



2021 IPEIA Conference & Exposition
25th IPEIA Conference

IPEIA 2021

Exhibitor Package



If you need to meet integrity experts, you need to be at IPEIA!

March 1 – March 5, 2021

Banff Centre

Banff, Alberta, Canada



IPEIA invites you to exhibit at the 25th 2021 Conference and be a member of the pressure equipment integrity industry in Banff!

This is a unique opportunity to bring together key contributors and supporters of the industry to the majestic Rocky Mountains in the beautiful town of Banff, AB to celebrate IPEIA's 25th Anniversary.

IPEIA recognizes that we are experiencing a unique situation with this uncertain time. We want to offer you more time to make the decision to secure your booth and/or sponsorship opportunity. IPEIA will be postponing the First Right of Refusal (FRoR) period to August 31st through September 30th, 2020. Secondly, IPEIA will be holding the pricing from IPEIA 2020. We value our relationship and appreciate your commitment to IPEIA throughout the years.

Participants will have the opportunity to interact with industry peers in 2 full days of Pre-Conference Training & Certification Opportunities, Industry Meetings, 3 days of Conference Presentations filled with keynote speakers, networking events, exposition and ample refreshment breaks.

IPEIA looks forward to you joining us in Banff to celebrate the 25th year of the IPEIA Conference and Exhibition!!

Exhibitor Program

The IPEIA Exhibition runs from March 3 – 5, 2021 at the Banff Centre, Banff, AB.

Exhibition Hall Hours

Wednesday, March 3 – 9:30am - 5:00pm

Thursday, March 4 – 9:30am - 5:00pm

Friday, March 5 – 9:30am - 12:00pm

See below for a list of booth sizes, pricing and availability. We look forward to seeing you at IPEIA 2021!

Exhibitor Booth Opportunities

SINGLE BOOTH

8' Wide by 6' Deep**

\$3,050.00

Includes:

- 1 Full Delegate Pass
- 1 Exhibition Staff Passes with Opportunity to Upgrade to Full
- Delegate Pass at Discounted Price
- Lunch/Snacks Provided
- Access to Networking Event*

DOUBLE BOOTH

16' Wide by 6' Deep**

\$4,550.00

Includes:

- 1 Full Delegate Pass
- 2 Exhibition Staff Passes with Opportunity to Upgrade to Full
- Delegate Pass at Discounted Price
- Lunch/Snacks Provided
- Access to Networking Event*

SOLD OUT

TRIPLE BOOTH

24' Wide by 6' Deep**

\$6,300.00

Includes:

- 1 Full Delegate Pass
- 3 Exhibition Staff Passes with Opportunity to Upgrade to Full
- Delegate Pass at Discounted Price
- Lunch/Snacks Provided
- Access to Networking Event*

SOLD OUT

**included in Full Delegate Pass & Exhibition Staff Pass*

*** Approximate measurements. Please allow 2" Spacing for booth dividers*

2021 Exhibitor Terms and Conditions

The following terms and conditions form part of the website contract (the “Agreement”) pursuant to which the International Pressure Equipment Integrity Association (“IPEIA”) has agreed to provide booth space to the exhibitor, referred to on the IPEIA website on-line registration system.

Booth Purchase

IPEIA strategically predetermined the number of single, double and triple booths that would be made available at its annual conference. Historically there have been more exhibitors than available spaces and over time we have increased the exhibit area by working with Banff Center to use every inch of the halls. Booth sizes were reduced to accommodate more companies and more recently we have expanded into the hall on the second floor. These changes were made to accommodate the exhibitors. We are also cognizant that without delegates, there will be no exhibition. Delegates tell IPEIA that they want to see the innovative solutions, new technologies that exhibitors have to present. They also want to see which new companies are entering the market. To ensure the conference meets delegate demands we are maintaining the ratio of single to larger booths. This balanced policy is intended to keep delegates engaged and ensure they attend the exhibition each year. Delegates are the heart of the conference and there would be no exhibition without their support.

Policy Clarification for Renewals and First Right of Refusal (FRoR)

Past Exhibitors are eligible to renew their booth for the next conference (same price/same booth) or they can wait for First Right of Refusal to purchase their booth for the next conference (next year’s exhibition pricing/select from available booths).

Note: past Exhibitors are not guaranteed a booth during FRoR as this opportunity is also available to all past IPEIA Sponsors.

Companies are only eligible to purchase one booth (it may be a single, double or a triple) but ONLY ONE BOOTH per company. This maintains the integrity of IPEIA’s strategy to have as many different Exhibitors as possible for our delegates’ experience.

Booths cannot be resold by exhibitors.

Cancellation and Performance

Neither party shall be liable for any damages sustained from delay or non-performance of this Agreement due to events beyond its reasonable control, including without limitation strikes or other labour disputes, acts of God, weather, earthquakes, fires, floods, war, riots, terrorism, border closures, civil disorder, power failure or government Acts. If an exhibition is interrupted, prevented or cancelled for any such reason, the Client will reimburse GES CANADA, or other exhibition service provider contracted by IPEIA for expenses incurred providing services or equipment up to the date of this occurrence.

