



2018 EXHIBITOR INFORMATION

MICHSAFETYCONFERENCE.ORG

CELEBRATING 88 YEARS

48%

OF ATTENDEES ARE
SAFETY DIRECTORS

2,200+

ATTENDEES
& 170 VOLUNTEERS

ATTENDEES ARE FROM
17+ DIFFERENT
EMPLOYMENT SECTORS
(32% FROM MANUFACTURING)

245

EXHIBIT SPACES



DAVID WOODS
Fibertec IHS · Holt, MI
Fibertec environmental services
President, Michigan Safety Conference

120+

CLASSES

14

TRAINING
DIVISIONS

LIVE SAFETY DEMONSTRATIONS

\$297,250

AWARDED IN STUDENT
SCHOLARSHIPS TO-DATE

APRIL 17-18, 2018 • LANSING CENTER, LANSING MICHIGAN • #MICHIGANSAFETY



2018 EXHIBITOR INFORMATION

Move-In

Monday, April 16, 2018: 8:00 a.m. - 6:00 p.m.

All Exhibitors must be ready Tuesday, April 17, by 8:00 a.m. For safety reasons, no equipment or freight will be allowed to be delivered to booths during show hours.

Show Hours

Tuesday, April 17, 2018: 8:00 a.m. - 4:00 p.m.

Wednesday, April 18, 2018: 8:00 a.m. - 2:30 p.m.

Exhibits must remain intact until 2:30 p.m. on Wednesday.

Anyone leaving before that time may not be allowed to exhibit at this conference in the future.

Move-Out

Wednesday, April 18, 2018: 2:30 p.m. - 8:30 p.m.

All exhibits must be dismantled, packed and ready for shipment by 8:30 p.m.

Lunch

Box lunches will be served Tuesday and Wednesday in the exhibit hall from 11:00 a.m. to 1:30 p.m.

Utilities

All Utilities will be handled by the Lansing Center, 333 East Michigan Ave., Lansing, MI 48933, <https://www.lansingcenter.com/services-forms/utilities-order-form>. There will be a charge for any utilities used by individual exhibitors. You will be able to download forms for ordering these services off the MSC website at www.michsafetyconference.org click on "Exhibitor Information" and scroll down to Exhibitor Kit Forms.

Exhibitor Kit

Information and forms for ordering Tables, Chairs, Electricity, Arranging Shipping, etc. will be available on the Michigan Safety Conference website at www.michsafetyconference.org click on "Exhibitor Information" and scroll down to Exhibitor Kit Forms. Art Craft Display is the show service provider for these services.

Security

Security will be provided in the exhibit hall during non show hours.

Hotel Info

Group room rates are available at the **Radisson Hotel Lansing**, 111 N. Grand Ave., Lansing, MI 48933 To make reservations, call the hotel at 800-333-3333. Mention that you are with the Michigan Safety Conference 2018 (group code: MISAF18), to get the discounted rate of \$134.95.

Reservations must be made by 5:00 pm, March 15, 2018.

NO FLOOR SALES

No floor sales are permitted. Orders can be taken but no products can change hands. You are permitted to give away free items at your booth.

You must be signed up by



to guarantee listing in the Show Program!

Space Prices & Descriptions

(Electricity IS NOT included in any of the space fees)

1st 10' x 10' BOOTH (per company) \$599.00 ea.
ADDITIONAL BOOTHS (same company) \$580.00 ea.

Standard booths will be provided by Art Craft Display, Inc., 500 Business Centre Dr., Lansing, MI 48917, phone 800-878-0710 or email artcraft@artcraftdisplay.com. Booths will include 8' high back drape, 3' high side dividers, aisle and booth carpeting and a 7" x 44" I.D. sign (if requested). You will also be given 3 name badges per 10' x 10' space. With each name badge you will receive one lunch ticket, per show day, which can be redeemed for complimentary lunches. You may purchase additional name badges for \$50.00 each. Furniture, accessories and services are available on a rental basis. These forms will be available on the MSC website at www.michsafetyconference.org click on "Exhibitor Information" and scroll down to "Exhibitor Kit Forms". (Save money and order your rental items in advance.)

