EAA AIRVENTURE OSHKOSH EXHIBITOR APPLICATION CONTRACT

OPERATIONAL RULES & REGULATIONS

Show Schedule

A. EXHIBIT SETUP – Exhibitors may begin installation of their exhibits THURSDAY, JULY 21, 2016 at 8:00 AM and must be fully completed and ready for display by 9:00 A.M., Monday, July 25, 2016. Exhibitors must be registered by 12:00 Noon the day preceding the convention. (If there is a conflict with your travel plans, please notify the Exhibit Office)

- All Exhibitors will check in for credentials at the Exhibit Check In Point, located at the corner of Waukau Ave. and Foundation Road. Admission wristbands are provided free of charge, based on the number and type of booths assigned, for your convention staff. Additional weekly and daily admission wristbands may be purchased at the EAA member rate. All Exhibitors and staff must wear a wristband at all times while on EAA grounds.
- Aircraft Arrivals – EAA volunteers will start placing aircraft on Thursday, July 21, 2016. We ask that all aircraft arrive no later than Sunday, July 24, 2016 for placement in your site. We will place aircraft from 8:00 am – 5:00 pm Thursday, July 21 - Sunday, July 24, 2016. Any aircraft arriving later than 5:00 pm, Thursday, July 21 – Sunday, July 24, will temporarily be placed over night and placed in your display the following morning. If your aircraft arrives after 5:00 pm on Sunday, July 24th, you run the risk of EAA's not being able to accommodate your aircraft in your display space for the show. Please keep in mind that Sunday July 24th is one of our busiest days for Exhibitor Check-in and aircraft arrivals, so please feel free to arrive on or before Saturday July 23 to avoid the heavy traffic. All special arrival requests must be made to the Exhibit office and receive prior written approval from EAA.

B. EXHIBIT HOURS OF OPERATION

MONDAY, JULY 25th – SATURDAY, JULY 30th FROM 9:00 AM TO 5:00 PM
SUNDAY, JULY 31st FROM 9:00 AM to 4:00 PM, ULTRALIGHT CLOSE AT 3:00 PM
Exhibitor agrees to maintain and operate its complete display, booth, exhibit, etc. during all hours of operation for the entire duration of EAA AirVenture Oshkosh. Exhibitor must ensure its exhibit is open between these hours to actively promote its products/service**, and to maintain a positive and consistent AirVenture experience for all guests. Note that Space Allocation Priority will not be available to any Exhibitor who fails to comply. See Section 31 of these Rules and Regulations.**. Outdoor exhibits may be open prior to 9:00 A.M. (8:00 A.M. earliest) and remain open after 5:00 P.M. (7:00 P.M. latest) Exhibitor is required to staff its exhibit as stated above.

C. BOOTH TEAR DOWN – Sunday, July 31, 2016 at 4:00 P.M. is the official closing of the exhibit areas. Ultralight Area will close at 3:00 p.m. Below is a time line set by EAA for dismantling your exhibit booth/space.

- Sunday, July 31, 2016
  - 3:00 P.M.– 5:00 P.M. EAA will pull aircraft from the aircraft display areas. This does not mean that Exhibitors may close the rest of their display down. Exhibit booth/tents must remain open until 4:00 PM, 3:00 PM in Ultralight area.
  - 3:00 P.M. Tear down may begin in Ultralight display area ONLY
  - 4:00 P.M. Exhibits close (Indoor, Main & North Aircraft Display and Fly Market)
  - 4:00 P.M.– 5:00 P.M. Aircraft departure, and Exhibitor's may manually tear down booth/space
  - 4:00 P.M.– 6:00 P.M. GES will be delivering fiber cases and cardboard boxes. If you are unsure if your case qualifies to be delivered please contact GES for clarification.
  - 5:00 pm - Exhibitors may pull vehicles (no-Semi's) up to their building/space
  - GES fork lift services will not be available until Monday, August 1, 2016, at 8:00 A.M.
  - GES will deliver all empty crates overnight; they will be delivered to all Exhibitors by 8:00 A.M. Monday, August 1.
  - Empty crates will not be available to the Exhibitor or delivered before this time.
- Monday, August 1, 2016
  - 8:00 A.M. – GES will start loading outbound shipments.
  - 8:00 A.M. – 6:00 pm Exhibitor tear down with GES services.
- Tuesday, August 2, 2016– 8:00 A.M. – 5:00 P.M. Exhibitor tear down
- Wednesday, August 3, 2016– 8:00 A.M. – 5:00 P.M. Exhibitor tear down

