

2018

RRFA

**43rd Convention and Exposition
Vendor Packet**

**OVER 100 FRANCHISES
REPRESENTED!**

**BECOME AN
ENDORSED
VENDOR FOR 2018**

**"WHY SHOULD
MY COMPANY
ATTEND?"**

**WHAT DID LAST
YEARS VENDORS
THINK? FIND OUT!**

**Rosen
Shingle Creek**

ORLANDO, FLORIDA

The sight of the 2018 Roto-Rooter Franchisee Association Convention and Exposition is the beautiful Rosen Shingle Creek Resort in sunny Orlando, Florida.

APRIL 17-22

Abby E. Zaffuto

To Infinity and Beyond

Staying light-years ahead of the competition



ROTO-ROOTER®

This isn't flying...this is falling, with style!
-Buzz Lightyear, Toy Story

We've been working hard behind the scenes to make this year's event the best ever. We've extended the conference an extra day to bring back some member favorites and add more educational sessions. For our vendors, we've added exciting new sponsorship

opportunities. Be sure to check them out.

As always, we appreciate your support and look forward to seeing you in April. Please contact me with any questions. I can be reached at (864) 288-7686.

Greetings from the Roto-Rooter Franchisee Association!

As the 2018 Convention Chairperson, I am excited to announce plans for the 43rd annual RRFA Convention & Exposition. We will be heading to the Rosen Shingle Creek Resort in Orlando, Florida. The award-winning, Four Diamond resort will provide the perfect backdrop for an event that's sure to be out of this world.

The convention will take place April 18-21, with the Vendor Show taking place on Friday, April 20.



Abby E. Zaffuto
Convention Chair

2018

2017 Vendors and Exhibitors

BIG THANKS to our 2017 Vendors!

Thank you for your
continued support of the
RRFA and Roto-Rooter
franchisees across the
country.



TRIC



FAMHOST



SERVICE TITAN

RRFA - CONVENTION AND
EXPOSITION



Nationwide
Inbound Inc
"Answering North America 24/7"



Vendor Opportunities

Why Should I Attend?



Fun with Franchisees

Join franchisees for all the festivities to build a personal relationship with potential customers



Sponsorship & Branding

Sponsor events and prizes for additional branding opportunities and access to franchisees



Vendor Show

Booth Space

One-on-One Interaction
with Franchise Owners



Break Out Sessions

Present to Franchise Owners
in a Small Group Setting



Large Group Presentation

Over 100 Franchises Represented

Vendor FAQ's

"What should I wear?"

Whatever you are comfortable in! Franchisees wear anything from khakis and a Roto-Rooter polo to t-shirts and flip flops. We want our vendors to be just as comfortable as we are.

"Are we allowed to attend the events?"

Absolutely! Vendors are encouraged to attend events. Some events are for franchisees only, but for all others we'd love to have you. In addition to having a great time, it provides an opportunity to build a relationship with potential customers in a casual setting. Some events require additional tickets to be purchased, see **Registration Form**.



"What days should I be there?"

All of them! We love seeing our vendors all week, but we understand some businesses need to get back home. A minimum two (2) night stay is recommended, April 19th and April 20th. The evening of April 19th is the vendor reception and April 20th is the show itself.

"Other than the show, how else can we promote our business to franchisees?"

There are plenty of opportunities to network with franchise owners throughout the convention including: meal times, receptions, down time, and after the days events. In addition, businesses can become an endorsed vendor and buy sponsorships for more exposure and access to franchisees. See back for a breakdown of **Sponsorship Opportunities**.

Show Info

Vendors are encouraged to bring promo items

Booths will have power and wi-fi access

Vendor Reception: April 19 (7-10pm)

Vendor Setup: April 19 (3-5pm)

Vendor Show: April 20 (12-4pm)

Vendor Breakdown: April 20 (4-7pm)

What does it mean to be an Endorsed Vendor?



Standard Endorsed Vendor

Becoming a standard endorsed vendor is a great way to tap into the "Endorsed Vendor" benefits for a minimum investment. Standard Endorsed Vendor status provides a lot of value for first time vendors wanting to introduce their business to the association.

