

NAA's 2025 CONFERENCE AND SHOW

EXHIBITOR

TERMS & CONDITIONS

POLICIES & NOTES

EXHIBITOR BOOTH SELECTION

Booths will be assigned by NAA staff based on the availability of exhibitors' listed selections. If a booth space is requested by more than one exhibitor, a choosing order will be established with one or all the following considered:

- Number of booths purchased (contingency purchases are not allowed).
- Financial support, in terms of sponsorship/advertising, shown to NAA since July 1, 2024, to date of assignment
- Years company has exhibited at Conference & Show

DEPOSITS, PAYMENTS AND CANCELLATIONS

Exhibit contracts will not be processed, nor booth placement assigned, without payment. A 50% deposit is required and due upon submission of the contract. Full payment is due no later than May 28, to receive the early discount rate. Rates increase by \$200 after May 28. Payment by credit card, please use the digital Exhibitor Registration/Contract platform. If paying by check, the check payment must be received by NAA within 21 days of contract submission.

Exhibit Space Cancellation

To secure exhibit space at the event, a non-refundable 50% deposit is required at the time of booking. By submitting the deposit, registrants acknowledge and agree to the cancellation policy.

- Cancellations on or before May 28: A written request to cancel exhibit space must be received by show management on or before May 28 resulting in a forfeiture of the 50% deposit.
- Cancellations after May 28: All payments are final. A written request to cancel exhibit space must be received by show management resulting in forfeiture of all monies.
- If the balance has not been paid in full by May 28, the National Auction Association (NAA) reserves the right to immediately release the space for sale.

NOTICES

Security provided by the facility is limited. The exhibit floor will be locked anytime outside of setup or show hours, Monday through Thursday. Access to the floor will not be granted during this timeframe. Security for individual exhibits is NOT provided by the NAA nor the facility. It is recommended that exhibitors contract for additional security via the facility's service provider.

Exhibit space does not include electrical, WIFI or carpet. See the exhibitor service packet, which will be distributed in late May, for complete information regarding GEMS' (general services contactor) regulations.

CONFERENCE & SHOW ATTENDANCE POLICY

All exhibitors are required to staff their booth during load in and show hours. All exhibitors are required to wear the current-year badge credentials to gain access to the exhibit floor or attend any Conference & Show programs or events, such as education classes, meetings, and all social events. Entrance without the appropriate badge will not be permitted.

Exhibitors will receive two complimentary badges per booth. Exhibitors are allowed to purchase up to two additional badges per booth, at \$180 per badge.

By registering and attending Conference & Show, you agree to abide by the Conference Terms and Conditions as described on the last page of this document.

PRIVATE MEETING ROOM POLICY

To support its mission and vision, the National Auction Association may make accommodation for sponsors and/or exhibitors if a special meeting space is requested during Conference & Show. Space is available only to exhibitors and/or conference sponsors, based on availability. For more information, contact Shelly Urish at surish@auctioneers.org or (913) 563-5421

EXHIBITOR MOVE-IN

Monday, July 14, 8 am - 6 pm

Tuesday, July 15, 8 am - 11 am. Private exhibitor lunch, 11 am – 1:30 pm.

SHOW HOURS

Tuesday, July 15, 1 – 5 pm

Wednesday, July 16, 8 am – 5 pm; Closed 5 – 8 pm; 8 – 10 pm NEW After-Hours Block Party.

Thursday, July 17, 8 am – 5 pm

EXHIBITOR MOVE-OUT

Friday, July 18, 7 am - 11 am

Dismantling on Thursday will not be allowed for attendees to exit the floor safely. This will be strictly enforced.

Any company that moves out in advance will incur a \$500 early move-out fine that will be directly billed to the exhibiting company. If early move-out is needed due to special circumstances, exhibitor must contact Shelly Urish, surish@auctioneers.org prior to July 10. Approval for early move-out is not guaranteed.