BULK SPACES A-D:

• 20' x 20' space = \$1,700.00 ea. (Call for availability)

DEMO AREAS 1-4:

• 20' x 40' space = \$3,000.00 ea. (Call for availability)

• 20' x 50' space = \$3,500.00 ea. (Call for availability)

400 sq. ft. minimum. NO carpeting, drape, tables, chairs, sign or other equipment is provided in this area. Bulk space is recommended for large booth displays, displays involving vehicles, big equipment, etc. No height restriction in this area.

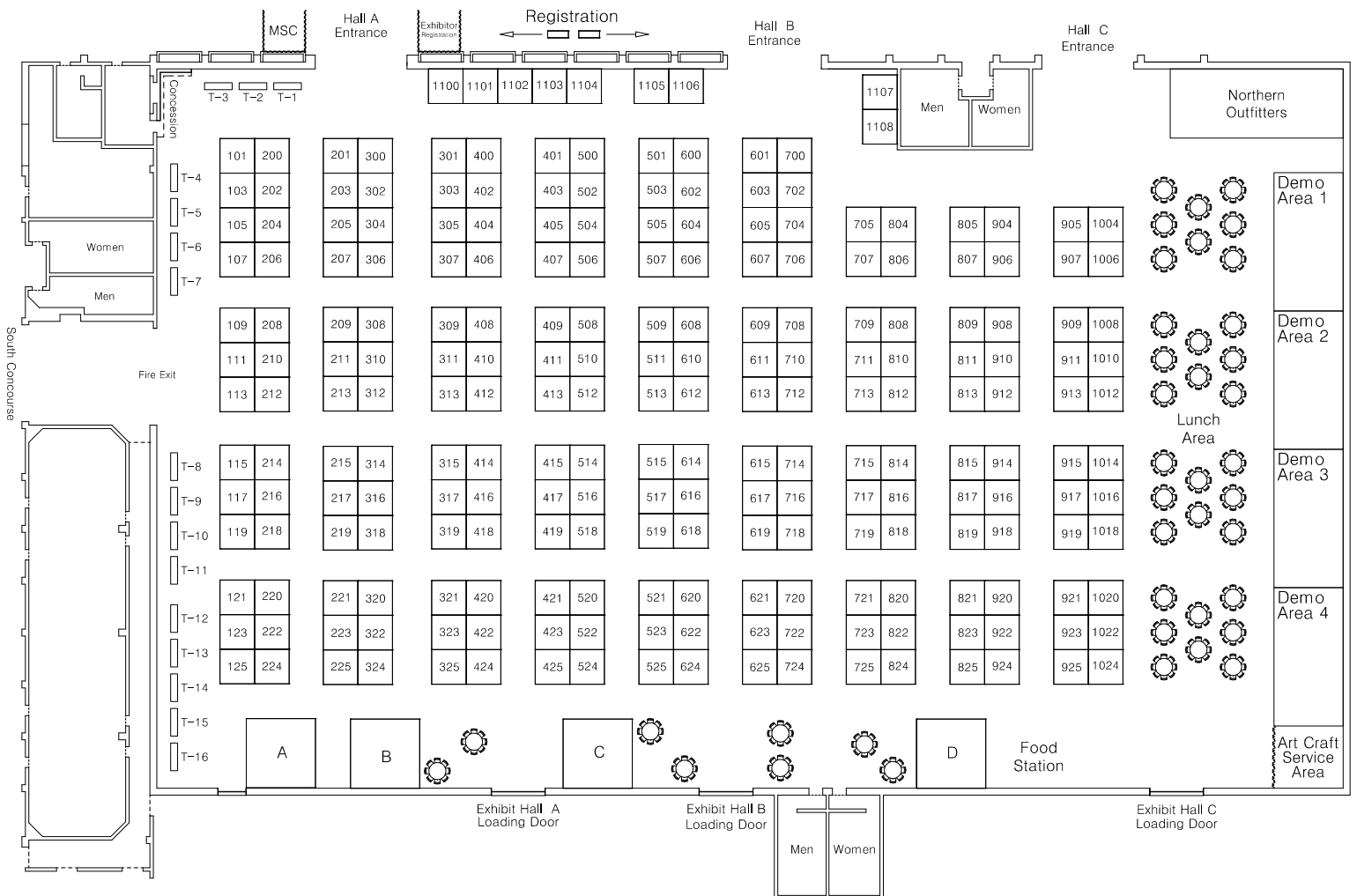
EDUCATIONAL NON-PROFIT DISPLAYS \$165.00 ea.