- Vendor may identify itself as an "Endorsed Vendor of the RRFA"
- Vendor's name and website will be listed in The Voice*, with a hyperlink to vendor's website in the online edition.
- Vendor will be listed in The Voice as an "Endorsed Vendor of the RRFA"

Associate Partner

Have you been to the convention before? Are you planning on purchasing a sponsorship this year? Could you benefit from having a list of every member with their contact information? As an associate partner vendors get a chance to step up their engagement with the association and receive discounts at the show. Are you a vendor or a partner?

In addition to benefits of standard endorsed vendors

- Vendor receives a one-time \$200 discount on advertising
- Vendor receives a \$300 discount on Convention booth
- Vendor receives a member list

Gold Partner

Are you ready to present to a captive audience of decision makers overseeing more than 100 franchises across the country? You want a list of every member? Would you like us to send an advertisement out on your behalf? Sounds like you're a Gold Vendor.

In addition to benefits of associate vendors

- Vendor receives a one time \$375 discount on advertising
- Vendor receives \$750 discount on vendor show booth
- Vendor receives member list
- Vendor is entitled to make a 5-minute presentation
- Vendor will have one (1) advertisement distributed to members through the RRFA via direct mail or e-blast*

Vendor Show Booth Selection

Include three (3) booth preferences on Registration Form
For Exhibit Hall Info Contact Susan at (717) 364-1212 or sottaway@rrfa.org


Entrance

**Wednesday
April 18**
8:00 am - 9:00 am

 Registration
Panzacola Registration
9:00 am - 10:15 am

 Give Your Employees
 C.R.A.P.
 Jeff Kortess
Wekiwa 9/10
10:30 am - 12:30 pm

 Give Your Employees
 C.R.A.P.
 Workshop
 Jeff Kortess
Wekiwa 9/10
12:30 pm - 1:30 pm

 Lunch
Sewanee 11/12
1:45 pm - 4:00 pm

 Water Restoration
 Bill Weigand
Wekiwa 9/10

6:30 pm - 10:30 pm

 It's a Small World Reunion
Lake Toho & Deck
**Thursday
April 19**
8:00 am - 2:30 pm

 Golf Tournament
Golf Course
Lake Toho & Deck
7:30 am - 3:00 pm

 Tour
Kennedy Space Center

3:00 pm - 5:00 pm

 Registration
Panzacola Registration

 Exhibitor Setup
 (Vendors Only)

4:00 pm - 6:00 pm

 Board of Directors
 Meeting
Wekiwa 10
7:00 pm - 10:00 pm

 Vendor Reception
Panzacola 3/4
**Friday
April 20**
7:00 am - 7:45 am

 Breakfast
Panzacola East Foyer
8:00 am - 9:30 am

 RRC Marketing Update
 Paul Abrams
 Sally Bayer
Penzacola F1
ROTO-ROOTER.
9:45 am - 11:00 am

 RRC Session
 Topic To Be Determined
Penzacola F1
ROTO-ROOTER.
11:15 am - 12:00 am

 What the New Tax Law
 Means For Your Business
 Rob Freedenberg, Esquire
Penzacola F1
12:00 pm - 3:45 pm

 Vendor Show & Lunch
Panzacola F2/F3/F4
3:00 pm - 5:00 pm

 Branding Committee
Wekiwa 10
**Free Night
Enjoy Orlando!**
**Saturday
April 21**
7:00 am - 8:00 am

 RRFA Fun Run/Walk
Meet in Lobby
8:00 am - 9:00 am

 Breakfast
Panzacola F2
9:00 am - 11:45 am

 Roundtables
Panzacola F1
Wekiwa 10
12:00 pm - 1:30 pm

 RRC Lunch
Panzacola F2
ROTO-ROOTER.
1:45 pm - 3:45 pm

 RRFA Annual Meeting
 & Legal Update
Panzacola F1
4:00 pm - 5:00 pm

 Open Forum
Panzacola F1
5:00 pm - 6:00 pm

 Board of Directors Meeting
Wekiwa 10
7:30 pm - 10:00 pm

 Happily Ever After
 Final Banquet
Butler & Butler Balcony

Breakfast Will Not Be Served

Breakfast Will Not Be Served

Dinner Will Not Be Served

Event Highlight

RRFA Golf Tournament: Shotgun Start 8:00 AM, Meet at Clubhouse
 Rosen Shingle Creek Golf Club, Includes Lunch at Lake Toho & Deck

Kennedy Space Tour: Bus Leaves at 7:30 AM, Returns at 3:00 PM, Meet in Lobby
 Includes General Admission, Lunch with an Astronaut & Private Tour

ENHANCE YOUR CONVENTION EXPERIENCE

→ Happy Hour



Do you want one on one time with franchisees over a drink? Sponsor a happy hour!

