auction, the affected parties agree to first submit the matter to mediation prior to pursuing litigation.
- 5. If during a live auction, a final bid for an item is erroneously taken from two bidders, the bidding on that item shall be closed to all parties other than the two affected bidders. The high bidder acknowledged by the auctioneer shall be the purchaser; the auctioneer shall have the sole and final discretion to determine the successful bidder in any auction. At each live auction, there will be designated bid spotters in the audience, and it is the responsibility of the bidder to direct bids to the nearest spotter. The auctioneers and spotters will use best efforts to acknowledge all desired bids, but SCI is not responsible for any missed bids or bids that fail to be executed.
- 6. All auction items purchased at other than the Saturday Night Auction must be paid for in full before close of show on Saturday, the last day of the Convention. Auction items purchased at the Saturday Night Auction must be paid for before the official close of the Saturday Night Auction. Arrangements for the removal of all items must be made before the close of the Saturday Night Auction. Successful bidders may, during or immediately following the auction, present their copy of the Buyer's Agreement to the Auction Payment Counter, where they may pay by cash, check or credit card. Checks should be made to SCI- First for Hunters (SCI) and must be drawn on a U.S. bank and in U.S. dollars. Visa, MasterCard, Diner's Card, Discover and American Express are accepted. Items purchased through an online auction will be shipped by the online shipping representative and fees are the responsibility of the purchaser. Any auction items that have not been paid for by the close of the Saturday Night Auction may be subject to a 10% surcharge, which will be added to the winning bid and this total will then become the purchase price. Any items not removed by the close of the Convention will deposited with a third-party shipper. Shipping arrangements and costs will be the responsibility of the purchaser in every case. Any bidder/purchaser who leaves his/her purchases at the Convention does so at his/her own risk. SCI is not responsible for any item not removed from the Convention by the winning bidder/purchaser.
- 7. If you are unable to attend one or more live auction in person and wish to place bids for live auction items, you may submit a bid online by establishing an account and providing payment information through our third party online auction representative. One of our representatives will then try to purchase your items of choice at the lowest price but never for more than the top amount you indicate. To place an absentee bid online, you will need to provide in advance a pre-approved credit card or other method of payment, bank reference, item to bid on and maximum bidding price that is

acceptable to SCI. An absentee online bidder must be a member of SCI and additionally pay the daily Convention registration fee for the day of the auction of the items to be bid on. Bids submitted online, prior to a live auction, are absentee bids that must be executed on the bidders' behalf by an SCI representative, and recognized and accepted by an auctioneer during the live auction. Neither SCI, nor its employees or agents, will be held responsible for bids that fail to be executed or accepted.

8. Silent auction items will be showcased daily at the silent auction location for open bidding to all SCI Members in attendance. All open bidding, legibly written (including name, membership number and bid) will be accepted on bid boards until thirty minutes before the close of each silent auction (annual closing times will be posted in the annual day auction guide and on signage at the silent auction location). At that time, the highest bid from the bid boards will be highlighted. During the final thirty minutes of bidding in the silent auction, bids shall be submitted on a sealed bid form and dropped into a drop box located in the silent auction area. Sealed bid times will be posted and announced during the auction. The winning bid will be determined at the end of the thirty-minute sealed-bid period. Illegible bids, and those without complete information will be excluded. The highest bid is determined from a combination of open written bids and sealed bids for each item. If a sealed bid is higher than the last open bid, that becomes the winning bid. If two sealed bids are for the same amount, the winning bid is determined by time of bid. All sealed bids are available for review in the auction distribution room after final winning bids have been posted. Sealed bid instructions are posted on the bid boards and on signs in the silent auction location. Winning bids from the previous day's silent auction will be posted each morning at 9:00 a.m. beginning on the second Convention day in the silent auction location, and at the auction payment counter and the auction distribution room. On the last Convention day, winning bids will be posted at 4:00 p.m. and all final payments must be made prior to the close of the Convention.

The silent auction contains displays of large place cards on the tables with the bid boards explaining the sealed bid period. The explanation of procedure is in large print and readily displayed. All silent auction staff explain the process to bidders throughout the day for submitting sealed bids. All silent auction staff announces the process so all attendees looking at the items can be aware. The silent auction staff shows the attendees the forms and hands them out, explaining this process.

SCI reserves the right to close silent auction items on a buy-it-now basis. Items offered on a buy-it-now basis will be offered for sale during silent auctions under normal silent auction procedures, with the added rule that attendees may purchase the item for an established price at any time during bidding hours for the auction in which the item is offered unless bids have surpassed the buy-it-now price. Signs advising attendees of buy-it-now availability and buy- it-now price will be affixed to, or displayed near, all items offered on a buy-it-now basis. Attendees wishing to buy such an item for its posted buy-it-now price may inform a member of the silent auction staff of the attendee's intent and a member of the silent auction staff will assist the attendee in completing the purchase. Once an attendee has signaled his/her intent

to purchase a buy-it-now item for its advertised buy-it-now price to a member of the silent auction staff, the item will no longer be available for bidding and will be considered sold unless and until the transaction cannot be completed. In the event that the transaction is not completed, the item will be returned to the silent auction area, bidding will resume on that item on its original bid board, and bids entered on that bid board prior to the aborted transaction will be honored by SCI.

- Items may be removed from the auction distribution room only by presenting a claim check, which is issued to the purchaser at the time of payment. Auction items may be picked up in the auction distribution room following each auction. On-site shipping will be available for purchase.
- 10. To protect our hunt donors, SCI reserves the right to withdraw any donated hunt from the auction that does not receive a bid of at least 50% of its stated value. If the Convention Committee and/or the auctioneer determines that it is necessary or in SCI's best interest, the hunt may be offered to the last highest bidder at 50% of its stated value before determining that a withdrawal is necessary. If the last highest bidder rejects the offer, the hunt may be considered a no sale and withdrawn and may be resold later. All hunt values are printed in the auction catalog and verified from donor price lists. The auctioneer shall have the sole and final discretion to determine the sale of a donated hunt.
- 11. All firearm (excluding some types of muzzleloaders and bows) purchases made during the Convention will be subject to the Brady Handgun Violence Prevention Act of 1993. After the close of the Convention, all firearms purchased at an SCI auction or won in an SCI raffle will be returned to the SCI Tucson, Arizona offices and shipped to the purchaser's federally licensed dealer of choice. It will be necessary for the purchaser to provide SCI with an original signed copy of the dealer's or their own federal firearm license and a copy of the paid auction statement before shipment can be made. All shipping costs are the responsibility of the purchaser.
- 12. SCI has been advised that donated "worked" ivory may be sold at its auctions, if certain conditions apply. "Worked" ivory must not have been imported under any permit that prohibits the sale of that ivory. Most hunting trophies have come into the U.S. under permits that prohibit sale and cannot be sold. Prospective buyers of ivory should consult local law to ensure that imported possession of ivory is allowed.
- 13. The terms and conditions set forth in the Auction Buyer Policy and the Auction Hunt Policy are hereby incorporated herein by reference.

