



Exhibitor Information

To reserve a booth space at SEG 2023, please review the packages below to determine the best opportunity. Next, complete and submit this registration form to the Exhibit Manager.

Exhibit Manager: Natasha Shallow | +1 (404) 760-2817 | exhibits@seg2023.org

Exhibitor Benefits

General

All exhibits will be on display in Richmond Suite at the Hilton London Metropole hotel. Poster sessions, morning breaks, and three evening receptions will be held in the Exhibit Hall.

Booth selection priority will be given to sponsors and assigned on a first-come basis starting after the early booth registration closes (May 31). Submit your registration forms early to ensure the reduced rate and early location selection.

Registration

- ✓ Full access for two delegates to the conference and technical sessions

Other

- ✓ Complementary WiFi
- ✓ Conference Pocket Program listing
- ✓ Company logo and link on the conference website
- ✓ The following social events will be held in the exhibit hall:
 - ✓ Poster sessions
 - ✓ Coffee breaks
 - ✓ Three evening receptions

Booth Specifications

- ✓ Dimensions: 3m x 3m - Hard wall
- ✓ One ID sign with company name and booth number
- ✓ Furniture Package: (1) rectangular table (183cm x 76cm) with black table cloth, (2) standard chairs, (1) wastepaper basket
- ✓ Electrical Package: (1) No. 500W single socket outlet
- ✓ General security
- ✓ General housekeeping

Early Rate

Deadline: May 31, 2023

US \$3,200

Regular Rate

Deadline: August 15, 2023

US \$3,500

Prices are USD and includes mandatory UK VAT, taxes, and fees.



Booth Information

If this information changes after registering, please advise the Exhibit Manager immediately.

Organization's Name

Organization's Website

Organization's Address

Special Requirements
(i.e. compressed air, water, electrical, etc.)

Dangerous Items Part of Your Exhibit
(i.e. chemicals, gases, etc.)

Booth Contact and Delegate Information

We will communicate conference and payment details with the **Booth Contact** entered below.
If this information changes after registering, please advise the Exhibit Manager immediately.

Booth Contact Name

Booth Contact Email

Booth Delegate Name (1 of 2)

Booth Delegate Email (1 of 2)

Booth Delegate Name (2 of 2)

Booth Delegate Email (2 of 2)



Student and Early Career Participation

Are you looking to hire or have student research opportunities? SEG 2023 will have a “Career Speed Dating” event with students and early career professionals. We invite you to meet new talent and network with students. Please indicate your interest below.

No, thank you.

Yes, I am interested in participating.

Yes, I am interested in participating and sponsoring this event.

Please check the current openings within your organization:

Research Project

Internship

Part-Time Employment

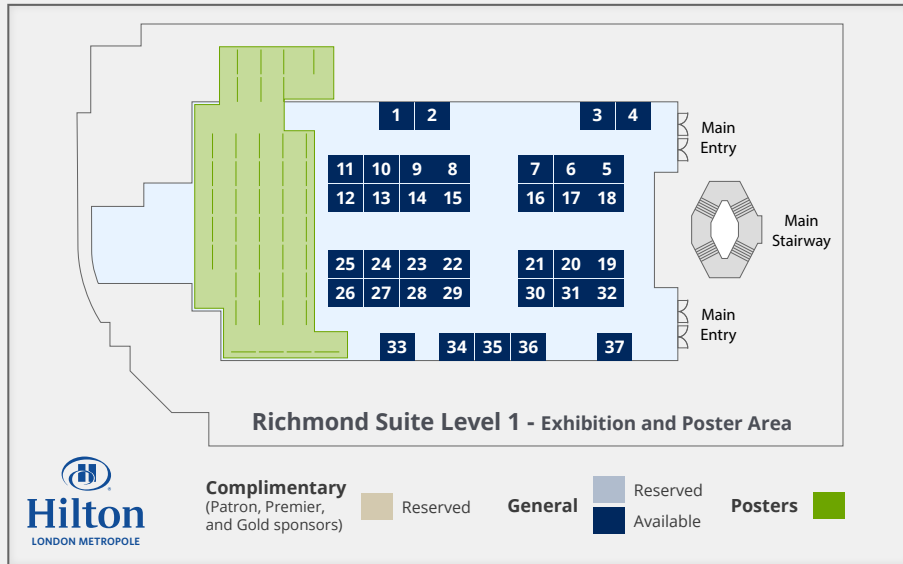
Full-Time Employment



Booth Location

SEG strives to accommodate your first choice, but because booth selection is first come, first served, backup choices are required. SEG also reserves the right to change booth allocation if necessary.

