



Exhibitor Registration

Registration Opens March 1, 2014 Registration Ends June 30, 2014

Contact: Goodwill Ind

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# **2014 Marketplace Tradeshow Prospectus**

Tuesday, August 5, 2014 Walt Disney World Swan and Dolphin \* Orlando, FL

Goodwill Industries International's (GII's) Marketplace Tradeshow is a one-day event dedicated to showcasing existing and potential vendors to an audience of Goodwill Industries<sup>®</sup> employees in the retail, marketing, contracts, business development, information technology and finance disciplines. Personnel from 165 independent Goodwill<sup>®</sup> agencies representing approximately 2,800 Goodwill retail stores in the United States and Canada are expected to attend.

Exhibit at the Marketplace Tradeshow, and introduce yourself personally to the stakeholders directly involved in making purchasing decisions at local Goodwill agencies. At the same time, they can learn from industry leaders like you and explore newly available business tools and best practices.

The Marketplace Tradeshow provides annual exhibit opportunities, so you can network with and showcase your business to Goodwill's staff. Reserve your booth space today!



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Goodwill Industries International (GII) provides sponsorship, partnership, vendor and tradeshow opportunities to organizations that have goods and services that may benefit Goodwill member agencies. Each Goodwill agency operates independently and makes its own purchasing decisions. An organization's affiliation as a sponsor, partner, vendor or tradeshow exhibitor with GII does not imply that GII favors one company over another.

Goodwill<sup>®</sup> and Goodwill Industries<sup>®</sup> are registered trademarks of Goodwill Industries International, Inc. Other product and company names mentioned herein may be the trademarks of their respective owners.

Goodwill Industries International • 15810 Indianola Drive • Rockville, MD 20855 • USA



## Why You Should Exhibit

- Goodwill's only annual retail exhibit opportunity
- Up to150 exhibit opportunities
- Multiple booth types
- Exclusive exhibit hours—no competing sessions
- Access to more than 500 Goodwill decision makers
- Standard exhibitor marketing included in booth price
- Exhibitor lunch included in booth price
- Custom exhibitor marketing\*\*

\*\*Additional cost



#### **Build Relationships**

When you exhibit at Goodwill's Marketplace Tradeshow, you participate in a valuable networking opportunity that allows you to personally introduce yourself to potential customers, build upon your standing relationships, demonstrate industry innovations and distribute samples of your products. Representing your company at the tradeshow allows you to network with and demonstrate your products and services to key decision makers from Goodwill agencies throughout the United States and Canada.

#### Market Your Organization

The Marketplace Tradeshow happens only once a year and is designed for vendors to showcase their products and services face to face with Goodwill staff from the retail, marketing, purchasing, business development, information technology and finance disciplines. At the same time, they can learn from industry leaders like you and explore newly available business tools and best practices.

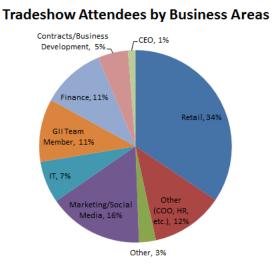
#### Align with the Goodwill Brand

When you work with Goodwill, you form a bond with the second largest nonprofit organization in the United States, one of America's top 25 inspiring companies (Forbes) and one of the nation's top five most valuable and recognized nonprofit brands (Cone LLC). Aligning with such a powerful brand and household name allows your organization to expand its sales revenue and reach audiences it may otherwise leave untapped.

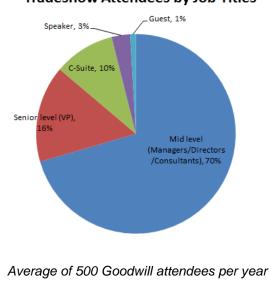
#### Align with Goodwill's Mission and Help Change Lives

Partnering with Goodwill makes great business sense and helps improve the lives of people in the communities where you live and work. Goodwill generates opportunities for people to achieve economic stability and build strong families and vibrant communities by offering job training, employment placement services and other community-based programs for people who have disabilities, those who lack education or job experience, and individuals who face other challenges to gaining and maintaining employment. By working with Goodwill, you help create jobs.

## **Tradeshow Fact Sheet—Attendee and Exhibitor Demographics**



Average of 500 Goodwill attendees per year (Date collection period—2011 - 2013)



(Data collection period—2011 - 2013)

### **Frequent Exhibiting Organizations**

The following organizations have exhibited at the Goodwill Marketplace Tradeshow two or more times since 2010.