QUESTIONS? CONTACT SHELLY URISH AT SURISH@AUCTIONEERS.ORG OR 913-563-5421

NAA's 76th International Auctioneers Conference and Show
Terms and Conditions
July 15-19, 2025

Prior to your registration, you must acknowledge and accept the Terms & Conditions contained herein. Should you not wish to accept the Terms & Conditions you should not register. Submission of a registration is regarded as affirmation of your acceptance of the event Terms & Conditions. A valid email address is required for all registrations. By submitting your email address during the event registration process, you agree that NAA and its event partners may send you event-related information. NAA may disclose your personal data to third party service providers engaged by NAA to assist in the conduct of the event (e.g. housing bureau, mobile application provider, digital platforms, etc.).

Nondiscrimination

NAA prohibits discrimination, harassment, and bullying against any person for any reason—for example, because of age, ancestry, color, disability or handicap, national origin, race, religion, gender, sexual or affectional orientation, gender identity, appearance, matriculation, political affiliation, marital status, veteran status, or any other characteristic protected by law. NAA employees, volunteers, members, exhibitors, sponsors, nonmembers, spouses, children, family members, guests, and other constituents of the NAA, when and wherever those individuals are conducting NAA business or participating in NAA

meetings, conferences, events, activities, social gatherings, whether in person or virtual, shall maintain an environment free of discrimination, including harassment, bullying, and retaliation. Participants are expected to adhere to these principles and respect the rights of others.

Code of Conduct

NAA's meetings, conferences, and other events, both in person and virtual, seek to enable engaging, thought provoking conversations that support NAA's core mission of advancing auction professional's careers. Accordingly, NAA is committed to providing a safe, productive, and welcoming environment to all participants, including staff and vendors. All participants have the right to pursue shared interests without harassment or discrimination in an environment that supports diversity and inclusion. Participants are expected to adhere to these principles and respect the rights of others.

Usage of Materials

The NAA imposes certain restrictions on the use of multimedia at its events (e.g. photography, images, logos, video, audio, online streaming, broadcasting, rebroadcasting, repurposing, and all future mediums). An attendee is permitted to use hand-held cameras and/or smart phones to take photographs and capture digital images for personal, non-commercial use, provided the photography is not disruptive. Photographs, videos, presentations/materials (printed and electronic) may not be edited, published, sold, reproduced, transmitted, distributed, broadcasted, rebroadcasted, repurposed or otherwise commercially exploited in any manner whatsoever.

The NAA may hire professional service providers (including but not limited to photo/video/streaming/audio) to document and display the event experience. NAA may also use social media and digital platforms, (including, but not limited to X, Facebook, Instagram, Zoom, YouTube, etc.) to: (i) post real-time photos and videos to its social media and digital feeds; and (ii) display select submissions from those feeds on monitors throughout the event venue for in-person events and on broadcasting platforms for online streaming and virtual events. Attendees, exhibitors, and sponsors who capture their event experiences and post their own social content from the event (text, photos, audio, video, streaming) must not infringe upon the rights of any attendee, sponsor, third party, or NAA. Such infringement would include, but is not limited to, defamation or infringement of intellectual property rights. In the event participants require a release or permission to protect the rights of a third party, obtaining such a release or permission shall be the sole responsibility of the participant.

By attending the event, you, your guests/family, acknowledge and agree as follows: (a) NAA may edit and use footage it captures at the event for broadcasting, rebroadcasting, repurposing, selling, marketing and promotional activities and for any other lawful purpose in the ordinary course of its business; and (b) due to the prevalence of mobile recording devices in today's world, NAA disclaims all liability for the capture of your image in any multimedia format by other attendees at the event.

Your voice, image, logo, comments or other personal or professional data may be captured by any lawful means available and may be used at any time both during and/or after the event. NAA reserves all rights to edit, produce, distribute, sell, broadcast, rebroadcast, and repurpose the content at any time during and after the event for any lawful purpose, in the ordinary course of its business.

Attire

Dress attire is professional business to business casual.

General

NAA reserves the right to change, amend, add or remove any of the above Terms & Conditions in its sole discretion and without prior notice. If one or more of the conditions outlined in these Terms & Conditions should become invalid, the remaining conditions will continue to be valid and apply. These Terms & Conditions apply to all event participants (attendees, speakers, sponsors, exhibitors, guests, vendors, etc.). The views expressed by any event participant are not necessarily those of the NAA. All participants are solely responsible for the content of all individual or corporation presentations, marketing collateral, and/or advertising.