The purchaser's acceptance of the Buyer's Agreement, online terms and conditions, Silent Auction Bid Sheet, or Silent Auction Sealed Bid Form signifies and guarantees that the purchaser has read and understands the applicable auction policies and procedures and agrees to abide by them in full.

## Sables Auction and Raffle Program Guidelines

The Auction Buyer Policy and the Auction Hunt Policy are applicable to the Sables Auction at the Convention.

**Sables is a part of SCI**. SCI is not a qualified charitable organization. Items donated to SCI and amounts paid to SCI as part of the auction or raffle do not qualify as charitable deductions, unless it is an item sold for the benefit of SCI Foundation, which is a qualified charitable organization.

**Donation Solicitation and Approval**. All donations must conform with SCI Convention Policies set forth herein; provided, that all donations from SCI Sables for SCIF education programs will be eligible to receive and participate in the Priority Points program of SCI.

**Donation Forms**. Complete descriptions (including items purchased or given to the Sables by non-exhibiting companies) must be turned in on then-current SCI Donation Forms to the Convention Committee. Donations from non-exhibiting companies cannot earn Priority Points and must, therefore, appear under the Sables account.

**Auction Slots**. There will be approximately forty live auction slots for the Sables Live Auction. In addition, there will be approximately seventy-five Sables Silent Auction items and ten Super Silent Auction items. The Sables Auction chair and Convention Committee will work together to compile the items to be auctioned. Although the donations for the Sables are dedicated, they shall not require Convention Committee approval. Up to two non-hunt items will be designated as four-day silent auction items with a value of no more than \$10,000 each (as determined by SCI).

**Evening Auction Program Slots**. One single-item auction slot during the Thursday or Friday night auction program will be held for the Sables. Other evening slots may be requested through and upon approval by the Convention Committee. The Sables may request a particular evening, but the Convention Committee will make final determination. Typically, a 70/30 split or 100% donation will be required for the Thursday or Friday night auction (big gun donations are frequently excepted from this guideline). The proposed donation description should be brought to the Convention Committee as early in the annual process as is possible, but in no event later than the deadline for the auction preview.

**Donor Splits**. All donations must be a minimum of 70/30, unless brought to the agenda of and approved by the SCI Convention Committee.

**Donation Promotion/Marketing**. All donation descriptions must go through the approval process currently in place. If Sables wishes to publish donation descriptions in a format

outside its current publications (such as the Sables Newsletter) the Auction Program description must be utilized. This protects SCI, the donor, and the purchaser, as this description is then part of the Buyer's Agreement. All donations from SCI Exhibitors for the Sables program will be handled by the Convention Committee through all existing systems and committees and will be included in all Convention publications as long as they conform to donation and publication deadlines.

Buyer Disputes. See Auction Program and Online Bidding Rules and Regulations.

**Donation Changes**. All changes to accepted/published donations must be approved through the Convention Committee to ensure accuracy of description, value, and change to the auction sales contract.

**Auction On-Site Procedures**. All donations will remain under the control of the Convention Committee inventory procedures in effect from time to time, from pickup through distribution to the purchaser. A special auction crew will be assigned for the Sables event whose duties will include pickup of items, transfer and return to event, and distribution.

**Revenue**. All auction revenue shall be managed through the Convention budget, and post-Convention all revenue and rebate liability will be processed through to the Sables budget. Sables may review or request audits of Sables' rebate liability upon receipt of such information.

Associated Direct and Indirect Costs. Sables' budget will be charged all direct costs, including, but not limited to, the cost of all entertainment, food and beverage, labor, audio/visual and production equipment, lighting and sound systems coordinated and utilized to support the Sables luncheon, live auction and/or show. Any facility or room fee (including ancillary labor charges) shall also be the responsibility of the Sables, Additionally, Sables' budget shall be allocated a proportionate share of indirect costs incurred by SCI associated with the Convention, as formulated below. A Sables designee may review and dispute allocations of expenses after posting. Disputes shall be referred to SCI's finance department for a final decision.

Allocations for Sables indirect expenses shall be limited to the following items and according to the following formulae:

- Donor Hotel Costs: By actual expense
- General Service Contractor: By percentage of total auction slots the Sables have at the Convention
- Security: By percentage of total auction slots the Sables have at the Convention, applied to costs of security at the auction distribution room
- Donor Ribbons: By percentage of total auction slots the Sables have at the Convention
- Drink Tickets for Eligible Donors: By the number of Sables donors receiving drink tickets less those donors eligible for the benefit through donations to SCI

- Printing of Day Auction Guide: By the percentage of total auction slots the Sables have at the Convention
- Printing of Auction Preview Guide: By the percentage of total auction slots the Sables have at the Convention
- Printing of Evening Auction Guide: By the percentage of total auction slots the Sable have in the evening and four-day silent auctions
- Postage for Mailing of Auction Catalogs: By the percentage of total auction slots the Sables have at the Convention
- Other Postage: By the percentage of total auction slots the Sables have at the Convention

**Sables Sweepstakes/Raffles**. Donors requiring Priority Points for a donation to be utilized in a sweepstakes/raffle shall be governed by all applicable Convention Policies, significantly, the policy that sweepstakes/raffle donations must be 100% donated. Items will be selected under the same guidelines as a Sables auction items and submitted on completed donation forms to the Convention Committee. The donors of these raffle items will be eligible for the same allocation of points as other Raffle/Special Donations receiving Priority Points, specifically as 65% of the determined/approved fair market-value, as described in the Priority Points Policy.

#### **Convention Donation Policy**

SCI accepts donations from Exhibitors pursuant to the Exhibitor Contract for use at the Convention for auction or other revenue-producing activities. Donation categories include tangible items, services, hunts or other experience packages; all such donations are subject to review and approval by SCI. Cash donations are also accepted.

SCI shall not be liable to Exhibitor for any loss, damage or expense of any nature claimed to have been suffered by Exhibitor. SCI reserves the right to use an approved donation in whatever way deemed most beneficial to SCI by the Convention Committee or Show Management. Items offered for donation must be described on a Hunt/Fishing Donor Form, Non-Hunt Donor Form or Firearm Donor Form and submitted to SCI by the applicable due date.

A representative from the donor of an auction item of hunts, tangible items and services will be available on-site in the Exhibitor's booth space to discuss details about hunts, tangible items and services before attendees bid at auction.

<u>Friday/Saturday Night Banquet Auctions</u>: The Friday and Saturday night banquet auctions are held in conjunction with SCI's finest dinner and programming events. The amount of recognition and promotion that a donor receives on either of these nights is considerably more than during the other auctions. The additional benefits include the largest number of qualified auction participants in attendance, direct mail promotion, full color Evening Auction Guide exposure, and placement with only a limited number of exclusive items available at the time of sale. The donor may also be identified in "Featured Hunts", "Hunts of SCI," "The Guns of SCI" and/or the "Art of SCI," which appear throughout the year in Safari Magazine and Safari Times. As such, all items must be 100% donations to SCI, and all donations considered for Friday and Saturday night banquet auctions have been deemed by SCI to be the most desirable to attendees. "100% donations" as used herein means that 100% of the proceeds of the auctioned item are paid to SCI, with no portion being paid to the donor.