Acme Display Fixture ADP Advance Fixture Mart AirWatch AMTdirect Anchor Packaging AT&T Babyking/Petking **Balcon Enterprises** Balemaster Berengaria Development The Boon Group Brainshark Buckhorn Inc C&K Systems Ca\$hMateUSA CDW **Chem-tainer Industries Cintas Corporation** Cocca Development **College Hunks Hauling** 

**Comcast Business** Services ComSurv Core BTS Corp. Apparel Group Dell, Inc. and Dell Reconnect **Diversified Plastics DollarDays International** Dr Pepper Snapple **EBay Giving Works** FCE Benefit Administrators Gertex USA Global Cash Card Goodwill Ind. Graphics Goodwill Ind. Manasota Goodwill Finger Lakes Grand and Benedicts Haddad International Hangers Unlimited

Indaba Systems **Insurance Auto Auctions** InterDyn LANAC Itech Retail Inc LearnSomething Inc. LP Software Lynn Roberts International Meehan & Company Midwest Label & Tag Midwest Tech. Group Mobile Mini, Inc. Monsoon, Inc. National Charity Svcs Neatoscan, Inc. Noble Diagnostics Novelty Inc Office Max **ORBIS** Corporation Orkin Palay Display Industries

PassPort Marketing PCI Waste and **Recycling Equipment** Penske Truck Leasing Profit Solutions Group Prolitec QuestMark Flooring **RACO Industries. LLC** Rainbow Rags Recyclers Regent Products Corp **Republic Services Retail Control Systems Reusable Transport** Packaging **RightPath Resources Royal Basket Trucks RTI Disc Repair** Rug Doctor Safety Net shopgoodwill.com

Sprint Stores Supply Warehouse Sullivan Commercial Supply Summit Group T.A.K. Recycling, LLC **Tabor Storage Solutions TechSoup Global** TheThriftShopper.Com Thrift Books, LLC **TSYS** Merchant Solutions United Container Co. **UPS Mail Innovations** UsedCardboardBoxes Vocus

### Tradeshow Attendees by Job Titles



## What You Need to Know

## **Exhibition Types and Fees**

- 10' x 10' booth: \$2,000
- 10' x 10' booth (premium location): \$3,000
- 10' x 20' booth: \$4,000
- Table Top: \$1,000

Booths include 8' high back walls and 3' high sides. Tabletops include 6' x 2' tables.

Each exhibition type reserved includes:

- One (1) skirted 6' x 2' table
- One (1) booth identification sign
- Two (2) side chairs
- Two (2) "Exhibit Hall Only" badges
- One (1) waste basket with liner

### **Exhibitor Benefits**

- Each booth type admits two (2) staff personnel. An additional \$500 fee per person will be charged for additional staff.
- Standard exhibitor marketing on next page.

#### Exhibitor Responsibilities (See Service Manual)

- Exhibitors are responsible for wireless and audio/visual equipment (computer, video equipment, connection). Storage space may be purchased at an additional cost.
- Exhibitors are highly encouraged to use the GII contracted exhibitor decorator.
- See Marketplace Tradeshow terms and conditions.

### **Dates to Remember**

- March 1, 2014: Exhibition registration opens
- June 30, 2014: Exhibition registration closes Last day to book custom marketing Last day to cancel exhibit
- July 31, 2014: Last day to register additional booth staff at \$500 per person

#### **Payment Terms**

Payment must be made by credit card only. Space will not be assigned without full payment.

#### **Cancellation Policy**

Written cancellations received before June 30, 2014, will be honored with a full refund, less \$150

processing fee. No refunds will be issued after June 30, 2014.

### Application Procedures

- Booth registration must be completed online. Click <u>here</u> to register now.
- During registration, all exhibitors must upload a full-color jpg logo/image for tradeshow marketing purposes.
- All exhibitors must upload a certificate of insurance during registration; see details below.

All registering organizations will be subject to a review process by GII. Review criteria include:

- Organization must be incorporated in the United States or Canada.
- Organization's records are verifiable with public tools such as Dun and Bradstreet, LexisNexis or otherwise.

#### Insurance Requirements

- All certificates will be reviewed for authenticity and coverage periods, and noncompliant organizations will not be able to secure a booth space.
- The minimum liability limits required are as follows:
  - Comprehensive general liability insurance endorsed to include products and completed operations and contractual liability in a minimum amount of \$2,000,000 combined single limit.
- All such policies shall specifically state: "Named as additional insured under above policies." The additional names are: Goodwill Industries International, Inc.(GII), and Walt Disney World Dolphin & Swan.
- The following GII information may be listed on the Certificate of Insurance:
  - Goodwill Industries International Attention: CFO 15810 Indianola Drive Rockville, MD 20855
- Each policy shall provide that it may not be canceled or changed without at least ten days' prior written notice to Goodwill Industries International.