(Use the "Non-Profit Display" form to reserve your space)

Limited to non-profit health & safety organizations. Included is: Carpet, one 2'x 6' covered & skirted table, one chair, an ID sign (if requested), side drape, back drape and one name/registration badge, which includes one lunch each conference day. A badge form will be provided to you in the confirmation process.

ALL CANCELLATIONS SUBJECT TO A 10% PROCESSING FEE.

NO REFUNDS WILL BE MADE FOR CANCELLATIONS AFTER MARCH 1, 2018.



For questions or more information, contact:

Michigan Safety Conference
1895 Ridgewood Drive, East Lansing, MI 48823
Phone: (517) 203-0737
Email: exhibits@michsafetyconference.org

Note: Please email exhibits@michsafetyconference.org if...

Displaying your product involves noise or anything that may be disruptive to vendors around you. (See Rule # 17 on back page)

OR... You have any questions regarding rule #7 on the back of this brochure.

Why You Should Exhibit:

Approximately 2,200 registered safety professionals attend the Trade Show as well as the quality programs put on by the following divisions: Agriculture, MIOSHA CET, Chemical, Construction, Emergency Management/Fire Safety, Environmental Management, Healthcare, Industrial, Industrial Hygiene, Metal Fabricating, Public Utilities, Risk and Insurance, Security, and Transportation.

Who attends: Over 48% of our attendees are safety directors, with an additional 16% as managers/supervisors. Others include engineers, technicians, skilled trades, etc. Industries represented: the State of Michigan, Hospitals/Health Care, Manufacturers, Auto Industry, Utilities, just to name a few.

Marketing promotion includes: Website, Email campaign, Postcards and Advanced Program Flyer mailing, plus each of the above listed divisions advertise within their industry by e-mail, flyer mailings and meetings.

Benefits to your company: Listing of your company name and website on the Michigan Safety Conference Website (which is up for months prior to the conference), making face to face contact, as well as getting your business name out there to safety professionals from Michigan, Ohio, Illinois and Indiana. You will also receive a list of all registered attendees after the conference, plus sponsorship opportunities are available to gain even more exposure.

Don't miss out....We'll see you there!