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1. **AIR CONDITIONERS**. Any use of air conditioners in the exhibit hangars is strictly prohibited.

2. **AIRCRAFT ARRIVAL/PLACEMENT INFORMATION**
   a. How to Fly In To EAA AirVenture Oshkosh? - EAA will provide you with an Aircraft pass indicating your Company Name and site # (s). This pass must be placed in the aircraft window upon landing. Our Volunteer ground crew will then direct you to the appropriate area. EAA's volunteer placement crew will then place you into your exhibit site on a first come first served basis. Please make sure that all pilots flying in to our event for your company have reviewed the NOTAM!
   b. Who Places our Aircraft In Our Site? - We have a wonderful team of qualified volunteers that will place your aircraft in your display area. Please make sure you thank them for all their hard work. Without them things would not run as smoothly as they do.
   c. Aircraft Placement Times – EAA volunteers will start placing aircraft on Thursday, July 21, 2016. We ask that all aircraft arrive no later than Sunday, July 24, 2016 for placement in your site. We will place aircraft from 8:00 am – 5:00 pm Thursday, July 21- Sunday, July 24, 2016. Any aircraft arriving later than 5:00 pm, Thursday, July 21th – Sunday, July 24th, will temporarily be placed over night and placed in your display the following morning. If your aircraft arrives after 5:00 pm on Sunday, July 24th, you run the risk of us not being able to accommodate your aircraft in your display space for the show. Please keep in mind that Sunday July 24th is one of our busiest days for Exhibitor Check-in and aircraft arrivals, so please feel free to arrive on or before Saturday July 23th to avoid all that traffic. All special arrival requests must be made to the Exhibit office and receive prior written approval from EAA.
   d. Have Your Site Ready – We ask that when designing your Aircraft Display, you please keep in mind that we will need adequate clearance to maneuver your aircraft into your display for placement. If part of your design will interfere with the placement of your aircraft we ask that you wait to erect it until your aircraft has been placed within your display. If your site is not ready upon your aircraft's arrival your aircraft will be temporarily placed, so that we can continue our aircraft placement process. When your site is ready we will do our best to place your aircraft as soon as possible.
   e. Contact Cards - If EAA has to temporarily place your aircraft (not in your display space), we will ask you to fill out a contact card (Company Name, site #(s), Contact person & Contact #). This will help us locate your company representative when we are ready to place your aircraft in your display.

3. **AIRCRAFT/ENGINE REGULATIONS.**
   a. Aircraft Plans and Kits – Aircraft plans and kits offered at EAA AirVenture Oshkosh and/or advertised in EAA publications must have satisfied the FAA minimum requirements of the Experimental Amateur-Built category and must have been operated a minimum of 25 hours when using an FAA certified engine or 40 hours with a non-certified engine and should have satisfactorily demonstrated their advertised qualities. The FAA Operation Limitations must have been amended to permit flight outside the test flight area.
   b. Engines – Exhibits for non-certified engines must meet the following requirements prior to being exhibited or offered at EAA AirVenture Oshkosh and/or advertised in EAA publications:
      i. An engine identical to the one to be promoted has been operated for a period of 60 hours. The engine must have been operated in the configuration in which it will be operated on an aircraft - that is with the same electrical system, fuel system, cooling apparatus (baffling, radiator, etc.), reduction unit (if applicable). The propeller may be a test club. The 60 hours running time may be (a) entirely on a test stand, (b) in an airframe (static) or (c) flight time, or a combination of the three.