<u>Donation Benefits</u>: The following additional benefits are available to those Exhibitors submitting a donation to SCI:

- Six complimentary drink tickets for each contracted Exhibitor with a total donor value greater than \$1,500. Drink tickets can be redeemed at any SCI bar during the Convention.
- One complimentary four-day guest badge for each contracted Exhibitor with a total donor value between \$1,500 and \$7,499, or two complimentary guest badges with a total donor value of \$7500 or more.
- Exhibitors submitting donations that net SCI \$15,000 or more of revenue may be reimbursed for up to seven nights for one hotel room, at an SCI block hotel upon submission of a hotel folio, up to a maximum of \$1,250.

#### Auction Non-Hunt, Original Artwork and Jewelry Donation Regulations

#### **Non-Hunts**

Non-Hunt items may be submitted from Exhibitors as part of the Exhibitor Contract. For an item or service to be accepted for auction it must align with the product and/or service within the normal business domain of the contracted Exhibitor. Tangible items for auction must be new products from contracted Exhibitors. SCI and/or SCIF do not accept estate or resale items. Occasionally, an appraised antique or restored firearm will be accepted on a case-by case basis at SCI's sole discretion. No individual item valued at less than \$250 will be accepted.

#### **Original Artwork**

SCI reserves the right to establish estimated ranges for all non-hunt donations, specifically original artwork (including all mediums of brush and sculpture), rather than listing the submitted donor's valuation. It is understood that original artwork, unlike hunt donations with published price lists, is a somewhat subjective purchase and it is difficult to establish accurate values. Donors of original artwork are required to submit biographies, current brochures with prices listed, and the last five available sales of like pieces as a history from the artist or artist's galleries that SCI will consider when establishing the estimated ranges to be used in SCI's publications.

#### **Jewelry**

In order to create confidence from purchasers, each jewelry donation valued over \$20,000 that is not a one-of-a kind piece of wildlife art must be submitted with an independent appraisal. This requirement applies to manufactured or mass-produced jewelry or castings that are not handmade by the jeweler/Exhibitor. If the Exhibitor cannot supply an adequate independent appraisal from a qualified gemologist acceptable to SCI, then it may be necessary for the jewelry to be sent to SCI to allow SCI to conduct its own independent appraisal prior to acceptance and inclusion in auction.

#### Fish / Hunt Donations Policy

#### A. Big Game Hunts

#### **United States**

- 1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
- 2. There is no minimum number of hunting days, but lengths of donated hunts must be consistent with those of hunts for regular clients.
- 3. There are no minimum numbers of hunters or non-hunters.
- 4. Daily rates and guide service must be included.
- 5. Accommodations and meals during the hunt must be included.
- 6. All trophy handling and processing costs, including shipping, must be clearly noted and costs estimated.
- 7. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
- 8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
- 9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
- 10. All hunts must be approved by the Convention Committee for sale at auction.

#### Canada and Mexico

- 1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
- 2. There is no minimum number of hunting days, but lengths of donated hunts must be consistent with those of hunts for regular clients.
- 3. If only one hunter is included, donation must also include at least one non-hunter.
- 4. Daily rates and guide service must be included.
- 5. Accommodations and meals during the hunt must be included.
- 6. All trophy handling and processing costs, including shipping, must be clearly noted and costs estimated.

- 7. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
- 8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
- 9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
- 10. All hunts must be approved by the Convention Committee for sale at auction.

#### **Africa**

- 1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
- 2. Donation must include at least seven days of hunting, not including travel days.
- 3. If only one hunter is included, donation must also include at least one non-hunter.
- 4. Daily rates and guide service must be included.
- 5. Accommodations and meals during the hunt must be included.
- 6. All trophy handling and processing costs, including shipping and fees, must be clearly noted and costs estimated.
- 7. Any costs incurred by the purchaser not included in the donation must be clearly noted and estimated.
- 8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
- 9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
- 10. All hunts must be approved by the Convention Committee for sale at auction.

#### South Africa and Namibia

- 1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
- 2. Donation must include at least five days of hunting, not including travel days.
- 3. If only one hunter is included, donation must also include at least one non-hunter.
- 4. Daily rates and guide service must be included.
- 5. Accommodations and meals during the hunt must be included.

- 6. All trophy handling and processing costs, including shipping and fees, must be clearly noted and costs estimated.
- 7. Any costs incurred by the purchaser not included in the donation must be clearly noted and estimated.
- 8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
- 9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
- 10. All hunts must be approved by the Convention Committee for sale at auction.
- 11. All South African and Namibian hunts must include a minimum of \$3,000 in trophy fees (not including government fees) for each hunter for animals taken. All trophy fees must be consistent with those for all regular clients.
- 12. To be considered for sale at live auction, a hunt must include trophy fees for one dangerous game species or a minimum of trophy fees for at least six species listed in Appendix A for each hunter.

#### All Other Locations

- 1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
- 2. Donation must include at least five days of hunting, not including travel days. Spanish hunts may be donated with the provision that the hunt for each species ends if three reasonable chances are missed or passed over.
- 3. If only one hunter is included, donation must also include at least one non-hunter.
- 4. Daily rates and guide service must be included.
- 5. Trophy fees, medal surcharge fees, and license fees must be included.
- 6. Accommodations and meals during the hunt must be included.
- 7. All trophy handling and processing costs, including shipping and fees, must be clearly noted and estimated.
- 8. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
- 9. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
- 10. Trophy fees and donor's valuation of hunt must be consistent with fair market values.

11. All hunts must be approved by the Convention Committee for sale at auction.

#### Wing/Bird Hunts

- 1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
- 2. Donation must include at least five days of hunting, not including travel days.
- 3. If only one hunter is included, donation must include at least one non-hunter.
- 4. Daily rates must be included.
- 5. Accommodations and meals during the hunt must be included.
- 6. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
- To be sold at live auction, donation must include fifteen field days (one field day is one hunter in the field for one day; three hunters in the field for one day is three field days).
- 8. All hunts must be approved by the Convention Committee for sale at auction.

#### **Fishing Trip Donations**

#### North America

- 1. All transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
- 2. Donation must include at least three days of fishing, not including travel days.
- 3. If only one angler is included, donation must include at least one non-angler.
- 4. Daily rates must be included.
- 5. Accommodations and meals during the trip must be included.
- 6. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
- 7. All fishing trips must be approved by the Convention Committee for sale at auction.

#### All Other Locations

1. All transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.

- 2. Donation must include at least five days of fishing, not including travel days.
- 3. If only one angler is included, donation must include at least one non-angler.
- 4. Daily rates must be included.
- 5. Accommodations and meals during the trip must be included.
- 6. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
- 7. All fishing trips must be approved by the Convention Committee for sale at auction.