RULES, REGULATIONS AND GENERAL INFORMATION

1. All charges for exhibit space must be paid in full with good US funds by date specified on contract/application. Exhibitors not complying will not be allowed to move in.
2. The Michigan Safety Conference, their agents or representatives, cannot guarantee by your exhibiting at this event any financial gain to you or your organization; nor can the conference guarantee attendance of the same.
3. Refunds: No refunds will be made if spaces engaged are not used, nor will any refund be made for space used part of the time. Cancellation of exhibit space must be directed in writing to the address specified herein. In no event will a refund be made for a cancellation after the date specified. Space not occupied by show opening may be used by Michigan Safety Conference for whatever they deem necessary, with no refund due.
4. Liability for loss, theft, property damage or destruction and personal injury:
 - A. Exhibitor hereby waives any and all claims against the Michigan Safety Conference, their agents or representatives resulting from loss, theft, damage, or destruction to its property, or from personal injuries to it, its agents, and/or employees.
 - B. Exhibitor assumes full and complete responsibility for any damage that may occur when moving exhibit material in or out of facility, or destruction of property of others, or person(s) participating in the trade show. Exhibitor hereby waives any right of indemnification which it may have against the Michigan Safety Conference, their agents or representatives for any and all claims arising from exhibiting.
5. Insurance: It is expressly acknowledged that the Michigan Safety Conference, their agents or representatives have not purchased insurance of any kind for the benefit of the exhibitor, nor is it under any obligation to do so. The exhibitor agrees to obtain the following insurance coverage during this event, including move in and move out days: a) Comprehensive general liability insurance coverage including protective and contractual liability coverage; b) Employers liability insurance; c) Worker's Compensation coverage in full compliance with federal and state laws; d) Comprehensive General Automobile liability insurance covering owned, non-owned and hired vehicles including loading/unloading hazards.
6. The exhibitor agrees to abide by all rules and regulations of the building in which the event takes place. All rules and regulations are on file in the general office of the building. No part of any exhibit or any signs relating thereto, shall be pasted, nailed or otherwise attached to the walls, doors, etc., in any way as to deface same, damage arising by failure to observe these rules shall be paid by the exhibitor. Helium Balloons are not permitted on the premises.
7. All exhibitors must conform to the size of their space and must not be of such character or arrangement as to obstruct the view or interfere with the exhibits of others. Nothing shall be displayed at a height above the back wall of the booth, which is 8'. Exhibitors having displays requiring greater depth than are shown on the floor plan, or those requiring greater height than the 8' limits for their background display, MUST arrange with the Michigan Safety Conference for space on the perimeter. Where additional depth is required, the prorata rate per square foot will apply. There will be no hanging of banners or signs of a political nature in any booth.
8. The rights and privileges of an exhibitor shall not be infringed upon by any other exhibitor. Interviews, demonstrations, distribution of literature, etc., must be made inside the exhibitor's booth. Canvassing outside of your booth is forbidden. All exhibitors must wait to dismantle exhibits until show closing.
9. Motion picture projectors and other apparatus must conform to the state and/or city fire regulations. All draperies or other fabrics must be fire retardant before entering into the decoration of any exhibit. Paper decorations are not permitted. Electrical wiring must conform with the local fire codes.
10. Advertising material or signs of firms, other than those who have engaged space, are prohibited. CANVASSING, SOLICITATION OR BUSINESS IN THE INTEREST OF BUSINESS, EXCEPT BY EXHIBITING FIRMS, IS PROHIBITED. THE MICHIGAN SAFETY CONFERENCE WILL APPRECIATE BEING INFORMED OF ANY INFRACTION OF THIS RULE.
11. Rude, disruptive or quarrelsome behavior, unethical conduct, infraction of rules or any sexually oriented material, on the part of an exhibitor or their representatives, or both, will subject the exhibitor or their representatives to dismissal from the exhibit hall, in which event it is agreed no refund shall be made by the Michigan Safety Conference and further no demand for redress will be made by the exhibitor or their representatives.
12. The Michigan Safety Conference, their agents or representatives will not be liable for the fulfillment of this lease as to delivery of space if non-delivery is due to any of the following causes by reason of the building being destroyed by fire, acts of God, strikes, the authority of the law, or for any other causes beyond the Michigan Safety Conference's control.
13. Change of time, place, or floor plan: The Michigan Safety Conference, their agents or representatives shall have the right to change the location, time and floor plan of the trade show.
14. ONLY REGISTERED EXHIBITORS will be admitted to the exhibit hall. All attendees must register to enter; present official pass; or purchase admission ticket, where applicable.
15. Your company, or your company representatives, or your agents shall be held jointly, collectively and individually responsible for any and all debts incurred for all exhibit costs, fees, charges and any violation of these Rules and Regulations.
16. Exhibits and Public Policy: Exhibitor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire prevention, public safety and State sales tax while participating in this showing. Compliance with such laws is mandatory for all exhibitors and sole responsibility is that of the exhibitor. No political displays permitted.
17. Loud speakers, radios, television sets, or the operation of any machinery or equipment which is sufficient volume as to be annoying to neighboring exhibitors will not be permitted. Tables or platforms on which the monitor is placed cannot exceed a height of 42 inches, and it must be positioned in the rear of the display.
18. Subletting of Space: The Exhibitor shall not assign, sublet, or apportion the whole or any part of the space assigned or have representatives, equipment or materials from firms other than their own in the exhibit space without written consent of the Michigan Safety Conference.
19. Soliciting for Exhibits or any other reason by registered or unregistered persons, firms or associations is strictly forbidden, unless approved by the Michigan Safety Conference. Violation of this regulation will result in removal from the show premises immediately and is subject to any and all remedies available at law.
20. The Michigan Safety Conference has the right to refuse an exhibitor on the grounds of incompatibility with the event, or anything deemed as a safety violation determined by the Michigan Safety Conference.
21. Any exhibitor selling or distributing food products is solely responsible to pay any concession fee. Approval must be granted from the facility in advance.
22. The exhibitor authorizes The Michigan Safety Conference, their employees or agents to use exhibitors' name to promote the event and to solicit other exhibitors for this and future events.
23. Exhibitor agrees to pay when due all royalties, license fees or other charges accruing or becoming due to any firm, person or corporation by reason of any music, either live or recorded, or other entertainment of any kind or nature, played staged or produced by the Exhibitor, its agents, employees or subtenants within the premises covered by the License Agreement including but not limited to, royalties or licensing fees due to BMI, ASCAP or SESAC. Exhibitor agrees to hold harmless this event, its agents and employees against any and all such claims and charges, and to defend, at its own expense any and all such claims and charges. Exhibitor shall have the right, however, to protest and if desired, to litigate and adjudicate any and all such claims.
24. The Michigan Safety Conference will make available to Exhibitor an official service contractor (Decorator) for the purpose of providing utilities, furnishings, accessories, tables, drapery, spotlight, signs, models, labor for erecting and dismantling exhibits, etc. Exhibitor must receive consent from the Michigan Safety Conference for outside services. It is expressly understood that the service contractor is not the agent or employee of the Michigan Safety Conference and that the Michigan Safety Conference shall not be liable to exhibitor or any other person for the acts or omissions of the official service contractor.
25. Litigation arising from alleged infringement of copyrights, trademarks and patents is the sole responsibility of the exhibitor.
26. All points not covered herein are subject to settlement by the Michigan Safety Conference Board of Directors.