Available Events

- Welcome Reception (4/18)
- Vendor Reception (4/19)
- Final Banquet (4/21)

Sponsorship includes branded drink tickets, branded beverage napkins, and an opportunity to present a brief elevator speech to franchisees.

\$1,600 per event

→ Registration Materials



Make your brand stand out at the convention. Sponsor registration material like lanyards and keycards to be seen all week by franchisees!

Available Sponsorships

Registration Portfolio (2)	\$1,250
Neck Wallet w/ Lanyard	\$1,000
Hotel Room Keycards (2)	\$750

→ Event Sponsor



Have you ever closed a sale on the golf course? How about a tour bus? Sponsor an event for a chance to speak to a captive audience, and have branding at association events.

Available Sponsorships

Final Banquet (2)	\$1,250
Vendor Show Prize (1)	\$500
Space Tour (1)	\$1,500
Golf (18)	\$250
Speaker (2)	\$2,500



RRFA CONVENTION SPONSORSHIP

Greetings from the Roto-Rooter Franchisee Association!

Plans are already underway for the next RRFA Convention & Exposition to be held at the beautiful Rosen Shingle Creek in Orlando, Florida. Make sure your calendar is marked for April 18-21. Vendor show setup and reception are April 19, to prepare for the show on April 20.

As the 2018 Convention Chair, I would like to ask for your help in making this show the best yet! Vendors such as yourself are always an integral part of our show and this year we are changing things up to give you more of an opportunity to connect with franchisees. We have added additional sponsorships, and packaged sponsorships with great branding add-ons. Our goal is to make this the best year yet for our sponsors with exposure and access to franchisees.

As always, we appreciate your support and look forward to seeing you in April. Please contact me with any questions. I can be reached at 864-288-7686 or via email at abby@rotorootersc.com.

Sincerely,

Abby Zaffuto

Abby Zaffuto



SPONSORSHIP BENEFITS

→ HAPPY HOUR

Happy Hour Events (3) (4/18, 4/19, 4/21)

Sponsorship includes branded drink tickets, branded beverage napkins, and an opportunity to present a brief elevator speech about your business to franchisees.

→ REGISTRATION MATERIALS

Registration Portfolio (2)

Your logo on portfolios given to every franchisee at registration

Neck Wallet with Lanyard (1)

Your logo on every lanyard and neck wallet. Worn by franchisees all week.

Hotel Room Keycards (3)

Your logo on every franchisees room key

→ EVENT SPONSOR

Final Banquet (2)

A banner/sign hung at event and opportunity to speak to captive franchisees.

Vendor Show Passport Prize (1)

Your logo on show passport as sponsor. Passport used by franchisees to collect signatures from different vendors. Sponsor can present their prize at Final Banquet.

Space Tour (1)

Hand out material, play video/ad on bus TV screens, and speak to franchisees on their way to Kennedy Space Center.

Golf Tournament (18)

Your logo on hole flag during franchisee golf tournament.

Speaker (2)

Opportunity to pitch to captive audience of franchisees before speaker and branded banner around stage.

RETURN FORM WITH PAYMENT TO SECURE YOUR SPONSORSHIP

YOUR COMPANY _____

1ST SPONSORSHIP CHOICE _____ 2ND SPONSORSHIP CHOICE _____

CARD NUMBER

EXPIRATION

SECURITY CODE

NAME ON CARD

SIGNATURE

Sponsorships are sold on a first come, first serve basis. Please send form to sottaway@rrfa.org. Contact Susan Ottaway with any questions at 717-364-1212.