#### Appendix A – Donation Policy

Big Game Species Accepted in Southern African Hunt Donations

- African Wild Cat
- Aoudad (Barbary Sheep)
- Blesbok
- · Blesbok, White
- Bontebok
- Bushbuck, Cape
- Bushbuck, Limpopo
- Bushpig
- Cape Buffalo
- Caracal
- Civet, African
- Crocodile, Nile
- Dik-dik, Damara
- Duiker, Natal Red
- Duiker, Southern Bush
- Eland, Cape
- Elephant, African
- Gemsbok
- Gemsbok, Golden Kalahari
- Grysbok, Cape
- Grysbok, Sharpe
- Hartebeest, Cape or Red
- Hippopotamus
- Impala, Southern
- Klipspringer

- Kudu, Eastern Cape Greater
- Kudu, Southern Greater
- Lechwe, Common
- Leopard, African
- Nyala, Common
- Oribi, Common
- Reedbuck, Common
- Reedbuck, Southern Mountain
- Rhinoceros, Southern White
- Roan, Southern
- Sable, Common
- Serval
- Springbok, Black
- Springbok, Copper
- Springbok, Kalahari
- Springbok, South African
- Steenbok
- Suni, Livingstone
- Tsessebe
- Vaal Rhebok
- Warthog
- Waterbuck, Common or Ringed
- Wildebeest, Black
- Wildebeest, Blue
- Zebra

## Convention Show Floor & Event Disclaimer Policy

SCI DOES NOT WARRANT, GUARANTEE, OR MAKE ANY REPRESENTATION REGARDING THE AVAILABILITY, ACCURACY, COMPLETENESS, FITNESS, RELIABILITY, OR SUITABILITY OF ANY GOODS, SERVICES, PRODUCTS, TRAVEL, HUNTING TRIPS OR OTHER TRIPS PROVIDED BY EXHIBITORS OR VENDORS TO ATTENDEES OF ANY SCI FUNCTION.

Through the SCI Convention you are able to make purchases from exhibiting companies which operate outside of SCI. Exhibitors at SCI's Convention are independent entities and, as such, do not represent SCI. Claims they make and opinions they express do not necessarily represent the viewpoint of SCI. Any reliance you place on information provided by Exhibitors is strictly at your own risk.

In no event will SCI be liable for any loss or damage including without limitation, indirect or consequential loss or damage, or any loss or damage whatsoever arising from loss out of, or in connection with, the sales, contracts or agreements made with Exhibitors in connection with your attendance at the SCI Convention.

SCI makes every effort to make available on the Show Floor Exhibitors that offer the quality products, goods, services and hunting trips that our attendees request. SCI has no control over the business arrangements of those companies participating as Exhibitors. The inclusion of companies as Exhibitors in the SCI Convention does not necessarily imply a recommendation or an endorsement of them.

IN CONSIDERATION OF BEING PERMITTED TO PARTICIPATE IN THE CONVENTION ON THE CONVENTION FLOOR, EACH ATTENDEE, ON BEHALF OF HIMSELF/HERSELF, ATTENDEE'S SPOUSE, HEIRS. REPRESENTATIVES, EXECUTORS, ADMINISTRATORS, REPRESENTATIVES AND ANY OTHER PERSON CLAIMING ON ATTENDEE'S BEHALF, HEREBY FREELY AND VOLUNTARILY RELEASES AND FOREVER DISCHARGES AND HOLDS HARMLESS SCI, SCI FOUNDATION AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND REPRESENTATIVES, (COLLECTIVELY, "RELEASED PARTIES") FROM ANY AND ALL LIABILITY, CLAIMS, DAMAGES, PERSONAL INJURY, PROPERTY DAMAGE, AND DEMANDS OF WHATEVER KIND OF NATURE, EITHER IN LAW OR IN EQUITY, WHICH ARISE FROM PARTICIPATING IN THE CONVENTION ON THE SHOW FLOOR, AND ANY EMERGENCY MEDICAL TREATMENT, FIRST AID TREATMENT OR MEDICAL SERVICE RENDERED IN CONNECTION WITH THE CONVENTION.

# Corporate Sponsor Booth Assignment/Selection Rules & Regulations

Booth exhibit space is offered to corporate sponsors on an equivalent Convention ranking based on a corporate sponsor's annual gross dollar sponsorship. Priority Points are not granted as an incentive for a corporate sponsorship. Corporate sponsors are placed at the appropriate rank listed below after SCI Exhibitors at that rank are placed. If one or more corporate sponsors share the same rank they will be placed when a fully executed contract is received. This placement allows the corporate sponsor to be blended with other ranked Exhibitors on the Show Floor while a sponsorship contract is in effect. Corporate sponsor placement rankings will be applied as follows:

Annual Corporate Sponsor Donation Gross Sum	Placement Ranking
\$250,000.00 or above	50
\$200,000.00 - \$249,000.00	100
\$150,000.00 - \$199,999.00	150
\$100,000.00 - \$149,999.00	200
\$ 75,000.00 - \$ 99,999.00	225
\$ 50,000.00 - \$ 74,999.00	250
\$ 25,000.00 - \$ 49,999.00	300

Corporate sponsors with a gross commitment of under \$25,000.00 will not be considered for booth exhibit space as part of their corporate sponsorship package and any related Exhibitor will be placed according to its Priority Points. A corporate sponsor who is also an Exhibitor with a Placement Ranking based on its accumulated Priority Points that is a higher Placement Ranking than that which would otherwise be provided based on the Annual Corporate Sponsor Donation Gross Sum Placement Ranking noted above, will be placed in accordance with the higher ranking.

All corporate sponsors with booth exhibit space are required to comply with all of SCI Convention Policies and shall be responsible for costs and fees as required in the Exhibitor Contract and SCI Convention Policies.

#### Guide & Outfitters Association Program Booth Space Rules

Complimentary booth space under the Guide & Outfitters Association Program is regulated by Show Management. Consideration for complimentary space is at the sole discretion of SCI Show Management based on the recommendation of the Guide & Outfitters Committee.

- One 10'x10' booth may be given on a complimentary basis to a Convention Committee-approved association at SCI's sole discretion. This program may be discontinued at any time if the space is unavailable due to paid Exhibitor needs, size of exhibit hall, change of venue or for any other event or circumstance that makes the program impracticable.
- 2. The complimentary booth must be used for the sole purpose of representing association members and is for informational purposes only selling or soliciting of any kind is strictly prohibited.
- 3. The complimentary booth will be assigned in the Guide & Outfitters Association area of the Show Floor. If the association chooses to purchase one or more booths on the main Show Floor (subject to availability pursuant to existing selection process), then the complimentary booth may be assigned next to the paid booth. The association shall be responsible for costs of exhibition.
- 4. The complimentary booth includes up to two Exhibitor badges, the names of which must be submitted by the association before the annual deadline.
- 5. The complimentary booth must be manned by the association's representatives and used for the agreed upon purpose and may not be used for any purpose by any other business entity or individual.
- 6. The association is required to comply with all of SCI Convention Policies when using the complimentary booth despite receiving such booth without the obligation of a donation.
- 7. Attendance at applicable Guide & Outfitters Association meetings on-site at SCI's Convention is required to participate in this program.

