

March 22nd, 2017 Dane County Regional Job Fair Terms and Conditions

Exhibitors are subject to all terms and conditions of the March 22, 2017 Dane County Regional Job Fair.

1. Dane County Job Center (DCJC) has sole discretion over acceptance of exhibitors for the Job Fair. Only DCJC is allowed to sell booth space. Exhibitors may not re-sell, sub-lease or loan Job Fair booth space to any other business or organization.
2. Dane County Job Center reserves the right to cancel programs when enrollment criteria is not met or when conditions beyond its control intervene.
3. Exhibit space is limited and is offered "as available". DCJC will try to fulfill requests for space, but retains sole discretion over the assignment of all exhibit booth spaces.
4. Booth fees are outlined on the registration form. Exhibitors must make requests for electricity or for additional service orders directly with the Alliant Energy Center. Separate, additional charges for services are set by and handled at www.alliantenergycenter.com.
5. Payment for space: Exhibitors will be allowed to set up for the event only if the final booth payment has been received by the DCJC. If payment is not received, the exhibitor forfeits the space. This space may be re-assigned or used by the DCJC. The exhibitor shall remain liable for any unpaid fees to the DCJC.
6. Building rules and municipal ordinances: Exhibitors agree to obey all the rules of the Alliant Energy Center which are in effect at the time of the event, and to abide by all city and county rules and regulations.
7. Exhibitors must remain within the 10 by 10 feet configuration or multiples thereof depending upon the confirmed reservation. No extension into aisles is permitted. The DCJC reserves the right to use Alliant Energy Center staff to move an exhibitor's booth display, if not in compliance with show rules, and assess that cost directly to that exhibitor.
8. DCJC reserves the right to control the use and volume of any sound device or instrument. The DCJC does not allow an exhibitor to use any sound amplification within their specific booth.
9. All booth displays must remain completely set up until the previously published closing time of the Job Fair.
10. DCJC reserves the right to photograph any booth for show use only.
11. Exhibitors who give written request for refunds for booth cancellation will be issued a refund until February 15, 2017.
12. In addition to the rules and penalties listed elsewhere in these policies, DCJC may establish additional rules and penalties that shall be deemed necessary for the DCJC Job Fair.
13. By completing and submitting registration materials and payment, exhibitors agree to these terms and conditions.