



Application & Contract for Exhibit Space
Airlines for America (A4A)
Nondestructive Testing (NDT) Forum
Sheraton Fort Worth Downtown
September 22-25, 2025
Fort Worth, Texas

Please send the application to sherri.brooks@gmail.com.

Vendor Information

Company Name - to appear on all signs/lists

Key Contact Person Key Contact Telephone Key Contact Email

Company Address

City State/Province/Country Zip Code

Company Website Company Email (to be listed in the program)

Company Telephone

Tabletop Space Rental Fees

The basic exhibit space rental charge is \$2,000 for each 6' tabletop (table is included)

On or Before August 4, 2025

Total number of booths @ \$2,000 = \$ Hospitality Suite @ \$275/night for room (Tues. only) YES NO

(If interested in reserving a hospitality suite, please contact Sherri Brooks)

I would like to participate in the Passport Prize Drawing held on Wednesday @ \$100 YES NO

On and After August 5, 2025, on availability

Total number of booths @ \$2,500 = \$

I will be hosting a Hospitality Suite without reserving a booth @\$1000/night= \$

Card Type: Visa MasterCard American Express

Card # Name on Card

Expiration Date / Amount Charged &

Address Associated with Charge Including Zip Code

Exhibitor Space Preference (please use numbers on the attached floor plan)

1st Choice 2nd Choice 3rd Choice

We request space assignment such that the following companies are NOT adjacent to or across the aisle from our exhibit:

We agree to abide by all rules and regulations governing the exposition as printed in the Exhibitor Agreement hereof and which is a part of this contract. Acceptance of this application by the Airlines for America (A4A) constitutes a contract.

Authorized Signature (YOU MUST SIGN HERE TO VALIDATE CONTRACT) Date

# Exhibitor Agreement

Airlines for America (A4A) establishes these rules and regulations for the 2025 A4A NDT Forum for all exhibitors. As used herein, "Hotel" shall refer to the Sheraton Fort Worth Downtown, 1701 Commerce Street, Fort Worth, TX 76102.

## Exhibit Information

### Exhibit displays

**Booth spaces are a 6' tabletop.** Set-up hours are from 12:00 am-5:00 pm on Monday, September 22, 2025. Construction/displays that obscure the view of adjoining exhibits are not permitted. Signs can only be attached to the table drapes but not on the walls, floor, or any other area/surface. You will be responsible for payment to AV if you require electricity at your booth. An order form will be sent to you.

To reserve a space you must complete and submit the enclosed form along with payment on or before August 4, 2025. Reservations will not be processed without payment. Full payment must be received before your reservation is confirmed. A confirmation letter will be emailed to the address provided on the form. A4A reserves the right to decline any exhibit reservation request. Exhibit space is open to all companies that market products and services for the commercial aviation industry.

### Exhibit Hours

Monday, September 22	12:00 pm – 5:00 pm (Setup)
Monday, September 22	6:00 pm – 8:00 pm (Reception)
Tuesday, September 23	8:00 am – 3:45 pm
Wednesday, September 24	8:00 am – 3:45 pm
Wednesday, September 24	3:45 pm – 6:00 pm (Teardown)

## Security and Responsibility

All property of the Exhibitor remains under his custody and control in transit to and from the Exhibit Hall and while it is in the confines of the Exhibit Hall. Neither Airlines for America (A4A) nor Creative Conference Solutions (CCS) is responsible for the safety of the property of the Exhibitors from theft, damage by fire, accident, vandalism, or other causes, and the Exhibitor expressly waives and releases any claim or demand it may have against any of them by reason of any damage to or loss of any property. The Exhibit Hall will NOT be locked during non-show hours, it is recommended that Exhibitors store their exhibit materials in a locked area, and obtain adequate insurance coverage, at their own expense, for property loss or damage and liability for personal injury. The Exhibitor understands that neither A4A, CCS, nor the Hotel maintains insurance covering the Exhibitor's property, and it is the sole responsibility of the Exhibitor to obtain such insurance. Items of value should be removed from the Exhibit Hall during non-exhibit hours. Exhibitors wishing to insure their goods should do so at their own expense. A4A or CCS assumes no responsibility or liability for the security of Exhibitors' materials or property at any time before or during the Forum.