## Exhibitor Partnership Placement Program<sup>2</sup>

#### A. Exhibitor Contract and EPP Program Forms

Under the Exhibitor Partnership Placement ("EPP") Program, and current SCI Convention Policies, each Exhibitor must execute an Exhibitor Contract annually with SCI in order to exhibit or be occupying booth space, or any portion thereof, at the SCI Convention. The Exhibitor Contract details the terms and conditions of being an Exhibitor at the Convention. Each Exhibitor must also abide by the SCI Convention Policies, incorporated into the Exhibitor Contract. The EPP Program permits certain affiliated Exhibitors to have their booth placement together and allows the Main Exhibitor (defined below) to select booth space for the Affiliate Exhibitor(s) (defined below).

#### B. Definitions and Documentation

To submit information for the EPP Program, a Main Exhibitor must complete an Exhibitor Partnership Placement Form ("EPP Form") and Submission Checklist to the EPP Form, and each Affiliate Exhibitor must complete an EPP Affiliate Confirmation ("EPPAC") Form.

Main Exhibitor. The Exhibitor with the higher Priority Points accumulation among the affiliated Exhibitors desiring to have booths at Convention located together is referred to as the "Main Exhibitor" (defined below). To qualify as a Main Exhibitor, the Exhibitor must have exhibited at an SCI Convention for at least 5 prior years, and adhere to all SCI Convention Policies.

Affiliate Exhibitor. In order to qualify as an "Affiliate Exhibitor", an Exhibitor must establish it is affiliated with the Main Exhibitor in one of the following ways:

- i. The Main Exhibitor and the Affiliate Exhibitor have common ownership; and/or
- ii. The Main Exhibitor and the Affiliate Exhibitor have common management; *and/or*
- iii. The Main Exhibitor and the Affiliate Exhibitor have an ongoing and documented business relationship and/or history, the primary purpose of which is not to establish an "affiliate" relationship for purposes of booth selection or to gain another advantageous exhibitor status at the SCI Convention or any such similar convention.

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<sup>&</sup>lt;sup>2</sup> As of March 1, 2021, SCI replaced its previous designation of companies as Additional Booth Occupants ("ABOs"), and the attendant program associated with such ABOs, in its entirety with the Exhibitor Partnership Placement ("EPP") Program.

An "ongoing and documented business relationship and/or history", for purposes of the EPP, exhibitors may submit for review such documentation as they anticipate will establish both the required ongoing business relationship and will demonstrate a purpose other than primarily for booth selection purposes at this or other conventions. SCI will consider documentation submitted with the EPP Form, but reserves the right, in its sole discretion, to request additional information/documentation to ensure an adequate affiliate relationship exists to permit an Affiliate Exhibitor to be removed from its usual booth selection position based on Priority Points and placed in a booth selected by the Main Exhibitor. Exhibitors should be ready to submit promptly any additional materials requested by SCI so as not to delay the processing of their EPP Program Forms, which could delay their booth selection.

Unless SCI grants a waiver, which it may do in years after adequate documentation is provided with an EPP Form or an EPPAC Form, the Main Exhibitor and Affiliate Exhibitor must attach to their respective EPP Form and EPPAC Form information sufficient to establish the affiliate relationship, as described above, for each Affiliate Exhibitor. SCI reserves the right to request additional documentation of such ongoing business relationship for purposes of establishing the necessary relationships for Exhibitors to qualify for the EPP Program.

#### C. Requirements and Limitations of Participation in EPP Program

To participate in the EPP Program, each Exhibitor involved must meet and agree to the following requirements and limitations, as applicable:

- A Main Exhibitor must have exhibited at an SCI Convention for a minimum of five years prior to the booth selection for the Convention in issue.
- 2. The Main Exhibitor must:
  - a. Submit completed EPP Form and Submission Checklist;
  - b. Pay the booth fee applicable to the booth to be occupied by each such Exhibitor;
  - c. By the deadlines set forth in the Exhibitor Contract, and in compliance with the SCI Convention Policies, donate an auction item generating revenue of not less than \$1,000 or make a minimum donation of \$1,000 in cash, per each 10 x 10 booth; and
  - d. Pay the EPP fee of \$1,500 per Affiliate Exhibitor by the due date for all final payments as set forth in the Exhibitor Contract (an EPP fee of \$1,500 is required for each Affiliate Exhibitor for which the Main Exhibitor selects booth space).

### 3. An Affiliate Exhibitor must:

- a. Submit completed EPPAC Form;
- b. Pay the booth fee applicable to the booth to be occupied by each such Exhibitor:
- c. By the deadlines set forth in the Exhibitor Contract, and in compliance with the SCI Convention Policies, donate an auction item generating revenue of not less than \$1,000 or make a minimum donation of \$1,000 in cash, per each 10 x 10 booth; and
- d. Pay by the due date for all final payments as set forth in the Exhibitor Contract, an EPP fee of \$1,500 as an Affiliate Exhibitor.
- 4. No Affiliate Exhibitor may also be a Main Exhibitor.
- 5. No Main Exhibitor may enter more than a single EPP Program arrangement.
- 6. No Affiliate Exhibitor may be an Affiliate Exhibitor with more than a single Main Exhibitor.

### D. No Assignment, Transfer, Share, Sublet, or Other Benefit

No Exhibitor, even if designated a Main Exhibitor or an Affiliate Exhibitor, may assign, transfer, share, sublet, license, offer for sale, or in any other manner allow or permit a person or business of whatever type, in return for a benefit of whatever nature, to occupy or use in any manner, a booth or any portion thereof, that is assigned to such Exhibitor under the Exhibitor Contract executed with SCI. A Main Exhibitor's selection and reservation of booth space for an Affiliate Exhibitor is not a violation of this provision.

Violations of this provision may result in Exhibitor's removal from the Convention at the sole cost and expense of the violating party, suspension or revocation of the opportunity to participate in future SCI-sponsored events or conventions, forfeiture of Priority Points, or monetary penalties assessed for costs incurred by SCI or revenue forgone by SCI due to such violation.

### E. Questions – Contact Information

Questions with respect to the EPP Program may be directed to the Exhibits Coordinator or sent by email to exhibitor@safariclub.org.

## **Exhibitor Rules & Regulations**

All Exhibitors at the Convention are required to comply with all SCI Convention Policies and Procedures, including, but not limited to, the following:

<u>Deposit</u>: A minimum deposit of 50% per 10 x 10 booth space fee will be required to request booth space at SCI's Convention. The amount of deposit varies based upon booth location. Cancellation by Exhibitor or by SCI (due to Exhibitor's failure to adhere to the payment schedule set out in the Exhibitor Contract) prior to October 1st of the applicable year shall result in forfeiture of 50% of the Total Charges (as defined in the Exhibitor Contract) or an obligation by Exhibitor to remit same to SCI upon such cancellation. Cancellation by Exhibitor or SCI (due to Exhibitor's failure to adhere to the payment schedule set out in the Exhibitor Contract) shall result in an obligation by Exhibitor to remit the Total Charges to SCI in full upon such cancellation. No amount of the Total Charges shall be applied to any other amount owed by Exhibitor to SCI pursuant to any other arrangement, agreement, or contract.

