



CONFERENCE: JUNE 12-18, 2021
EXHIBITS: JUNE 16-18, 2021
ORLANDO, FLORIDA

Exhibitor Name:

Audio Demo Room Assignment:

AUDIO DEMO ROOM AGREEMENT

The assignment of Audio Demo Rooms to InfoComm exhibitors in the Orange County Convention Center will be conducted according to the following guidelines:

Only current InfoComm exhibitors in good standing may apply to reserve available Audio Demo Rooms within the Orange County Convention Center. Current exhibitor requesting an Audio Demo Room must meet the minimum paid exhibit space requirement of **400 n.s.f.** of paid exhibit space contracted and paid for in their company's name on the InfoComm show floor.

Exhibitors must submit their intended use for the room to InfoComm Show Management in writing. InfoComm reserves the right to inspect the demo room(s) on-site.

A floor plan of the Audio Demo room will accompany the room assignment. Floor plans indicating the layout of the room must be submitted to [Janice Reindl](#) at the Orange County Convention Center and CC'd to [Stuart Weiser](#) for Fire Marshal approval prior to **Thursday, April 15, 2021**.

Audio Demo Room requests will be processed based on the exhibitor's priority points ranking for requests received by the deadline of Thursday, October 15, 2020; thereafter, requests will be honored on a space-available, first-come, first-served basis.

After the **Thursday, October 15, 2020**, deadline, exhibitors will receive a written confirmation of their assigned Audio Demo Room(s) and an invoice. 100% payment of this invoice is due by **Friday, December 11, 2020**. If payment is not received in full by this date, the room will return to inventory and may be reserved by other exhibitors. Rooms reserved after **Thursday; October 15, 2020** will be confirmed upon full payment for the room.

Cancellation Policy:

If assigned Audio Demo Room is canceled by exhibitor between **Thursday, October 15, 2020**, and **Friday, January 10, 2021**, a 50% refund of the original Audio Demo Room rental fee shall apply as liquidated damages. Cancellations made by exhibitor after **Friday, January 10, 2021** will forfeit the full room payment amount. All deposits and payments to reserve an Audio Demo Room are non-refundable and non-transferrable.

11242 Waples Mill Rd, Suite 200
Fairfax, VA 22030

Phone: 703-273-7200
Fax: 703-278-8082

www.infocommshow.org/
www.avixa.org

Force Majeure Cancellation:

In the event of acts of God, acts of terror or threat thereof, war, government regulations or order, disaster, strikes, civil disorder, medical outbreak, public health threats as determined or recognized by the Centers for Disease Control and Prevention, the World Health Organization, or local public health agency, curtailment of transportation facilities, or other emergency disaster, national emergency, or other circumstances beyond AVIXA's reasonable control, making inadvisable, impracticable, illegal or impossible to hold InfoComm, AVIXA may, in its sole discretion, postpone, relocate, or cancel InfoComm and AVIXA will have no liability therefor except as provided in this paragraph. If InfoComm is postponed and/or relocated, the Exhibitor's registration Exhibitor's payments will be valid for the rescheduled exposition and all amounts paid to AVIXA for the exposition exhibitor meeting rooms, audio demo rooms or manufacturer's training rooms will be applied to the rescheduled exposition. In the event of a cancellation in advance of the opening date of InfoComm, the full amount paid by Exhibitor to AVIXA for the exposition exhibitor meeting rooms, audio demo rooms or manufacturer's training rooms will be refunded. Regardless of the timing of any cancellation by AVIXA under this section, Exhibitors that are AVIXA members will not receive any refund of their membership dues.

Unless informed otherwise, we will expect the exhibitor to take possession of the room(s) on Saturday, June 13th

Food and Beverage utilized within Audio Demo Rooms must be contracted through the Orange County Convention Center's official catering service, Centerplate. Outside food and beverages must not be displayed in the room nor distributed to attendees. If found with outside food or beverages, Centerplate may assess a fee equal to the retail value of the products.

Exhibitor utilizing an Audio Demo Room is responsible for all associated costs incurred while using the Audio Demo Room including but not limited to material handling, electrical, labor, room setup, re-keying door if keys are lost, signage, security, internet and AV services.

Contact [Freeman](#), to review freight target delivery date, piece count, size and weight. Freeman can supply the appropriate shipping and label information.

Exhibitors are solely responsible for the security of their equipment and guests' belongings within the Audio Demo Room occupied. Security guards may be ordered by contacting [Daniel Campos](#), Century Security at 407-226-1168 (Office) or 407-402-4136 (Cell).

Good Neighbor Policy

InfoComm Show Management encourages a "Good Neighbor Policy" for audio demonstrations conducted in Audio Demo Rooms at the show. To minimize potential interference and disruption to the neighboring Audio Demo Rooms, adjacent meeting spaces and common areas used by other exhibitors, show education sessions and attendees, InfoComm Show Management strongly urges exhibitors to coordinate their demonstrations with the adjacent Audio Demo Room exhibitors and be respectful of others' needs to also have a successful exhibiting and attending experience.

Audio Demo Room Recommended Sound Pressure Level Limits

InfoComm Show Management recommends that sound levels during each scheduled one-hour demonstration period not exceed 95dB (C Slow); however, a maximum level of 105dB (C Slow) is permitted for no longer than 10 minutes per scheduled demo period and peaks of 110dB (C Slow) are permitted only for a short duration of 1 to 2 minutes per demo period.

Compliance

As in the past, InfoComm Show Management will continue to monitor the sound levels of the Audio Demo Rooms. Exhibitors conducting demonstrations in excess of the recommended limits above will be asked to reduce the volume of their demos. If InfoComm Show Management receives sound level complaints and such exhibitors causing interference do not reduce their demonstration volume after notification, Show Management reserves the right to close the exhibitor's Audio Demo Room for at least one hour scheduled demo period. If the interfering exhibitor thereafter continues to disregard Show Management's warnings and refuses to reduce the volume of their demos, Show Management may at its sole discretion, either close the exhibitor's Audio Demo Room for a second one-hour period or turn off the electric supply to the Audio Demo Room without refund.

Audio Demonstration Schedule

Audio demonstrations will be scheduled in an "hour on, hour off" fashion so no two adjacent rooms are demonstrating product at the same time. On an "off hour" you are free to use the room as you please, absent an active audio demonstration. This schedule will be published in March, 2021. An example of this schedule is:

The demo schedule starts at 11:00 a.m. on Tuesday, June 15

The demo schedule starts at 9:00 a.m. on show days – Wednesday through Friday, June 16 – 18

Demo Room	Audio Exhibitor Schedule (A or B)	Demo Session #1	Demo Session #2	Demo Session #3	Demo Session #4
Room 101	Audio Exhibitor #1 - A	9-10am	11-12pm	1-2pm	3-4pm
Room 102	Audio Exhibitor #2 - B	10-11am	12-1pm	2-3pm	4-5pm
Room 103	Audio Exhibitor #3 - A	9-10am	11-12pm	1-2pm	3-4pm
Room 104	Audio Exhibitor #4 - B	10-11am	12-1pm	2-3pm	4-5pm



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InfoComm Show Management appreciates participating exhibitors' cooperation in monitoring the sound level of their demonstrations; being a "good neighbor" will help all have a successful show.

On behalf of Exhibitor:

Exhibiting Company

Signature

Print Name

Title

Date