      Running of engines in Aircraft Display Areas only (without prop). This is authorized only if monitored and deemed safe by EAA Exhibit Co-Chairman and/or his or her designated representative, and if it is properly muffled so as not to disturb fellow exhibitors. Exhibitor must supply EAA Exhibit Office a letter stating that the test times as outlined above have been completed.
   c. Aircraft Movement – Aircraft Display is STATIC DISPLAY ONLY. No aircraft movement is allowed. If Exhibitor displays an aircraft, it must be in place prior to the start of the opening day of EAA AirVenture Oshkosh and may not be moved until EAA AirVenture Oshkosh has officially ended. Violations will be subject to a movement fee of $1,000 per vehicle, per occurrence, plus any other applicable remedies hereunder or at law.
   d. Ultralights/Hang Gliding – Participation in EAA sponsored events and/or publications are accepted with the following conditions: Ultralight products and services shall perform as represented. Aircraft and engines must have successfully operated for a minimum of ten (10) hours in the configuration advertised for sale.

4. **FOOD & BEVERAGES/ALCOHOL BEVERAGES AND INTOXICANTS**. An exhibitor/sponsor may wish to hold a private or public function that includes food and non-alcohol beverages within its exhibit space or at another designated location, or where an aircraft manufacturer may wish to provide a hospitality event for its arriving aircraft owners. With written approval from the EAA Events team, permission will be granted based on the event location and time. All food and non-alcohol beverage inquiries must be sent to Kelly Zanders, kzanders@eaa.org or 920-426-6281. **EXHIBITOR IS LEGALLY AND CONTRACTUALLY PROHIBITED FROM CONSUMING, SERVING, SELLING, OR OTHERWISE PROVIDING ANY ALCOHOL BEVERAGES IN ITS EXHIBIT SPACE OR ANYWHERE ELSE ON THE AIRVENTURE GROUNDS, EXCEPT FOR BEVERAGES PROVIDED BY EAA AS THE LICENSE HOLDER.** All cash or hosted alcohol beverage service must be provided by EAA and contracted with EAA's Food and Beverage Manager, Ryan Rasmussen, (920) 279-2751, rrasmussen@eaa.org .

5. **ANTENNA/DISHES.** Small antennas/dishes are allowed provided that they do not interfere with convention radio activity and are cleared in advance by the Exhibits Office. Support equipment (e.g., antenna/dish installations on buildings) will be allowed if a written request has been made to the Exhibits Office and is authorized prior to event by EAA. EAA's approved contractor only may perform installation of antennas/dishes. EAA will provide a quote for the installation prior to work being started.

6. **ATTENTION-GETTING DEVICES**. Noisemakers, disruptive audio, flashing signs and other attention getting devices, in EAA's sole judgment, are prohibited.

7. **CAMPING**
   a. Exhibit Space Camping – Exhibitors camping in their assigned space in the Fly Market, Main Aircraft Display and the North Aircraft Display will be charged a flat camping fee. Please contact the Exhibit Office for pricing. Camping in Ultralight exhibits is complimentary. No other camping in the exhibit or display areas is permitted. Exhibitors who desire to camp in their assigned spaces shall register and purchase camping credential(s) on the Pass Request and Registration form (see section 1).
   b. Camp Scholler Camping – Exhibitors requesting to camp in Camp Scholler must be an EAA member. You will need to register at the main admission gate in Camp Scholler to purchase the appropriate credentials. Strictly NO CAMPING in the parking lots. Violators will be towed.

8. **CLEANING.** EAA shall cause all aisles to be kept clean during set-up, entire event and tear down. To maintain maximum cleanliness, Exhibitors shall appoint one of their staff to clean their Exhibit space at the close of each day; debris from the booth should be placed neatly in the aisle where it will be gathered by EAA. The Exhibitor will be responsible for additional cleaning as is required and shall keep the space clean and orderly at all times. **EAA may charge liquidated damages of $1,000.00 per occurrence for cleaning Exhibitor's area either during or after EAA AirVenture Oshkosh. Exhibitor agrees that such liquidated damages are reasonable and fair, and will pay any such liquidated damages promptly after written notice from EAA.**

9. **DEMONSTRATIONS.** Any demonstrations increasing liability will not be allowed (e.g., fires) NOTICE: EAA will no longer assign indoor exhibit space to companies performing demonstrations using or involving, drilling, sanding, machining, etc. If your company has any questions on product demonstrations, please contact EAA's Exhibit Office for clarification.