Vendor Registration



Deadline Information: Payment and Registration Form must be received by **March 9, 2018**

Room Information: Vendors are responsible for booking their reservations with Rosen Shingle Creek
Book online at **RRFA.org** under **Conventions and Events** click **Online Room Reservations**
Use Group Code **GRPROTOROOTER**

THINGS TO INCLUDE WITH RESERVATION

- FULL PAYMENT
- REGISTRATION FORM
- BOOTH PREFERENCES
- LIST OF ATTENDEES FOR NAME TAGS
- SIGNED AGREEMENT
- SPONSORSHIP CHOICES
- INSURANCE CERTIFICATE
- TOUR OR GOLF SELECTION

SEND MATERIAL TO

ROTO-ROOTER FRANCHISEE ASSOCIATION
17 S. SECOND STREET, 6TH FLOOR
HARRISBURG, PA 17101
FAX (717) 233-1016

QUESTIONS?

SUSAN OTTAWAY
PHONE: (717) 364-1212
FAX: (717) 233-1016
E-MAIL: SOTTAWAY@RRFA.ORG

BOOTH INFORMATION

8 X 10 EXHIBITION SPACE

INCLUDES CARPET, 6-FOOT SKIRTED TABLE,
TWO (2) SIDE CHAIRS, ONE (1) WASTEBASKET, AND
ONE (1) IDENTIFICATION SIGN

ROOM INFORMATION

VENDORS ARE RESPONSIBLE
FOR BOOKING THEIR OWN ROOMS

ROSEN SHINGLE CREEK IN ORLANDO, FLORIDA
ROOM RATES: \$215.00 PLUS TAXES AND FEES

INDICATE YOU'RE WITH THE
ROTO-ROOTER FRANCHISEE ASSOCIATION

SPONSORSHIP OPPORTUNITIES

VENDOR SPONSORSHIPS ARE SOLD ON A FIRST COME, FIRST SERVE BASIS

HAPPY HOUR

WELCOME RECEPTION (4/18)	\$1,600
VENDOR RECEPTION (4/19)	\$1,600
FINAL BANQUET (4/21)	\$1,600

REGISTRATION MATERIALS

REGISTRATION PORTFOLIO (2)	\$1,250
NECK WALLET w/ LAMPARD	\$1,000
HOTEL ROOM KEYCARDS (2)	\$750

EVENT SPONSORS

FINAL BANQUET (2)	\$1,250
VENDOR SHOW PASSPORT PRIZE	\$500
SPACE TOUR	\$1,500
GOLF HOLE (18)	\$250
SPEAKER (2)	\$2,500

TOTAL BRANDING INVESTMENT \$ _____

FOR A BREAKDOWN OF SPONSORSHIP OPPORTUNITIES
SEE CONVENTION SPONSORSHIP SHEET

BOOTH RATES

INTERESTED IN BECOMING AN ENDORSED VENDOR? CALL SUSAN OTTAWAY!

BOOTH RATES

NON-ENDORSED VENDOR	\$2,500
ENDORSED VENDOR-STANDARD	\$1,500
ENDORSED VENDOR-ASSOCIATE	\$1,200
ENDORSED VENDOR-GOLD	\$750

EXTRA ATTENDEE TICKETS

OPENING RECEPTION	\$110 EACH
WELCOME RECEPTION	\$135 EACH
FINAL BANQUET	\$110 EACH
DINING PACKAGE	\$250 EACH

EVENT TICKETS

GOLF TOURNAMENT	\$100 EACH
*CLUB RENTAL	\$60
KENNEDY SPACE CENTER	\$135 EACH

TOTAL ENCLOSED \$ _____



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PHONE (717) 364-1212
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E-MAIL sottaway@rrfa.org