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## **Exhibitor Marketing**

Heighten your organization's awareness before and during the conference with these opportunities.

## Standard Marketing (Included with Every Booth Purchase)

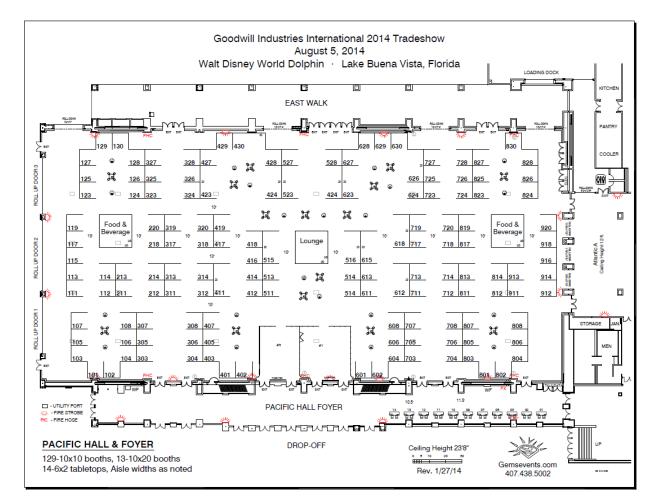
Print: Company name, listing and category in conference tradeshow booklet and onsite on hall signageOnline: Company name, listing, description and logo on event website; includes listing on Goodwill internal sites

## **Custom Marketing**

The following are a sample of custom marketing/advertising opportunities available at all Goodwill events. Learn more about each opportunity and purchase by clicking on this <u>link</u>.

	COE	Spring	DA*	Summer	GILPS	Price		
Print Opportunities								
Booklet Color Ad—Half Page						\$750		
Booklet Color Ad—Full Page						\$1,000		
Print Cling Ads in Conference Facility (Floor/Wall)						\$2,000		
Online and Digital Opportunities								
Webinar—Pre-Event Series Logo Placement (Recorded)						\$500		
Webinar—Pre-Event Series (Exhibitor Led)						\$1,000		
Webinar—Event Simultaneous Series Logo (Live)						\$2,500		
Email—"Know Before You Go" Email Logo Placement						\$1,000		
Marketplace Listing (Special)—Six-month Subscription						\$500		
Mobile App—Event App Sponsorship						\$2,500		
Commercials—One-Minute Commercial (General Session)						\$2,500		
Plasma Screens—Looping Ads						\$1,000		
Event Community—Virtual Lead Retrieval						\$500		
Promotional Opportunities								
Hotel Bag Drop (Items Must Be Approved by GII)						\$2,500		
Face-to-Face Opportunities (Packages)								
Reception Sponsorship (Donated Goods and Retail Group)						\$5,000		
Dinner Sponsorship (Finance Group)						\$2,000		
Conference Welcome Reception Sponsorship						\$2,500		
Vendor-hosted Hospitality Reception (Conference Facility)						\$2,500		
Reception Cruise and Fireworks Sponsorship						\$2,500		
"Get Your Professional Photo" Sponsorship						\$3,000		
"Buzz" Room Sponsorship						\$2,000		
Tradeshow Casino Night—Table Sponsorship						\$1,500		
Tradeshow Casino Night—Gift Sponsorship						\$750		
Offerings sub	ject to chang	ye.						

## **Tradeshow Floor Plan**



\*Floor plan subject to change.

#### Floor Plan Disclaimer

Every effort has been made to ensure the accuracy of all information contained in this floor plan. However no warranties, either expressed or implied are made with respect to the floor plan. If the location of building columns, utilities, or other architectural components of the facility is a consideration in the usage of the facility or in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimensions of the facility. 8

## Member Marketplace Tradeshow Terms and Conditions

Upon acceptance by GII, all Exhibitors are required to agree and comply with the following Terms and Conditions:

#### 1. INDEMNIFICATION

- A. The Exhibitor agrees to indemnify, hold harmless and defend GII and the hotel or facility and their respective members, officers, directors, agents and employees from and against any and all liabilities, damages, actions, losses, claims and expenses (inclusive of attorney's fees) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any act, omission, negligence, fault, or violation of a law or ordinance by the Exhibitor or its employees, agents, contractors, patrons and invitees.
- B. GII will cooperate fully, but cannot assume responsibility for damage to Exhibitor's property, lost shipments either arriving or departing the premises, or moving costs. Any damage due to inadequately packed property is the Exhibitor's own responsibility. If the exhibit fails to arrive, the Exhibitor will nevertheless be responsible for booth rental fee, and no refund will be made. Exhibitor should carry insurance against such risks.