10. ELECTRICAL
   a. Indoor Exhibits – All standard indoor booths provided by EAA are furnished with standard electrical service. A maximum of 750 watts or 6 amps at 120 volts.
   b. Outdoor Exhibits – All standard outdoor booths provided by EAA are furnished with standard electrical service (Main/North Aircraft Display – 1500 watts or 12 amps at 120 volts; Fly Market – 750 watts or 6 amps at 120 volts). Electricity is not available in the Ultralight/Rotorcraft area.

11. **EMERGENCY INFORMATION**
   Emergency Procedures Dial – 911
   - In the event of an emergency, please dial "911". Be prepared to furnish the dispatcher with the location and nature of your emergency. The EAA Communication Center is open 24 hours a day throughout convention (920) 230-7800.

   a. On-site Exhibit Office Contact

- Contact the Exhibit Office during EAA AirVenture Oshkosh to report an issue you may have or to receive messages, at (920)-230-7706 during July 18th – July 31st . Please make sure that family members, business associates and others know your BOOTH NUMBER and COMPANY NAME when calling.

b. Medical Facilities

- EMS (Emergency Medical Services) is located north-east of the FAA Control Tower off Waukau Avenue. It is staffed by volunteer doctors and nurses and is open daily from 8:00 a.m. to 7:00 p.m.



12. FIRE REGULATIONS. Exhibitor shall not bring, hold or use any explosives or inflammable materials on the EAA AirVenture Oshkosh grounds, except those that are in strict compliance with fire ordinances and insurance requirements. If Exhibitor has any questions concerning this requirement, contact EAA. Fire regulations prohibit the use of crepe paper, corrugated paper and cardboard, cloth draperies, or table covers that have not been flame proofed or treated for fire resistance. Exhibitors may contact the Oshkosh Fire Inspector at 920-236-5241 for compliance requirements. NOTE: *This not a complete listing of the fire regulations, only an example of commonly violated regulations. The Fire Chief may modify the above regulations at any time. The Fire Chief has the ultimate authority over regulations by Local & State Law.*

a. ALL INDOOR AND OUTDOOR EXHIBITORS

i. Fire Protection Certificate must be submitted to EAA BY JULY 1ST (See How to Exhibit/Additional Forms of the online Guide to fill out the Fire Protection Certification form)

ii. For questions regarding the below Fire Regulations or compliance requirements, please contact the Fire Inspector at 920-236-5242 or by visiting http://www.ci.oshkosh.wi.us/Fire/prevention.htm.

iii. Materials used in the construction and decoration of an exhibit must be flame retardant. Any companies not using GES or Arena's material in the construction and decoration of their exhibit will be asked by the Fire Inspector to show certification of flame resistance.

The Department of Industry, Labor and Human Relations of the State of Wisconsin, states in ILHR 14.55 Fire Extinguishers and other fire protection equipment: (1) FIRE EXTINGUISHERS. Fire extinguishers and other fire protection equipment shall be provided in every tent as follows: (a) One 2-A type extinguisher shall be provided in every tent having a floor area of more than 500 square feet but less than 1000 square feet and also one in each adjacent tent. One additional 2-A type Extinguisher shall be provided for each additional 2000 square feet or fraction thereof. Fire extinguishers are the responsibility of each Exhibitor.

v. All cartons, crates, containers, and packing materials necessary for repackaging or other combustible items should not be stored behind drapes or display walls. All unwanted packing material should be deposited in the nearest trash receptacle. Exhibitors may contact the Fire Inspector at 920-236-5241 for compliance requirements.