<u>Contract</u>: The Exhibitor Contract and attendant payments must be remitted to SCI in accordance with the terms and conditions of the Exhibitor Contract and failure by Exhibitor to do so will result in reserved booths being returned to inventory and available to other Exhibitors. Despite any such return to inventory, Exhibitor shall not be relieved of any obligations or liabilities included in the Exhibitor Contract or these SCI Convention Policies with respect to obligations or liabilities intended to survive such event.

<u>Representative</u>: The authorized signer of the Exhibitor Contract shall be the official representative of the Exhibitor for purposes of the Convention and shall have the sole authority to act on behalf of the Exhibitor in all matters relating to the Convention. Such representative must be a full national or international SCI Member in good standing, and be authorized by the Exhibitor to legally bind Exhibitor, in order to enter into the Exhibitor Contract.

**Badging**: Two Exhibitor badges are included with each booth leased and Exhibitor must provide badge names prior to the Convention commencement. Additional badges must be obtained in accordance with the Convention Access Policy. Badges must be worn at all times and are not transferable nor can they be shared.

<u>Booth Assignment</u>: Ultimate configuration and assignment of exhibit space is at the sole and exclusive discretion of SCI. SCI reserves the right to withhold a portion of the exhibit hall from the Exhibitor booth selection process, which such space may be assigned at the sole and exclusive discretion of SCI.

**Booth exhibit space** is offered to returning Exhibitors for selection based on such Exhibitor's total accumulated Priority Points. If two or more returning Exhibitors have the same number of Priority Points, the donation will be the deciding factor. All Exhibitors with Priority Points will be "ranked" following each year's annual Convention based upon SCI's Priority Point Policy.

SCI may, at its sole discretion, limit the maximum number of booths allocated to Exhibitors on a Convention-by-Convention basis. No Exhibitor is entitled to the same or an expanded booth size in any future Convention. SCI may, in its sole discretion, implement a 'Booth Cap' whereby no Exhibitor will be allowed to increase its allocation of booths and no Exhibitor will be allocated booths beyond a maximum number designated by SCI.

Allocated space of more than one booth to one Exhibitor must be adjacent, adjoining or contiguous on the Show Floor. Booth space for one Exhibitor in separate locations on the Show Floor is not permitted without express written consent from SCI Show Management.

New Exhibitors will be considered for booth space based upon the following prioritization: (a) the type of product or service offered (consideration will be given first to those companies whose product or service is most closely aligned with the needs and interests of SCI Members); (b) the type and value of donations offered in conjunction with the request; and (c) the date of booth deposit.

### **Set-Up and Tear Down:**

All Exhibitors and booths must conform to the Convention Booth Guidelines, contained herein.

Exhibitors must begin booth set-up no later than Noon (local time) on the Tuesday prior to the Wednesday Show opening. SCI highly recommends that Exhibitors begin booth set-up at the earlier dates and times they are assigned/provided.

Not later than 2:00 p.m. (local time) on the Tuesday prior to Show opening, all displays and dioramas must be in place, and all cartons, containers and refuse removed from aisles in order to facilitate placement of aisle carpet. Any booth not set up by 6:00 p.m. on Tuesday shall be forfeited as there will be no set-up allowed after that time.

Exhibitors may not begin any tear-down or packing, and must remain open until the Show closing at 5:00 p.m. on the Saturday of the Show.

<u>For safety reasons, children under the age of 16 years are NOT permitted on the Show</u> floor during set-up and tear-down.

<u>Operations and Conduct</u>: Show Management reserves the right to require Exhibitor to remove any merchandise, products, services, materials, brochures, exhibits, presentations, graphics, videos, slide shows or information displayed or promoted by Exhibitor in the event SCI, in its sole discretion, determines such materials are offensive or contrary to SCI's philosophy, brand image and reputation, and/or Code of Ethics. Show Management may also monitor noise levels for appropriate level and, if requested, Exhibitor agrees to comply with reduction of same. All promotion activities and conduct of business of Exhibitor must be conducted within Exhibitor's booth space; any conduct of business by Exhibitor outside such booth space will be a material breach of the Exhibitor Contract, and may result in expulsion of Exhibitor.

**Advertising**: The Exhibitor shall not distribute or permit to be distributed, any advertising matter, literature, souvenir items or promotional materials, in or about the exhibit areas, except within the Exhibitor's own reserved space. Exhibitors may contact Show Management for advertising and sponsorship opportunities at Convention.

<u>Taxidermy</u>: Only contracted Exhibitors are authorized to display their pieces at the Convention and must do so in accordance with the Show Décor Guidelines herein.

<u>Compliance With Laws</u>: The Exhibitor agrees to comply with, and be bound by, all laws of the United States, state laws, and local ordinances, and, wherever applicable, all rules and regulations of local police and fire departments, and those policies and criteria, which have been established by the contracted facility and SCI for the exhibit areas designated.

<u>Food and Beverage Service</u>: The contracted facility has the exclusive food and beverage distribution rights. No Exhibitor shall have the authority to sell food and/or beverage at the Convention. In addition, exhibitors are prohibited from distributing any food and/or beverage (e.g., water, wine, snacks) at the Convention without prior written consent of SCI <u>and</u> the contracted facility. Violation of this policy is grounds for immediate removal from the Convention and/or other penalties.

Loss and Theft: SCI shall provide the services of a reputable security agency during the Convention and period of installation and dismantling booth; however, SCI is not responsible for the loss or theft of items and urges Exhibitor to exercise prudent precautions to discourage loss due to theft or any other cause. Exhibitor agrees that the provision of such services constitutes adequate discharge, if any, to supervise and protect Exhibitor's property at the Convention. Exhibitor may furnish additional guards upon prior approval of such additional guards by SCI and is urged to insure Exhibitor's property at Exhibitor's own cost and expense, as SCI shall not be held responsible for property left on the Show Floor or elsewhere at the Convention.

**Exhibitor Appointed Contractor**: If Exhibitor plans to use a third party contractor for installation or dismantle of a booth display, Exhibitor must complete the "Third Party Authorization" form for SCI's approval no less than thirty (30) days prior to the Convention.

<u>Indemnity</u>: Exhibitor agrees to indemnify, defend and hold harmless SCI, the Convention facility, Show Management, and their respective owners, managers, officers, governing boards, members, agents, servants, employees and other representatives (collectively, the "Indemnitees") from any and all claims, demands, costs, liabilities, losses, expenses or damages, including reasonable attorneys' fees and costs (each, a "Claim") arising out of or in connection with any breach of the terms of the Exhibitor Contract or these SCI Convention Policies. Exhibitor expressly assumes all liability for the actions or omissions of each such individual or entity, including individuals present at the Convention on behalf of or by invitation of Exhibitor.

<u>Violations</u>: The Exhibitor shall be bound by SCI Convention Policies and by such additional rules and regulations which may be established by the Convention facility from time to time. In the event of violation of any of the same, Exhibitor may be subject to removal, at the sole cost and expense of Exhibitor.