## 2. LIABILITY/INSURANCE

- A. The Exhibitor shall, at its own cost and expense, carry and maintain Comprehensive General Liability Insurance, through companies satisfactory to Goodwill Industries International, in a minimum amount of \$2,000,000 combined single limit.
- **B.** All such policies (except Workers' Compensation) shall specifically state: "Named as additional insurer under above policies." The additional names are: Goodwill Industries International, Inc. and Walt Disney World and Swan.
- **C.** Each policy shall provide that it may not be canceled or changed without at least ten (10) days' prior written notice to GII.
- D. GII shall furnish to San Jose Convention Center a copy of the Exhibitor's certificate of insurance evidencing such coverage prior to the commencement of services hereunder and shall continue to provide San Jose Convention Center with subsequent Certificates of Insurance evidencing uninterrupted compliance with this insurance requirement until the termination of this agreement.
- **E.** GII will provide a security guard solely for the tradeshow location from tradeshow move in on Monday, August 4, 2014, through exhibit end/tear down hours on Tuesday, August 5, 2014; however, the furnishing of such security services shall not be construed as an assumption, obligation or duty of GII with respect to the protection of property of the Exhibitor.
- F. The Exhibitor is solely responsible for the protection of its property. Due to the tremendous value of exhibits, it is impractical and impossible for GII to insure the Exhibitor's equipment against loss, theft, damage or breakage.
- **G.** Neither GII nor the hotel, nor any facility, nor any of its employees or representative(s), nor any representative of GII, nor any subcontractor will be responsible for any injury, loss or damage to the Exhibitor or the Exhibitor's employees or property, however caused.



## 3. REJECTED DISPLAYS

- **A.** GII determines the eligibility of any company or product for exhibit. GII may forbid installation or require removal or discontinuance of any exhibit or promotion, wholly or in part, that in its sole opinion is not in keeping with the spirit and mission of Goodwill.
- B. Unethical conduct, breach of this contract, or infractions of rules on the part of the Exhibitor or its representative(s), or both, will subject the Exhibitor or representative(s) to dismissal from exhibit areas. In the event of such dismissal, no refund shall be made, and the Exhibitor or its representative(s) may make no demand for redress.
- **C.** Exhibitors and representative(s) who fail to observe these conditions of contract or who, in the opinion of GII, conduct themselves unethically may be dismissed without refund or appeal for redress.

## 4. SPACE ASSIGNMENTS

- **A.** Space assigned to Exhibitor may be reassigned by GII to affect balance against congestion, to avoid confusion in company names, to solve competitive conditions, or for similar reasons.
- **B.** No such reassignment will be made without notification to the Exhibitor. An Exhibitor may not share with or sublet space to another party. If the Exhibitor has requested more than one booth space, GII will assign contiguous space if such space is available.
- **C.** The Exhibitor must conduct all its activities within its assigned booth space. The Exhibitor may not use the aisles or other areas of the exhibit hall for its promotional activities.

## 5. HEIGHT AND SPACE RESTRICTIONS

- **A.** All in-line exhibits, back walls and decorations will be limited to eight (8) feet in height, not extending more than three (3) feet from the back wall, except actual equipment that in normal operation exceeds this height. Permission to exhibit equipment with abnormal heights must be obtained from GII.
- **B.** Exhibits should not project beyond the space allotted and should not obstruct the view or interfere with traffic to other exhibits. The wings of an exhibit should not project more than three (3) feet from the back wall.
- **C.** Exhibitors who assemble a display that does not meet these height and space restrictions or that obstruct sight to other Exhibitor booths will have their booths moved, rearranged or dismantled at the Exhibitor's expense.

## 6. SOLICITATION

- A. GII may, at its sole discretion, withhold or withdraw permission to distribute souvenirs, advertising or other material it considers objectionable. Novelty gifts or souvenirs must be submitted to GII for review prior to distribution.
- **B.** Direct selling of products or services is prohibited. The Exhibitor agrees that selling goods or services in the exhibition hall will result in the closing of the exhibit by GII. It is agreed that no refund of exhibit fees and no demand for redress will be made by the Exhibitor or its representative(s) in this event. No soliciting for business shall be permitted in aisles or in other Exhibitors' booths.
- **C.** Exhibitor may distribute samples, catalogues, pamphlets, publications and promotional materials only within their own booth.