vi. No fires allowed to demonstrate product – No fuel is allowed in your exhibit. Safety first at all times!

a. ALL INDOOR EXHIBITORS

i. Do not block fire extinguishers, exit ways, or exit doors; do not cover exit signs.

ii. Booths and table curtains, table drapes and decorations must be fire retardant. (N.F.P.A. 701). No plastic table drapes. Table draping must be treated by the manufacturer or Exhibitor.

iii. Natural vegetation is only allowed as decorations if treated with fire retardant.

iv. Spark producing devices are allowed subject to the approval of the Fire Chief. (A 2-½ pound Dry Chemical (2A) fire extinguisher is required). No open flame or open flame devices are allowed. No welding, soldering, or brazing is allowed.

v. Vehicles or trailers on display. Vehicles must contain less than one-eighth (1/8) tank of fuel. The fuel fill cap must be taped over. The battery must be disconnected.
vi. Fueled accessories (generators, blowers, chain saws, etc.). Must not be running or operable. Batteries disconnected if applicable. Little or no fuel in the fuel tank. The fuel tank must be taped over.
vii. The Fire Chief must approve display or use of flammable and or combustible liquid

b. ALL OUTDOOR EXHIBITORS

i. The tents must be fire retardant (N.F.P.A. 701). Flame resistance label on the tent fabric or manufacturer's certification. Tent shall not be located within 20 feet of buildings, other tents, parked cars, or internal combustion engines. There shall be No Smoking inside the tent and signs posted.
ii. Vehicles or trailers on display. Vehicles must contain less than 5 gallons of fuel. The fuel fill cap must be taped over. The battery must be disconnected.
iii. Fueled accessories (generators, blowers, chain saws, etc.). Must not be running or operable. Batteries disconnected if applicable. Little or no fuel in the fuel tank. The fuel tank must be taped over.
iv. Fire extinguishers: A minimum of a 2-½ pound Dry Chemical (2A) fire extinguisher is required. Maximum travel distance to a fire extinguisher shall be 75 feet. Fire extinguisher shall be mounted or secured to prevent accidental discharge. Fire extinguisher shall be in close proximity for welding and any other spark producing demonstrations or exhibits.
v. Exits shall be spaced at approximately equal intervals and swing out. Exit distance shall not exceed 100 feet. Number of exits and size: Two (2) exits at least 72 inches wide for occupancy load of 10 to 199 persons. Three (3) exits at least 72 inches wide for occupancy load of 200 to 499 persons. Four (4) exits at least 96 inches wide for occupancy load of 500 to 999 persons.
vi. Means of egress: Aisle shall be at least 44 inches, be clearly marked, and maintained free and clear at all times to the public way. Guide wires, ropes, or supports shall not be obstructing the means of egress.
vii. Exit signs shall be installed over required exits. Lighted exit signs and Emergency lighting are required if the tent is occupied at night.
vii. No open flame or open flame devices are to be used unless approved by the Oshkosh Fire Department.
ix. Combustible Vegetation: No hay, straw, shavings or similar combustible materials shall be located within any assembly occupancy type tent. Sawdust or wood chips inside tents shall be kept damp.
x. Fireworks shall not be used inside a tent.
xi. Heating: Gas, liquid and solid fuel-burning equipment shall be designed to vent to the outside air. Such vents shall be equipped with approved spark arresters when required. All portions of the tent or canopies shall be not less than 12 inches from the flue or vent. Heating equipment shall comply with the ICC Electrical Code.
xii. Portable LP-gas containers less than 500 gallons shall have a minimum separation of at least 10 feet.
xiii. Flammable-liquid-fueled equipment shall not be used in tents or canopies. Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 feet from tents or canopies.
xiv. Refueling shall be performed in an approved location not less than 20 feet from the tent.
xv. Generators shall be separated from tents and canopies by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.