**No display is to be dismantled until all scheduled events have ended. Teardown will be on Wednesday, September 24 from 3:45 pm – 6:00 pm.**

## Display Regulations

### Use of Space

Exhibitor locations will be assigned at the sole discretion of A4A. A4A reserves the right to relocate display areas at any time. Only one company may occupy a single exhibit space. **If companies desire to display jointly, each company must reserve a space according to the number of firms involved in the display.** The same company must occupy an exhibit table for the duration of the Forum. Exhibitors shall not assign, sublet, or share the space contracted for with another business unless approval has been obtained in writing from A4A.

A firm or organization not assigned exhibit space will not be permitted to display products or solicit business in the Exhibition area. Exhibitors shall comply with all applicable Hotel rules and regulations.

Exhibits that include the operation of audio or video equipment, public address systems, or any other noise-making machines must be conducted or arranged so as not to disturb adjacent Exhibitors. Exhibitors must secure approval of operating methods from A4A before the Exhibit opens.

Distribution of circulars or promotional material may be made only on the table assigned to the Exhibitor presenting such material.

## Indemnification and Insurance

A4A, its members, officers, directors, employees, and agents, and the Hotel and its officers, directors, employees, and agents, will

not be responsible for any injury, loss, or damage that may occur to the Exhibitor, or to the Exhibitor's employees or agents, or the Exhibitor's property, from any cause whatsoever, unless such injury, loss or damage is caused by the gross negligence of A4A, its members, the Hotel, or their respective employees or agents.

Exhibitor agrees to indemnify, defend and hold harmless A4A and its members, the Hotel and their respective officers, directors, employees, and agents from and against all claims, actions, demands, and judgments (including all reasonable expenses and attorney fees) whether for personal injury or property damage, including the Exhibitor's property or goods, caused by or arising out of the use, occupancy or activities of Exhibitor at the Forum, except to the extent that such injury or damage is caused by the sole gross negligence of A4A, its members, the Hotel, or their respective employees or agents.

The Exhibitor shall carry public liability insurance with financially responsible underwriters, insuring the Exhibitor against liability for bodily injuries (excluding wrongful death) and damage to property caused by the Exhibitor's negligent use or occupancy of the Exhibit space or activities at the Forum.

#### **Storage of Boxes and Crates**

Storage crates, boxes, or other extraneous materials are not to be stored in the exhibit area during the Forum. Arrangements must be made with the Hotel for pickup, storage, and return at regular drayage rates. A4A and its agents assume no responsibility or liability for the security of the Exhibitor's materials or property.

#### **Care of Building and Equipment**

Exhibitors or their agents shall not injure or deface the walls of the building, the tables, or the equipment. Exhibitors are not permitted to drive tacks, nails, or screws into the walls or woodwork at the Hotel. When such damage appears, the Exhibitor is liable to the owner of the property so damaged. The use of stickers and decals is limited to the Exhibitor's display.

#### **Termination and Refunds**

If the Exhibitor fails to comply with these rules and regulations concerning the use of exhibit space, A4A shall have the right to terminate this agreement immediately. In that event, the Exhibitor shall forfeit the amount paid for the space reservation. In the event the forum is canceled by A4A for any reason at any time, the Exhibitor agrees that the sole liability of A4A shall be to return Exhibitors' payment less any reasonable expenses incurred by A4A. A cancellation charge of \$50 will be charged up to 45 days prior to the start of the Forum. In the event the Exhibitor cancels this agreement less than 45 days before the start of the Forum, a cancellation charge of one-half of the space rental shall be assessed. If the Exhibitor cancels 30 days before the start of the Forum, there will be no refunds.

#### **Exhibitor Authorized Representative**

Each Exhibitor must name one person to be its official representative in connection with the installation, operation, and removal of the firm's exhibit. The representative shall be authorized to enter into such service agreements as may be necessary to exhibit at the Forum. The Exhibitor's representative shall be in attendance throughout all Exhibition periods. The representative shall be responsible for keeping the Exhibit in a neat and orderly manner. The Exhibitor and its representative shall comply with all requests by the Hotel or A4A and its agents regarding the exhibit.

It is the responsibility of each Exhibitor to have knowledge of and comply with all laws, ordinances, and regulations pertaining to health, fire prevention, and public safety while participating in this Exhibition.

#### **Union Labor**

Exhibitors are required to observe all contracts in effect between the Hotel and third parties, including any labor organizations. These rules and regulations shall be deemed incorporated in the agreement between the Exhibitor and A4A.