- D. No Exhibitor will be permitted to give away any premium items, or to conduct any prize drawings for awards for signing of names and addressees, or other extreme promotions, without first obtaining written permission from GII.
- E. Advertising, canvassing, solicitation of business, and other activities are not permitted in the exhibit hall except by companies that have obtained space to exhibit from GII, and then only in the space assigned.
- **F.** Exhibitor's use of GII's name and its Smiling G logo or any other GII-owned trademarks is strictly prohibited in any advertising or marketing material on the web or in print or as part of the exhibit. The only logo permitted for use in tradeshow marketing material is the Goodwill Member Marketplace logo below, which will be available to exhibitors for download during registration.



#### 7. BOOTH MATERIALS/FIRE REGULATIONS

- **A.** All Exhibit and booth materials must comply with federal and city fire laws, insurance underwriter, and hotel/facility safety regulations, and must be flameproof. All packing containers, excelsior and similar materials are to be removed from the exhibition area upon completion of booth set-up.
- **B.** The Exhibitor is restricted to materials that will pass inspection. Decorations of paper, pine boughs, leafy decorations, tree decorations or tree branches are prohibited. Any substance prohibited by the city fire and safety departments or authorities will not be permitted in the exhibition area. In addition, all electrical work and electrical wiring must be approved and installed in accordance with local regulations.
- C. Exhibits must not block aisles or fire exits. Any questionable materials to include helium, gas, etc., must be approved by GII.
- D. The Exhibitor will not be permitted to store packing crates, containers and boxes in its booth during the tradeshow period. The Exhibitor may make arrangements with the GII contracted exhibitor decorator or the facility for storage of packing crates, containers and boxes that are properly identified with the Exhibitor's name. GII is not responsible for the damage, destruction or theft of any packing crates, containers or boxes.

### 8. AUDIO AND VIDEO

- **A.** Motion picture projectors and apparatuses must conform to the fire regulations of the facility. Projection of motion pictures must be supervised by a licensed operator where required.
- B. An exhibitor with audible electric sound, motion pictures or other microphones or devices that GII, in its sole discretion, deems objectionable to other Exhibitors will be required to discontinue this method of promotion. GII reserves the right to impose sound limitations on Exhibitors when their promotional activities are interfering with the activities of other Exhibitors or participation and enjoyment of the exhibit hall by Goodwill members.

## 9. BOOTH STAFFING

A. In its best interest, and for security, the Exhibitor shall keep staff in the booth(s) during all exhibit hours. Each exhibiting company is entitled to up to two (2) exhibit staff badges per booth. An exhibit staff badge is for personnel responsible for working in the booth during show hours, and it will not provide access to any other event. Badges must be worn at all times for admission to the exhibit hall. Additional personnel and additional badges per booth can be obtained for \$500 per person. This does not apply to sponsors.

**B.** GII is not responsible for any loss or damage to Exhibitor's display, materials, or other personal property left in the booth, whether the booth is attended or unattended.

#### 10. INSTALLING/DISMANTLING/REMOVING BOOTHS

- A. The exhibit hall will be available to Exhibitors on Monday, August 4, 2014, during the designated move-in hours for the installation of displays. All exhibits must be operational by the time the tradeshow opens. No installation will be permitted during the tradeshow hours without special written permission from GII. Space not occupied by tradeshow open may be reassigned for other purposes by GII. Any Exhibitor failing to occupy contracted space is not relieved of the obligation to pay for such space at the full rental price, and GII shall have the right to use such space as it deems appropriate to eliminate blank space in the exhibit hall.
- B. The exhibit hall will be available to Exhibitors on Tuesday, August 5, 2014 from 6 8 p.m., for the dismantling and removal of displays. Load out of all booths must be completed by 8 p.m. that day. No exhibit may be dismantled before the specified time, nor may any part of the exhibit or equipment be removed once it has been set up, without permission from GII.
- **C.** Before any exhibit may be removed from the building, the Exhibitor must make arrangements satisfactory to GII and the facility for payment of any charges incurred by the Exhibitor in connection with the exposition therein.
- D. The Exhibitor must surrender the booth space in the same condition it was in when the Exhibitor arrived. The Exhibitor and its employees and agents shall not damage or deface any part of the building where the tradeshow is held, the booths, or the equipment or furniture of the booth, or property of other Exhibitors. The Exhibitor may not tape, nail or otherwise affix the exhibit or signs to the walls, doors or other components of the booth space of facility in a way that might cause damage. The Exhibitor is liable to the owner of the property for any damage caused by the Exhibitor, its employees or agents. GII or the facility may remove any display, materials or other personal property left in the booth space after 8 p.m. on Tuesday, August 5, 2014 and neither GII nor the facility shall have any liability to the Exhibitor for the return of any property so removed or compensation for its value. The Exhibitor will be solely responsible for any charges incurred by GII or the facility in removing the Exhibitor's personal property from the booth space.
- **E.** The Exhibitor will comply with all rules and regulations imposed by the facility on the use of hand trucks, carts or other vehicles for transporting displays and materials into and removing them from the exhibit hall.