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ROOM INFORMATION

VENDORS ARE RESPONSIBLE
FOR BOOKING THEIR OWN ROOMS

ROSEN SHINGLE CREEK IN ORLANDO, FLORIDA
ROOM RATES: \$215.00 PLUS TAXES AND FEES

INDICATE YOU'RE WITH THE
ROTO-ROOTER FRANCHISEE ASSOCIATION

VENDOR INFORMATION

COMPANY NAME _____

DESCRIBE YOUR BUSINESS _____

ADDRESS _____

CITY/STATE/ZIP CODE _____

PHONE _____

E-MAIL _____

WEBSITE _____

BOOTH PREFERENCE: PLEASE LIST 3 CHOICES

Option 1 _____ Option 2 _____ Option 3 _____

PLEASE CHARGE My ☐ ☐ ☐ mastercard

CARD NUMBER _____ SECURITY CODE _____ EXPIRATION _____

ADDRESS/ZIP OF CARD _____

NAME ON CARD _____ SIGNATURE _____

ATTENDEE INFORMATION

TWO (2) ATTENDEES INCLUDED WITH BOOTH RESERVATION

EXTRA TICKETS MAY BE PURCHASED FOR ADDITIONAL ATTENDEES

TOUR & GOLF TICKETS **ARE NOT** INCLUDED WITH BOOTH RESERVATION

THESE TICKETS MUST BE RESERVED WITH BOOTH REGISTRATION AND
RETURNED WITH PAYMENT BY MARCH 9, 2018

KENNEDY SPACE CENTER \$135 EACH

ROSEN SHINGLE GOLF TOURNAMENT \$100 EACH + \$60 CLUB RENTAL

ATTENDEE NAME FOR BADGES _____

TOUR SELECTION: GOLF OR SPACE CENTER _____

ATTENDEE NAME FOR BADGES _____

TOUR SELECTION: GOLF OR SPACE CENTER _____

ATTENDEE NAME FOR BADGES _____

TOUR SELECTION: GOLF OR SPACE CENTER _____

2018 Vendor Contract for Exhibit Space

Roto-Rooter Franchisee Association 43rd Annual Convention & Exposition Not Valid Until Signed and Accepted by Association Please Sign and Return No Later than March 9, 2018

This agreement is made by and between the ROTO- ROOTER FRANCHISEE ASSOCIATION, a Pennsylvania nonprofit corporation hereinafter referred to as "Association," and the Exhibitor. The parties agree as follows:

1. ASSIGNMENT

A. Association grants to Exhibitor the right to use _____ space(s) (each space approximately 8' x 10' in size) for the Roto- Rooter Franchisee Association Annual Convention of members, hereinafter referred to as "Show," to be held at **Rosen Shingle Creek**. This exhibit shall consist of pipe and drape, 8' back wall, 3' side rails, 6' draped table, 1 identification sign, 2 contour chairs, and 1 wastebasket. Exhibitor acknowledges that other Exhibitors may be showing the same or similar products or services as those described above

B. The parties acknowledge that the Association has reserved the right to allocate space in such a manner as to produce a balanced Show, keeping in mind that the general attractiveness of the Show adds to its spectator appeal.

C. Exhibitor shall use and occupy the Space for the above purpose in a safe and careful manner, and shall comply with all laws, rules, regulations, and ordinances of all government entities relating to the use of the Space. Exhibitor shall not permit the Space, or any part thereof, to be used for any unlawful or immoral acts to be done which will in any way harm, deface or injure any part of the Space, usual wear and tear excepted. When required, Exhibitor shall deliver up to the Association the Space in as good condition and repair as the same was in when occupied by Exhibitor, ordinary wear and tear excepted, and in proper and clean condition.

2. TERMS

Install Exhibit	Friday, April 20, 2018 8:00 am - 11:00 am
Display Exhibit	Friday, April 20, 2018 12:15 pm - 2:45 pm
Remove Exhibit	Friday, April 20, 2018 2:45 pm - 3:15 pm

Exhibitor authorizes Association to send all goods and exhibits not removed by 3:15 pm to a storage warehouse at the expense of Exhibitor. Exhibitor waives all claims for loss or damage to such goods and exhibits by reason of such removal, and further agrees to pay all such charges as may be incurred for transportation and storage of such goods and exhibits. There will be no early set-up or early breakdown for this event. Please be sure that you ship to the drayage company, not the hotel.

3. RENTAL

Exhibitor shall pay to Association as rental and for the right to use of the Space, the sum of \$2,500.00 (endorsed vendors start at \$1500.00) per 8' x 10' space, payable with this Application. Endorsed Vendor rental will be at a reduced amount per contractual agreement. In the event Exhibitor's Application is not accepted by Association, Exhibitor's full rental shall be returned to Exhibitor.