## Convention Booth Guidelines

### **General Information**

SCI's booth rules and regulations provide Exhibitors with all the information necessary to properly design and build exhibits, as well as plan their booth space layout and content. By following these booth guidelines Exhibitors are assured an environment conducive to successful interaction with Convention audiences, regardless of booth size or location. It is the responsibility of each Exhibitor to follow the booth guidelines accordingly. Please contact SCI at 520-620-9313 or email at exhibit@safariclub.org for any booth design allowances and SCI approval of booth design exemptions. Unauthorized booth displays risk removal from the Convention Show Floor.

### **Booth Dimensions**

Floor plan design in increments of 10ft (3.05m) has become the de facto standard in the United States. A single booth is most commonly 10ft (3.05m) wide and 10ft (3.05m) deep.

The maximum back wall height limitation varies among the types of booths at the Convention. In general, a booth back wall cannot measure higher than 10ft. Specific booth designs are described in detail herein.

### **Linear or Perimeter Booths**

### **Booth Description**

Also called "In-Line" booths, these booths are generally arranged in a series of rows along a straight line. Linear and Perimeter booths have only one side exposed to an aisle. The differences between a Linear and a Perimeter booth are simple; a Linear booth backs up to another Linear booth with a height restriction of 10ft, while a Perimeter booth backs up to a wall allowing for a height restriction of 12ft.

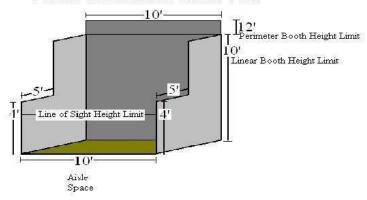
### **Dimensions and Use of Space**

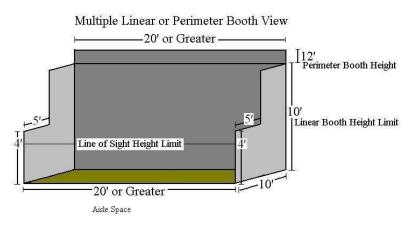
**Floor Space**: A Linear or Perimeter booth measures at a minimum of 10ft x 10ft, or more depending on the number of adjoining booths (i.e., 10ft x 20ft, 10ft x 30ft, 10ft x 40ft).

**Back Wall Dimension**: A Linear booth has a back-wall height limit of 10ft, while a Perimeter booth has a back wall height limit of 12ft.

**Side Walls – Line of Sight Height Restriction**: The booth side walls measure 10ft across, however the first 5ft of the right and left booth side walls facing the aisle are restricted to a height of 4ft to conform to line of sight visibility. The 5ft of side wall connected to the rear of the booth back wall can be constructed up to a height limit of 10ft for a Linear booth and 12 ft for a Perimeter booth.

### Linear or Perimeter Booth View





As of 15 May 2018

**Booth Space Usage**: A Linear or Perimeter booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

**Signs and Banners**: Signs and Banners are permitted within the framework of the booth space/design but cannot exceed the 10ft height restriction of a Linear booth and 12ft height restriction for a Perimeter booth. Hanging signs or banners from the ceiling are not authorized for Linear booths, while very few exceptions may be made for Perimeter booths.

### **Corner Booths**

### **Corner Booth Description**

A Corner booth is a Linear booth exposed to aisles on two sides. All other guidelines for Linear booths apply. The maximum back wall height is 10ft. The wall adjoining two Corner booths is the back wall for all Linear Corner booths.

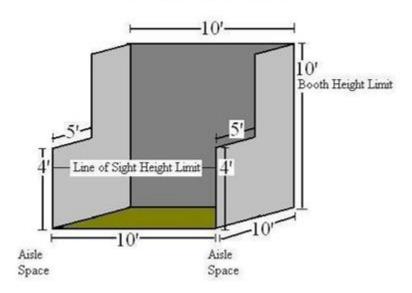
### **Dimensions and Use of Space**

Floor Space: A Corner booth measures at a maximum of 10ft wide x 10ft deep.

**Back Wall Dimension**: There is a 10ft maximum height restriction for the Corner booth back wall.

**Side Walls – Line of Sight Height Restriction**: The booth side walls measure 10ft across, however the first 5ft of the right and left booth side walls facing the aisle are restricted to a height of 4ft to conform to line of sight visibility. The 5ft of side wall connected to the rear of the booth back wall can be constructed up to a height limit of 10ft.

### Corner Booth View



**Booth Space Usage**: A Corner booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

**Signs and Banners**: Signs and Banners are permitted within the framework of the booth space/design but cannot exceed the 10ft maximum height restriction of the booth. The hanging of signs or banners from the ceiling is not authorized for a Corner booth.

### **End Cap Booths**

### **End Cap Booth Description**

An End-Cap Booth is exposed to aisles on three sides and is composed of the first two side by side booths facing a major aisle of any booth row. Adjoining booths located directly behind the End Cap booth form the remainder of the booth rows.

### **Dimensions and Use of Space**

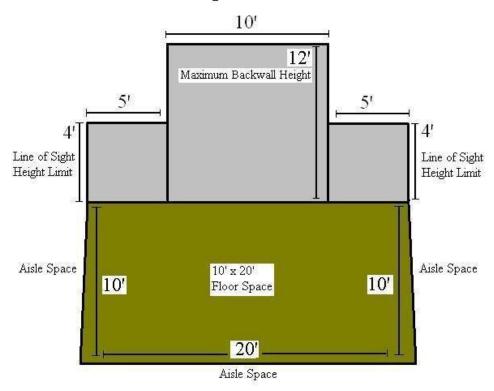
Floor Space: An End Cap booth measures at a maximum of 10ft deep x 20ft wide.

**Back Wall Dimension – Line of Sight Height Restriction**: There is a height restriction of a maximum of 12ft for the centered 10ft of the booth back wall. The remaining 5ft to

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the left and right of the back wall are restricted to a height of 4ft to conform to line of sight visibility.

### End Cap Booth View



**Booth Space Usage**: An End Cap booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

**Signs and Banners**: Signs and Banners are permitted within the framework of the booth space/design but cannot exceed the 12ft height restriction of the booth. Hanging signs or banners from the ceiling is not authorized for end cap booths.

### Peninsula Booth

### **Peninsula Booth Description**

A Peninsula booth is exposed to aisles on three sides and is composed of minimum booth space of 20ft wide by 20ft deep or more. Adjoining booths forming the remainder of the booth rows are located directly behind a Peninsula booth.

### **Dimensions and Use of Space**

**Floor Space**: A Peninsula booth measures at a minimum of 20ft wide x 20ft deep or more. The booth size distinguishes a Peninsula booth from an End Cap type booth.

**Back Wall Dimension – Line of Sight Height Restriction**: There is a maximum height restriction of 12ft and a width restriction of 10ft for the centered part of the booth back

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wall. The remaining 5ft to the left and right of the back wall facing the aisle are restricted to a height of 4ft to conform to line of sight visibility.