For current availability, visit www.seg2023.org/exhibitor-opportunities.



Provide your top three choices:

First

Second

Third

Agreement and Payment

Your organization's **vector** logo must be submitted with this form. An invoice will be sent to the Booth Contact entered above, and once payment has been received your booth space will be secured and your organization's details will be posted on the conference website and you will receive access to the conference platform to begin uploading your materials.

By signing this registration form, I agree to the terms and conditions stipulated on the following page.

Signature

Today's Date

Email your completed form to exhibits@seg2023.org





EXHIBITOR TERMS & CONDITIONS

The following general information and regulations apply to the Society of Economic Geologists Exhibit, committees, agents, or employees in the management of exhibits.

1. SEG and Exhibit Manager. The word "SEG" as used herein shall mean the Society of Economic Geologists. The word "Manager" as used herein shall mean the Exhibit Manager.

2. Authority. The Manager, or its delegate, is charged with complete responsibility and full authority to enforce all of the provisions of these Regulations for the benefit of all concerned. Any exception to or deviation from these rules may be made only by the Manager. No consent to any variation of any term or condition of the lease contract shall be valid unless in writing (mail, electronic, or fax) with the contract. Any notice by either party to the other shall be in writing and shall be deemed to have been duly given if delivered in person or by (mail, electronic, or fax) to the lessor or the exhibitors at the address given in the contract. The Manager reserves the right to cancel a contract in the event of Exhibitor violations of the Rules and Regulations described here.

3. Eligible Exhibits. The Manager reserves the right to determine the eligibility of any organization or product for inclusion in the Exhibit.

4. Exhibit Hours. The Manager reserves the right to make changes in the exhibit hours; however, such changes will be made known as far in advance of the exhibit as possible. As a part of the contract with SEG, all Exhibitors must guarantee that their booth will be staffed during all show hours. Exhibit location, hours, and other details can be found at www.seg2023.org/exhibitors.

5. Selection of Booth Space. Exhibitors must complete the contract and return to the Manager, who will assign space based on the times the contract and payment are received and the preference of each exhibitor for location.

6. Payment of Booth Space. Payment must be made in full upon receipt of invoice. If not paid, the contract will be considered canceled and space may be reassigned.

7. Cancellation or Withdrawal of Booth Space. The Exhibitor must notify the Manager in writing no later than June 23, 2023, of intention to cancel or withdraw from the exhibit. The Exhibitor will be refunded all sums paid less a processing fee of US\$400 per booth. After June 23, 2023, there will be no refund of sums paid. The Exhibitor will be obligated to pay the total rental cost of the exhibit space as outlined in the contract.

8. Set-Up and Tear Down. Refer to the conference calendar at www.seg2023.org/schedule.

9. Booth Design. A 3m x 3m Octanorm style Shell Scheme system featuring silver aluminium metalwork, white foamex infill panels and built to an overall height of 2.46m. 260mm stand Fascia area to incorporate white foamex infill panels, featuring client name and stand number details applied direct to White FX panel, affixed to each open side. To preserve the integrity of the SEG exhibits, no handwritten signs will be permitted. All changes to the standard booth must be by permission of the Manager. All display tables must be draped. All exposed parts of displays and/or equipment must be finished or covered in a professional and neat manner so that they will not present an unsightly appearance when viewed from adjoining booths or aisles. All crates and boxes must be stored from sight during show hours.

10. Display Restrictions. All displays, demonstrations, interviews or other activities must be confined to the limits of the Exhibitor's assigned booth. Audio visual devices used in the Exhibitor's booth are subject to the approval of the Manager. In the course of the exhibit, no audio-visual device or sound system shall be operated in a manner that disturbs or interferes with others. Attention attracting, noise-making devices, loudspeaker systems, and flashing lights are expressly prohibited. Exhibitor shall be obligated to have merchandise and personnel in the booth during all published event hours. All laws and regulations of local, state and Federal governments pertaining to fire, public safety and consumer safety shall be observed by each exhibitor.

