

Vendors Terms & Conditions

- The Hotel is not responsible for property brought onto or stored on the Hotel's premises by each exhibitor.
- Loading and unloading through the dock only or at the side employee entrance. **NO GUESTS ENTRANCES** can be used.
- \$10.00 per box handling fee if handled by Hotel staff.
- Each exhibitor is responsible for the condition of the assigned area in which he/she displays fixtures, equipment and/or merchandise. After show trash is the responsibility of each exhibitor. Otherwise, a clean up fee will be assessed to the host conference.
- Any damages that occur during set up, show times and tear down will be the responsibility of the exhibitor(s). This will include: doors, carpet, flooring, walls and ceilings of the Hotel.
- Adhesive tape used to secure electricity cord has to be approved by the Hotel. Cleaning of any streaks or marks left on the floor (carpet or marble) will be the responsibility of exhibitor(s).
- No single piece of equipment may exceed 1500 pounds within the Hotel.
- Freight pick up call has to be made by shipper and not by Hotel. United Parcel Service does not service the Hotel, out going packages will have to be via FedEx or call tags have to be issued by the shipper.
- No outside Food & Beverage is allowed to be served in the hotel. Please contact Hotel Meeting & Services personnel to arrange any service.