Peninsula Booth View

# Line of Sight Height Limit 20' or Greater Aisle Space Aisle Space

**Booth Space Usage**: A Peninsula booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

20'

Aisle Space

**Signs and Banners**: Signs and banners are permitted within the framework of the booth space/design not to exceed the maximum 12ft height limit of the booth back wall. Additionally, the hanging of signs and banners from the ceiling is permitted but cannot exceed the 20ft height restriction while the sign or banner must be centered above the booth space. The size of the hanging sign or banner is limited to within the floor space of the booth design. The cost of hanging a sign or banner is the responsibility of the exhibiting company.

### **Island Booth**

### **Island Booth Description**

Aisle Space

An Island booth is exposed to aisles on all four sides. The entire floor space, with limitations, is permitted for booth display. Adjacent booths are located directly across the aisles from an Island booth to form the remainder of the Show Floor.

### **Dimensions and Use of Space**

**Floor Space**: An Island booth measures at a minimum of 20ft x 20ft or more, depending on the number of adjoining booths.

**Booth Wall Dimension**: Typically, Island booths are permitted to be enclosed by a wall restricted to a maximum height of 12ft. The entire cubic content of the space may be used up to the maximum allowable height.

**Line of Sight Height Restriction**: Though not necessary, line of sight consideration is encouraged to be incorporated into an Island booth design to allow for visibility of adjacent Exhibitors. Please follow line of sight booth guidelines for all other booths.

# Aisle Space Aisle Space Aisle Space 20' or Greater Aisle Space Aisle Space Aisle Space Aisle Space Aisle Space

### Island Booth View

**Booth Space Usage**: The entire floor space of an Island booth is allowed to be set up for booth display.

**Signs and Banners**: Signs and banners are permitted within the framework of the booth space/design not to exceed the maximum 12ft height limit of the booth walls. Additionally, the hanging of signs and banners from the ceiling is permitted but cannot exceed the 20ft height restriction while the sign or banner must be centered above the booth space. The size of the hanging sign or banner is limited to within the floor space of the booth design. The cost of hanging a sign or banner is the responsibility of the exhibiting company.

### **L-Shaped Booth**

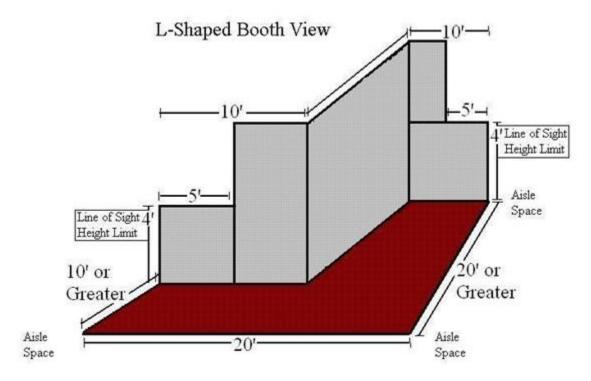
### **L-Shaped Booth Description**

An L-Shaped booth is exposed to aisles on three sides and is composed of a minimum of three booths. Adjoining booths forming the remainder of the booth rows are located directly behind an L-Shaped booth.

### **Dimensions and Use of Space**

**Floor Space**: An L-Shaped booth measures at a minimum of 20ft wide x 20ft deep or more.

Back Wall Dimension – Line of Sight Height Restriction: There is a height restriction of a maximum of 10ft for the booth back wall. Additionally, the first 5ft of the side walls facing the aisle are restricted to a height of 4ft to conform to line of sight visibility.



**Booth Space Usage**: An L-Shaped booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

**Signs and Banners**: Signs and banners are permitted within the framework of the booth space/design but cannot exceed the 10ft height limitation of the booth back wall. The hanging of signs or banners from the ceiling is not authorized for an L-Shaped booth.

### **Walk Thru Booth**

### **Walk Thru Booth Description**

A Walk Thru booth is exposed to aisles on the left and right side, and is directly in front of and behind adjoining sets of booths. Walk Thru booths are not generally authorized due to their unusual booth space configuration and interference with neighboring booths, however SCI can consider approval of a walk thru booth measuring at a minimum of 20ft wide x 20ft deep or greater.

### **Dimensions and Use of Space**

**Floor Space**: A Walk Thru booth measures at a minimum of 20ft wide x 20ft deep or more, depending on the number of adjoining booths within the Walk Thru space.

**Back Wall Dimension**: There is a height restriction of a maximum of 10ft for the center wall of the booth back walls on either adjoining set of booths.

**Line of Sight Height Restriction**: The first 5ft of the left or right side of the booth back walls facing the aisle are restricted to a height of 4ft to conform to line of sight visibility.

### 10'Line of Sight 4 Line of Sight Heigth Limit Heigth Limit Aisle Space 10' 20' or Space Greater Line of Sight 4 Line of Sight Heigth Limit Heigth Limit 20'

### Walk Thru Booth View

**Booth Space Usage**: A Walk Thru booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

**Signs and Banners**: Signs and banners are permitted within the framework of the booth space/design but cannot exceed the height limitation of the booth. The hanging of signs or banners from the ceiling is not authorized for a Walk Thru booth.

### **Other Important Considerations**

### **Booth Space/Usage Restrictions**

Booth space exemption requests for any booth design intended to deviate from SCI booth guidelines, rules and regulations must be submitted to SCI show management no later than September 1st prior to show start date. Booth design exemptions must be submitted and approved prior to booth construction. Any booth design exemption not submitted for SCI approval prior to the September 1st deadline will be considered unauthorized. While booth space exemptions are not guaranteed, SCI will review the Show Floor, adjacent and adjoining booth space, and (if necessary) contact the applicable show host city and state agencies to ensure such requested exemption complies with relevant restrictions when considering approval. Line of sight restrictions will also be considered to ensure that all Exhibitors receive their expected visibility and business opportunity. Please be sure to include booth design drawings depicting structural integrity, maximum load capacity and OSHA safety certification (if applicable) with any request for booth space or design exemptions.

### **Canopies and Ceilings**

Canopies, including ceilings, umbrellas and canopy frames, can be either decorative or functional (such as to shade computer monitors from ambient light or for hanging products). However, the use of canopies should not interfere with adjoining or adjacent booth space and must comply with booth line of sight requirements and booth height restrictions.

The base of the canopy should not be lower than 7ft from the floor or within 5ft of any aisle. Canopy supports should be no wider than three inches (3"). This applies to any booth configuration to comply with sight line restrictions. Fire and safety regulations in many facilities may also impact acceptable canopy use.

### Hanging Signs, Banners & Graphics

Hanging signs, banners and graphics are permitted in all standard Peninsula and Island Booths, usually to a maximum allowable height of 20ft from the Show Floor. Whether suspended from above, or supported from below, they should comply with all ordinary use of space requirements, and the design of hanging signs, banners and graphics must be submitted to SCI show management no later than September 1st prior to show start date.

### Vehicles

Generally, it is required that vehicles on display have less than a ¼ tank of gas. The filler cap should be sealed, and the batteries disconnected.