4. UTILITIES

Association acknowledges that the **Rosen Shingle Creek** has certain utility outlets available, particularly electrical, and that the cost of running any necessary lines and connections for any public utilities to and from any booth or exhibit of Exhibitor shall be borne by Exhibitor. Exhibitor shall pay for all light, power, utilities, water or other services in connection with exhibits. Exhibitor shall have no authority to incur, and shall not incur, any expense, cost or liability against the Association. Exhibitor shall pay all costs and expenses whatsoever in connection with Exhibitor's booth and exhibit, including expenses of moving in and moving out.

5. ASSIGNMENT AND SUBLETTING

Exhibitor shall not, without prior written consent of the Association, sublet all or any part of the Space, and shall not assign this contract. Any such sublease or assignment without such prior written consent shall be void. Exhibitor also agrees not to allow any company or other legal entity, not a parent of or a wholly owned subsidiary of Exhibitor, to use its space.

6. INSURANCE

Exhibitor shall provide evidence of insurance coverage for liabilities arising from death or bodily injury to any third party or property of third parties. Limits of liability coverage shall not be less than \$1,000,000 each person, \$1,000,000 all persons bodily injury, and \$500,000 property damage or \$500,000 combined single limit of liability for bodily injury and property damage. Coverage shall run from not less than one day prior to "Installation of Exhibit" date and expire not less than one day after "Removal of Exhibit" date. **Please designate the Roto-Rooter Franchisee Association as the certificate holder.**

7. INDEMNITY

Exhibitor shall indemnify and hold the Association harmless from and against any and all claims arising from Exhibitor's use of the Space, or from the conduct of Exhibitor's business, or from any activity, work or things done, permitted or suffered by Exhibitor, its agents, employees, licensees or invitees in or about the Space or elsewhere, including but not limited to injury to any person or damage to any property. Exhibitor shall further indemnify and hold Association harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Exhibitor's part to be performed under the terms of this Agreement, or arising from any negligence of Exhibitor's agents, contractors, employees, licensees or invitees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought against Association, shall defend the same with Exhibitor's counsel satisfactory to Association. Exhibitor, as a material part of the consideration to Association, hereby assumes all risks of damage to property or injury to persons in, upon or about the Space arising from any cause and waives all claims in respect thereof against Association.

The Exhibitor assumes all responsibility for any and all loss, theft or damage to Exhibitor's displays, equipment and other property while on Rosen Shingle Creek premises, and hereby waives any claim or demand it may have against The Rosen Shingle Creek or its affiliates arising from such loss, theft or damage. In addition, the Exhibitor agrees to defend (if requested), indemnify and hold harmless Rosen Shingle Creek and their respective parent, subsidiary and other related or affiliated companies from and against any liabilities, obligations, claims, damages, suits, costs and expenses, including, without limitation, attorneys' fees and costs, arising from or in connection with the Exhibitor's occupancy and use of the exhibition premises or any part thereof or any negligent act, error or omission of the exhibitor or its employees, subcontractors or agents.

8. FORCE MAJEURE

Association shall have no liability whatsoever for any matter or thing resulting directly or indirectly from strikes, lockouts, labor disturbances of any kind, fire, delays or defaults of suppliers or contracts, acts of God, war, government regulation, or from any similar or dissimilar cause beyond the reasonable control of Association. If, by reason thereof, or any other reason, the conduct and production of the Show is interfered with or not produced, then in such event, Association shall have no liability or obligation to Exhibitor. If the Show is not held by reason thereof, Association shall return to Exhibitor any monies paid by Exhibitor to Association hereunder.

9. MASTER LEASE

The provisions of this Agreement are subject to all of the terms and conditions of any lease or permit executed by and between the Rosen Shingle Creek and Association in which the Rosen Shingle Creek grants the right to use and occupy a portion of the premises for the purpose of producing and conducting the Show. Exhibitor shall be bound by all of the terms and provisions of the permit insofar as the same shall affect or pertain to the Space. Exhibitor shall perform the terms and provisions of the permit insofar as the same may be applicable to Exhibitor.