Exhibit Appearance Code

All exposed parts of the display, or booth object must be covered in such a manner so as not to be unsightly to neighbouring exhibitors. Specially built displays in variance with the exhibition service provider's (GES) published regulations must be submitted to IPEIA for prior approval. Equipment on display shall not take up more than 70% of exhibit floor space nor obstruct the view of a neighbouring booth. **All Booths and materials must be within the confines of the allotted booth space as defined in these Terms and Conditions and must NOT block or impede access Fire Exits or Extinguishers.**

Exhibit Operations Restrictions

- Signage involving the use of neon or similar gases is prohibited. Wording on all signs in an exhibitor's booth will be of a nature that is not offensive or gaudy. IPEIA has the right to the removal of such signage that fails to meet the guidelines.
- Booth representatives must be dressed in a professional, although casual, manner appropriate for the venue.
- Personnel recruitment displays of any nature shall not be permitted.
- Music and any other sound generating equipment must be operated at levels so as not to be disturbing to other exhibitors and conference attendees.
- Excessive noise or activity obstructions will not be allowed during the show.
- Objectionable odours will not be allowed.
- Games of chance, lotteries, contest and carnival type activities and other sideshow type events will not be permitted without prior written approval from IPEIA. Booth draws are acceptable.
- Demonstrations and all other sales activities must be confined to the limits of an exhibitor's booth.
- Distribution of samples, literature and souvenirs will also be confined to the exhibitor's booth.
- No outside food or drinks are permitted without written approval from IPEIA.

Respect/ Sponsors Exhibitors

IPEIA sponsored items, including but not limited to sponsored name badges, are required outside the exhibition floors. Sponsored or unsponsored signage, labels, displays or other IPEIA communications shall not be removed, impeded or damaged. Disrespect or misconduct to IPEIA personnel, exhibitors, delegates, equipment or the facility will not be tolerated. IPEIA reserves the right to immediately terminate attendance to the current conference or future conferences.

Facility Care

The exhibitor is liable for any damage caused to building, floors, walls and to standard booth equipment or other exhibitors' property by exhibitors' staff actions.

Indemnification

IPEIA will indemnify and hold harmless the Client, its officers, directors, and employees from and against any bodily injury or property damage liability claims, judgments, damages, costs or expense, including reasonable attorney fees, arising out of or occasioned by the operations

performed by IPEIA personnel except for occurrences or accidents caused by the sole negligence of the Client or for occurrences or accidents caused by any other party.

Installation, Exhibiting, Dismantling

Dates and times for installation, exhibiting and dismantling shall be those specified by IPEIA. Exhibitor shall be liable for all storage and handling charges associated with the failure to comply within the time frames specified.

Booths and exhibit materials **MUST** be fully set up prior to show opening on the first day and **MUST NOT** be dismantled or removed before the official show closing as per the exhibition schedule and service provider's written manual. Any Exhibitor found dismantling, moving or disassembling of booths before Friday 12:00PM may lose the privilege of priority registration for future IPEIA exhibitions.

In accepting these conditions, the exhibitor agrees to move their exhibit equipment and materials into the show facility between **9:00 AM AND 9:00 PM TUESDAY, MARCH 2, 2021** and move their equipment and materials out of the show facility between **12:00PM AND 2:30PM FRIDAY MARCH 5, 2021**.

Installation and removal of the material will be in compliance with all municipal, provincial and federal government regulations, as well as facilities and show management guidelines. Show management, GES, can provide assistance regarding the shipping out of materials, particularly cross-border. GES Service Manual is available on the IPEIA Website under the Exhibition tab.

IPEIA and the Banff Centre cannot overlook the safety concerns involved with past exhibitor move in/move outs. Traffic regulations and other laws must be followed. Exhibitors are strongly encouraged to ship Booth Materials with GES prior to the conference. If an Exhibitor makes the decision to Move booth materials themselves, all rules and directions by IPEIA volunteers, Banff Center Security and/or GES employees must be followed without exception.

Food and beverages – **Every** Exhibitor intending on giving out products (food, candy, popcorn, beverages etc.) **must** apply using the form on the IPEIA website. Onsite approval will NOT be accommodated.

Limitation of Liability

It is understood and agreed by the exhibitor that all property of the exhibitor is to remain under the exhibitor's custody and control, in transit to or from or within the confines of the facility, subject to the rules and regulations of the exhibition. The exhibitor agrees to make no claim for any reason whatsoever against IPEIA or service contractor(s) for loss, theft, damage or destruction of goods; nor for any damage of any nature, including damage to his business by reason of failure to provide space for his exhibit, nor for any action of any nature of management, nor for the failure to hold the exposition as scheduled. The reasons listed include but are not limited to, such reasons as: casualty, explosion, fire, lightning, flood, weather, epidemic, earthquake or other Acts of God, acts of public enemies, riots or civil disturbances, terrorist action, strike, lockout or boycott.