Managed by MICHIGAN SAFETY CONFERENCE
1895 Ridgewood Drive, East Lansing, MI 48823 • Phone: (517) 203-0737
E-mail: exhibits@michsafetyconference.org

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April 17-18, 2018 • Lansing Center
333 East Michigan Ave. • Lansing, MI 48933

Exhibit Space Application for "10'x 10' Booths & Bulk Space"

Register on-line at www.michsafetyconference.org

Exhibiting Company Name: _____ Contact Person: _____

Address: _____ City: _____ State/Zip: _____

E-Mail: _____ Phone: _____ Fax: _____

Web Site: _____ At Show Contact Person (if different than above): _____

Phone #: _____ E-Mail: _____

Product/Service to be Exhibited: _____ How did you hear about the conference? _____

NO FLOOR SALES - However, orders may be taken

Competitors you wish to be separated from: _____

Booth Sign (1 – 7"x 44" sign will be provided. Please type or print legibly. Limited to 32 characters, including spaces and punctuation): ☐ YES I need a sign ☐ NO sign needed

Booth spaces are issued on a first come, first served basis. Choices are not guaranteed, however, best efforts will be made to accommodate your choices:

1st Choice _____ 2nd Choice _____ 3rd Choice _____

To see what has been sold, view our
interactive booth map at
www.michsafetyconference.org

10 x 10 Booths:

- **Price:** 1st Booth **\$599.00**, Additional Booths **\$580.00**
- **What's Included:** 8' High Back Drape & 3' High Side Drape, Carpet, Booth ID Sign (if requested) and 3 Name Badges per booth which include one lunch per day per badge.
- **NOT Included:** Tables, Chairs and Electricity are NOT included. You will be e-mailed information for ordering these items or you can get forms on the website at www.michsafetyconference.org and follow the "Exhibitor Information" prompts. Free Wi-Fi provided at facility.

Please reserve for our company's use: ☐ 1st Booth @ \$599.00 ☐ _____ Additional Booths @ \$580.00 ea.
Qty

Bulk Spaces A-D and Demo Areas 1-4 (20' x 20' minimum) For questions call 517-203-0737:

- **Price:** 20' x 20' space **\$1,700.00 ea.** - Call for availability
20' x 40' space **\$3,000.00 ea.** - Call for availability
20' x 50' space **\$3,500.00 ea.** - Call for availability
- **What's Included:** 3 Name Badges per assigned space which include one lunch per day, per badge.
- **Note:** Carpet, Drape, Tables, Chairs, Sign and Electricity are NOT included. You will be e-mailed information for ordering these items or you can get forms on the website at www.michsafetyconference.org and follow the "Exhibitor Information" prompts.