11. Shipping and Transfer. Shipping details will be included in the exhibitor manual which will be prepared and provided by Etherio.

12. Official Service Contractor/Service Kit. SEG will select an official service contractor and provide an exhibitor manual with order forms and details. Exhibitors have the right to bring in their own outside contractor subject to notification of the Manager and the Official Service Contractor. All outside contractors are subject to the same limitations as the official Contractor and must provide proof of their insurance to the Manager and Contractor 30 days prior to exhibit move-in. Exhibitors will deal directly with the Service

Contractor for most services and labor. All services customarily required by exhibitors will be available. Complete shipping instructions and information regarding registration and badges, furniture rental, utilities, labor for uncrating, assembling, recreating and drayage of displays will be included in the Exhibitor Service Kit.

13. Endorsement. Lease of an exhibit booth by SEG to Exhibitor does not constitute endorsement by SEG of the exhibitor's products or services. No advertising material used by Exhibitor may contain the SEG seal or conference logo nor may it contain reference to any real or implied endorsement by SEG or persons acting in an official position in SEG.

14. Subletting of Space. No exhibitor shall assign, sublet or apportion the whole or part of the space assigned or have representatives, equipment or materials from firms other than his own in the exhibit space without written consent of the Manager. Only one organization is permitted to exhibit per booth.

15. Booth Numbers. Booth or booths enumerated do not form a part of the contract. SEG reserves the right to locate or relocate or renumber any Exhibit space at any time and may reassign space made available due to cancellations, expansions, reductions, or withdrawals.

16. Electrical. It is mutually understood and agreed that SEG will use proper and reasonable care to prevent interruption in power service, but shall not be held responsible for any interruption that may occur due to breakage of machinery, apparatus, equipment, etc.

17. Liability and Insurance. Neither SEG nor the conference center assumes any responsibility for the protection and safety of exhibitors, their representatives, agents, or employees or for the protection of exhibits or other property of exhibitors or their representatives. Small and portable articles should be properly secured or removed after exhibit hours and placed in safekeeping. Any security service that SEG may provide shall be deemed to be purely gratuitous on its part and SEG shall have no responsibility for the effectiveness or failure of such measures or for the conduct of personnel involved therewith. Each exhibitor agrees to indemnify and hold harmless SEG, including its officers, directors, agents, employees, contractors, assignees, and insurers (hereafter "SEG"), and the other exhibitors at the meeting from and against any and all claims, losses, damages, liabilities and expenses, including attorneys' and consultants' fees and expenses and court costs, incurred by SEG or such other exhibitors in defending against, satisfying, or compromising any such claim arising out of any injury to persons or property caused by any act or omission of the exhibitor or its representatives, agents, employees, or contractors. Further, the exhibitor shall indemnify and hold harmless SEG and such other exhibitors from and against any and all claims, losses, damages, or expenses arising out of any failure by the Exhibitor in any respect to comply with and perform all the requirements and provisions of these Rules and Regulations. The Exhibitor shall procure and continue in force general liability insurance of not less than \$1,000,000 covering any and all claims for injuries to persons in or upon the assigned booth space, including all injuries or damages from booths, signs, or other appurtenances now or hereafter erected on such space, and insuring the indemnity agreement contained in this paragraph. Any insurance policies required hereunder shall name SEG as an additional insured, and the Exhibitor shall furnish SEG with evidence of such insurance coverage upon request.

18. Exhibitor Registration. All exhibit delegates who participate in set up and/or move-out and in hosting an exhibit will be required to wear proper identification badges to gain access to the exhibit area. Each exhibiting organization is entitled to two (2) complimentary full conference registrations. Additional individuals wishing to attend the meeting must pay the regular registration fee.

19. Change of Location or Cancellation of Exhibit. Should for any reason the selected meeting place not be available for exhibiting or should other contingencies prevail which, in the opinion of SEG, would prohibit or greatly limit attendance at the Exhibit, then SEG has the right to cancel the Exhibit or move the exhibit location to another facility or city at the discretion of the SEG Organizing Committee and shall not be liable for any expense incurred by reason thereof. In the event of cancellation of the Exhibit, SEG will refund to exhibitors all space charges paid by them.