10. MISCELLANEOUS

A. Admissible Exhibits

- (1) Exhibitor shall display only merchandise, which will be in production in 2018, and further agrees to display only new (as opposed to used) products.
- (2) Association reserves the right to decline or prohibit an exhibit which, in its opinion, is not suitable for the Show. This reservation concerns persons, things, decorations, conduct, printed matter, souvenirs, catalogs and all other which affect the character of the exhibit.

B. Care and Staffing of Exhibits

- (1) Association will arrange for sweeping the aisles, but Exhibitors must, at their own expense, keep their space clean and their exhibit in good order.
- (2) All coverings of exhibits must be removed by the opening time of the Show and EXHIBITOR MUST HAVE AN ATTENDANT ON DUTY AT ALL TIMES. UNSTAFFED EXHIBITS ARE SUBJECT TO REMOVAL AND STORAGE.
- (3) Exhibitor shall inform the Association of the name or names of persons who will be in charge of the exhibit.

C. Sale of Merchandise

- (1) Exhibitors are encouraged to make their "best price" available during the show.
- (2) All signs, including those listing prices, will be of professional quality to protect the prestige of the Show. The Association reserves the right to request the removal of substandard signs.

D. Installation

- (1) Exhibitor shall not arrange its exhibit so that it will obstruct clear passage to any exit required by any government authority, or to block off a clear view of any sign indicating such exit.
 - (2) Exhibitor shall arrange its display in such a manner so that no part of the display shall protrude into the aisles.
 - (3) Subject to approval of the Association, individual decorations of Exhibitors will be permitted, but no decorations, structural or otherwise, electric lighting fixtures, or other material likely to destroy the uniformity of the exhibition will be permitted. Exhibitor shall not arrange its goods so as to form a wall on the sides of spaces, thereby closing the view of adjacent exhibitors. No partitions, frames or uprights over four feet in height, except the back wall, plus four feet on each side toward the front of exhibit of booth displays, will be allowed in the space without Association's prior written approval. Maximum back wall height permitted for any booth display will be eight feet plus a maximum of two feet for signs, providing that both sides are finished.
 - (4) No decorations shall be placed in or on the building, walls or corridors without the prior consent and approval of Association. All decorations, sets, scenery or other property shall be of flameproof material to conform with requirements of the local fire department. No signs shall be supported by nails, tacks, screws or adhesive tape on walls or woodwork without prior consent and approval of Association.
 - (5) Exhibitor must not bring into Show area any explosives, gasoline, kerosene, acetylene or other fuel or combustibles.
 - (6) Exhibitor shall provide Source One Event, insofar as possible, with an accurate estimate of electrical load or phone line requirements at least two (2) weeks in advance of the opening of the Show. Association may refuse to permit or may reduce any electrical installation if, in its opinion, such electrical capacity is not available.
- ### E. Character of Exhibits
- (1) Exhibitor shall not display goods in operation if they are noisy or objectionable to surrounding exhibits, nor may Exhibitor display any special apparatus that is electrically operated or illuminated, without prior written approval of the Association.
 - (2) No motion picture projectors or loud speakers may be operated in any individual exhibit without prior written approval of the Association.
 - (3) No horns or alarms, whether part of the equipment or a separate exhibit, will be permitted to be operated.
 - (4) No advertising or printed matter shall be distributed, which in the opinion of the Association, is undignified or otherwise objectionable. Exhibitor shall have the right to distribute catalogs and other printed matter approved by the Association from the space occupied by the Exhibitor, but in no other area.

F. Exhibit Area Specifications

(1) Source One Events has been contracted by the Association as the official service contractor for the show.

Exhibit inquiries:

Contact: Sonia Garcia

Phone direct: 407-996-3332

Cell: 321-900-7385

Company will provide each accepted Exhibitor with a manual for purposes of detailing material handling procedures, ingress and egress.

Convention Inquiries:

Roto-Rooter Franchisee Association

Phone – 717-364-1212

Fax – 717-233-1016

RRFA, 17 S. Second St., 6th Floor

Harrisburg, PA 17101

Please return this signed with a check or credit card authorization for fees paid in full. Your space will not be reserved until the fees are paid in full. THIS AGREEMENT SHALL NOT BE IN EFFECT UNTIL SIGNED AND ACCEPTED BY THE ROTO-ROOTER FRANCHISEE ASSOCIATION. This page will be returned upon RRFA acceptance.

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