☐ Please reserve _____ 20' x 20' spaces @ **\$1,700.00 ea.** _____ 20' x 40' spaces @ **\$3,000.00 ea.** _____ 20' x 50' spaces @ **\$3,500.00 ea.**
Qty Qty Qty

Total Amount in Bulk Space \$ _____

The Exhibitor agrees to abide by all exhibit terms, conditions and regulations set forth in the exhibit brochure:

Total Amount in Exhibit Space _____

Signature

Date

Return contract, along with payment information or check payable to: **Michigan Safety Conference, 1895 Ridgewood Drive, East Lansing, Michigan 48823**

Payment Options: Check Enclosed: # _____ Amount: \$ _____ Credit Card: ☐ Visa ☐ MasterCard ☐ Amex ☐ Discover

Amount to Charge \$ _____ (If no amount is given, the total space fee will be charged).

All cancellations will be charged a 10% processing fee. NO Refunds will be made for cancellations after March 1st, 2018.

A deposit of \$150.00 per booth must accompany your contract. Balance is due on or before February 26, 2018. Contracts received after February 26, 2018 must be accompanied by payment in full. Payments made after April 11th, 2018 must be in the form of a credit card, certified check or money order. No exhibitor will be permitted to exhibit unless their account is current and paid in full (US funds). There will be a \$25 fee for any checks returned for non-sufficient funds.

Card Number: _____ Name on Card: _____

Card Address: _____ Card Zip Code: _____ Exp. Date: _____

Signature: _____ Security Code: _____

Questions? Email: exhibits@michsafetyconference.org

For Office Use Only

Register on-line at
www.michsafetyconference.org



April 17-18, 2018 • Lansing Center
333 East Michigan Ave. • Lansing, MI 48933

Exhibit Space Application for “NON-PROFIT Display” (Limited to Non-Profit Organizations)

Register on-line at www.michsafetyconference.org

Exhibiting Company Name: _____ Contact Person: _____

Address: _____ City: _____ State/Zip: _____

E-Mail: _____ Phone: _____ Fax: _____

Web Site: _____ At Show Contact Person (if different than above): _____

Phone #: _____ E-Mail: _____

Product/Service to be Exhibited: _____ How did you hear about the conference? _____

NO FLOOR SALES - However, orders may be taken

Competitors you wish to be separated from: _____

Booth Sign (1 – 7”x 44” sign will be provided. Please type or print legibly. Limited to 32 characters, including spaces and punctuation): ☐ YES I need a sign ☐ NO sign needed

Non Profit Display: (Limited to Non-Profit Organizations. Show Management will assign a booth number.)

- **Price:** **\$165.00** Per Booth
- **What's Included:** 8' High Back Drape, 3' High Side Drape, Carpet, 1-6' Covered & Skirted Table, 1 Chair, ID Sign (if requested) and One (1) Name Badge which includes one lunch per day.
- **NOT Included:** Electricity is not included. You will receive information for ordering this & other equipment & services or you can get this information and forms on the web site at www.michsafetyconference.org and follow the “Exhibitor Information” prompts.

☐ Please reserve for our company's use: 1 Non-Profit Booth @ \$165.00

Total Amount in Exhibit Space _____

The Exhibitor agrees to abide by all exhibit terms, conditions and regulations set forth in the exhibit brochure:

Signature

Date

Return contract, along with payment information or check payable to: **Michigan Safety Conference, 1895 Ridgewood Drive, East Lansing, Michigan 48823**

Payment Options: Check Enclosed: # _____ Amount: \$ _____ Credit Card: ☐ Visa ☐ MasterCard ☐ Amex ☐ Discover

Amount to Charge \$ _____ (Payment in full is required along with contract)

All cancellations will be charged a 10% processing fee. NO Refunds will be made for cancellations after March 1st, 2018.

Payments made after April 11th, 2018 must be in the form of a credit card, certified check or money order. No exhibitor will be permitted to exhibit unless their account is current and paid in full (US funds). There will be a \$25 fee for any checks returned for non-sufficient funds.

Card Number: _____ Name on Card: _____

Card Address: _____ Card Zip Code: _____ Exp. Date: _____

Signature: _____ Security Code: _____

Questions? Email: exhibits@michsafetyconference.org

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