Occupancy Default

It is understood and agreed by the exhibitor that in the event any exhibitor fails to install its products in the contracted for space by 9:00PM March 2, 2021, or fails to pay space rental costs at the time of registration, or fails to comply with any other terms and conditions concerning the use of this space, IPEIA will have the right to take possession of said space for such purposes as it sees fit. The exhibitor in the event this action is taken will be held liable for the full rental price of said space, as well as any additional costs associated with the display and set-up of the vacant space.

On-Site Storage

Exhibitors will not be permitted to store containers, packing crates and any other nonessential items in their booth during the period of the show. **Exhibitors are responsible to find their own storage accommodations for the duration of the show.**

Safety Regulations

The exhibitor assumes all responsibility for compliance with all ordinances, regulations and codes of duly authorized local, provincial and federal governing bodies concerning fire, safety, health and environmental requirements.

Booth decorations must be flameproof.

Hanging materials must clear the floor.

Electrical wiring must conform to all National Electrical Code Safety Rules. Any exhibitor's failure or noncompliance on any mandated safety item will result in the need to dismantle that item and remove it from the premises as the exhibitor's expense.

Space Allotment Eligibility

IPEIA has the sole right to decide the eligibility of a company, or its products, for inclusion in the show. Final space allocation of an exhibitor will be made by IPEIA. IPEIA endeavours to provide exhibitors with their location of first choice but reserves the right to make reasonable reallocations of booth spaces. Each booth space allows for two (2) booth personnel for a single booth, three (3) booth personal for a double booth and four (4) for a triple booth.

Technical & Keynote Speaker Presentations

Each booth will receive one (1) FULL delegate pass to attend all technical presentations and keynote speakers. Staff passes (exhibition access only) are included:

Single Booth receive one (1) staff (exhibition only) pass.

Double Booth receive two (2) staff (exhibition only) passes.

Triple Booths receive three (3) staff (exhibition only) passes.

Contact Information

The exhibitor assumes all responsibility to provide IPEIA with their updated contact information should any personal change.

Term

This Agreement will be effective as of the date the exhibitor registers online at the IPEIA website and shall terminate at the conclusion of the move-out of the 2021 show, provided that the provisions requiring payments are made or indemnities be given.

IPEIA Code of Conduct

IPEIA invites you to attend the conference with a spirit of curiosity, friendliness, professionalism and respect. This Code of Conduct is to ensure a safe and respectful environment for all attendees. IPEIA will not tolerate unacceptable behaviors such as violence, unprofessional conduct, harassment or bullying. This Code of Conduct is to be maintained at both on-site conference events, and off-site hosted functions.

Expected Behavior

- Treat all IPEIA delegates, volunteers, venue and support staff with professionalism, equality, respect, dignity and compassion;
- Respect the rules and policies set out by the venue;
- Refrain from illegal acts, bringing illegal substances or prohibited items (weapons, knives, guns) to conference or hosted events;
- Comply with this Code of Conduct.

Unacceptable behavior

The following behaviors are considered unacceptable and will not be tolerated:

- Harassment or bullying of any kind (refer to below descriptions);
- Acts of discrimination based on race, gender, ethnicity, religion, sexual orientation, age, physical impairment, or other characteristics;
- Disruptive behaviour: behavior that disturbs, interferes with or prevents normal functions (examples: yelling, using profanity, verbally abusing others, waving fists);
- Physical violence: the exercise of physical force, or an attempt to exercise physical force;
- Threatening behavior: includes verbal or written threats, physical actions sort of actual contact
- Abuse of power (including abuses related to position, wealth, race or gender);
- Invasion of privacy, including taking photos or videos of people you don't know, eavesdropping on conversations.

Harassment includes:

- Verbal harassment, or written comments that can intimidate, create discomfort, or interfere with a person's participation in the conference;
- Sexual harassment: unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature, inappropriate physical contact,
- Harassment based on gender, race, language, or other protected characteristic

Bullying includes:

- Acts or verbal comments that could hurt or isolate a person
- Usually involves behaviors intended to intimidate, offend, degrade, or humiliate a person or group of persons.
- Assertion of power through aggressive behaviors

- Reporting an incident
- If, while at an IPEIA conference or hosted event, you have been involved or have witnessed an incident that violates the Code of Conduct, please contact the Conference Administrator admin@ipeia.com or advise any committee member immediately. IPEIA will request sufficient information to perform a thorough investigation of the incident.

Disciplinary Actions

IPEIA will investigate all Code of Conduct incident violations reported with discretion and confidentiality. IPEIA reserved the right to impose discipline based on the severity and impact of the incident. Disciplinary actions may include: warnings (both verbal and written), immediate removal from conference, prohibition from attending future conferences, cancellation the membership of the person without refund, pursue legal action.