## **11. THIRD-PARTY CONTRACTORS**

- A. All Exhibitors are strongly encouraged to use the contracted exhibitor decorator for booth exhibits.
- **B.** GII has selected and contracted an official exhibitor decorator for the tradeshow, with labor and equipment to be provided at prevailing rates. Contact information for the exhibitor decorator will be provided.
- **C.** Due to limited storage, large shipment of drayage, packages or exhibits for an exhibit and/or production company or client will not be accepted by the Walt Disney World and Swan. A large shipment is roughly defined as any shipment with more than five boxes, or weighing in excess of 100 pounds. Should an Exhibitor send unqualified package(s), they will not be accepted by the Receiving Department. Please make arrangements for pre- and post-shipping, drayage handling and storage with the contracted exhibitor decorator.
- **D.** No deliveries can be made through the public areas of the hotel. Please deliver all materials through the shipping and receiving department.
- E. Small outgoing shipments can be handled by the Walt Disney World and Swan.

F. The Exhibitor assumes full responsibility for any third-party contractor hired by the Exhibitor.

## 12. PAYMENT, CONFIRMATION AND CANCELLATION POLICY

- A. Exhibiting space will not be assigned without full payment.
- **B.** Goodwill Industries International, Inc. may not be able to accommodate all applicants. Companies that have applied to exhibit will be accommodated at the sole discretion of Goodwill Industries International, Inc. and will be notified as such.
- C. Any Exhibitor may cancel or withdraw from exhibiting at the tradeshow subject to the following conditions:
  - i. The Exhibitor shall give GII written notice of cancellation. Such notice will be considered official on the date of receipt by GII.
  - ii. Written cancellations received prior to **June 30, 2014**, will be honored with a full refund, less a \$150 processing fee.
  - iii. After **June 30, 2014**, no refund shall be given for cancellations or no-shows. The Exhibitor assumes the risk of transportation, delivery, contractor and other delays that may prevent the Exhibitor or its display from arriving on time at the tradeshow.
- D. In the event the premises of the facility are destroyed or damaged, or if the tradeshow fails to take place as scheduled or is interrupted or discontinued, or access to the premises is prevented or interfered with by reason of any strike, lockout, injunction, act of war or terrorism, act of God, emergency declared by any government agency, or for any other reason, GII may terminate the tradeshow. In the event of such termination, the Exhibitor waives any and all damages and claims for damages and agrees that the sole liability of GII is to return to the Exhibitor its space fee payment after payment of all tradeshow expenses.

## **13. AMERICANS WITH DISABILITIES ACT**

- **A.** All Exhibitors shall be responsible for complying with the accommodations or requirements of the Americans with Disabilities Act ("ADA"), including:
  - i. The readily achievable removal of physical barriers to access to the assigned exhibit and common areas.
  - ii. The provision of auxiliary aids and services where necessary to ensure that the Exhibitor treats individuals with disabilities no differently than other individuals.
  - iii. The modification of the Exhibitor's policies, practices and procedures applicable to all guests and/or groups as necessary to provide goods and services to individuals with disabilities.
- **B.** The Exhibitor shall indemnify and hold harmless GII against all losses, liabilities, claims, suits, expenses and damages, including attorney's fees, on account of or relating to any actual failure of the Exhibitor to comply with local, state and/or federal laws regarding ADA accommodations.

## 14. AMENDMENT TO RULES

- **A.** Any and all matters or questions not specifically covered by these Terms and Conditions shall be subject solely to the discretion of GII.
- **B.** GII may, in its sole discretion, make reasonable changes, amendments or additions to these terms and conditions. Any such changes shall be binding on Exhibitor equally with the other terms and conditions contained herein.