13. GENERATORS/COMPRESSORS. Exhibitor must contact the Exhibit Office and receive prior written approval for use of generators in their exhibit. No generators are allowed within indoor exhibit booths. If approved, generators, air compressors or other engine or motor driven equipment are allowed within the outdoor displays and may not be operated before 6:00 a.m. or after 9:00 p.m. The EAA Exhibit Chairman, Co-Chairman and/or a designated representative are authorized to stop such demonstration, if safety, security, or exhibitor or public complaints become a concern.

14. GIVEAWAYS. The State of Wisconsin requires that the host (EAA) maintain information on any giveaway promotions by any entity during EAA AirVenture Oshkosh. EAA must comply, but EAA also wishes to serve EAA members who inquire for the winners of a particular giveaway. Please register the activity with the Exhibit Manager's Office and advise us of the winner(s) name(s).

15. HEATERS. The marketing of heaters (for hangars and aircraft) is allowed, however, the operation of heaters INDOORS is NOT ALLOWED. The safety and comfort of both the exhibitor and the public is our highest concern.

16. HEIGHT RESTRICTIONS.

a. INDOOR Height Restriction – Indoor Exhibitors may install at their own expense special signs, displays, counters, shelving and similar items not to exceed 8 feet in height along the rear of the booth and 8 feet in height along no more than 1/2 of the side dividers from the rear of the booth. In designing and setting up an exhibit, each Exhibitor shall comply with the following requirements: (a) No materials may be hung from the building structure (e.g., no guy wires from building to rafters, no signs attached to walls); (b) Shelving, signs, etc. extending above the side dividers must be approved in advance by EAA and have the backside thereof covered to the satisfaction of the EAA Exhibit Chairman. Any deviation from the standard booth size must have prior written approval by the Exhibit Office along with a diagram of the booth set-up.

b. OUTDOOR Height Restriction – Outdoor displays may not exceed 25 feet in height.

17. INFLATABLES. Inflatables (including helium balloons) are not allowed within indoor or outdoor displays.

18. MEDIA/RECORDINGS POLICY

a. EAA realizes that the taking and making of "Recordings" (of any nature, to include, without limitation, moving and still images and/or sound, regardless of the means of capture or storage used - e.g. film, digital, video, or other format/media) allows attendees to capture the excitement and color of EAA AirVenture Oshkosh, and provide them with a personal record of their experience at the event. To that end, EAA permits those people attending EAA AirVenture Oshkosh to make such Recordings for their personal enjoyment only.

b. As the creator and producer of EAA AirVenture Oshkosh, EAA has a great investment in the intellectual property rights to the event. EAA takes this investment seriously, and has an obligation to protect it on behalf of its membership - not only during the event but on a continuing, perpetual basis. EAA retains all worldwide rights to EAA AirVenture Oshkosh and to any Recordings that are taken at or of EAA AirVenture Oshkosh, either on or off EAA grounds.

c. EAA is the owner of trademarks, copyrights and other proprietary rights connected to Experimental Aircraft Association, Inc. and the EAA® AirVenture® Oshkosh™ event. The event and organization names may be used for news purposes and consistent with the First Amendment. Nothing in these terms and conditions authorizes or allows violation of any EAA trademarks, copyright or other intellectual property rights.

d. The sale or use of any Recording of any aspect or activity connected with EAA AirVenture Oshkosh (including but not limited to aircraft, crowds, air shows, forums, exhibits, etc.) for commercial purposes without EAA's written permission is strictly prohibited, not only during the event but on a continuing, perpetual basis, except as may be expressly permitted by a written agreement with EAA. This includes, but is not limited to "non-linear" use such as archived television content on the Internet, television content available on a video-on-demand basis, and television content made available via PVR downloads is prohibited without express prior written permission by EAA. This also includes images distributed through formats that include (but are not limited to) cellular, personal communications services and other methods of providing content to handheld digital devices pages, specialized mobile radio and wireless internet including Wi-Fi).

e. Legitimate media representatives seeking to cover EAA events must first seek accreditation from EAA. EAA grants accreditation at its discretion, and requires that any Recordings made are used ONLY by the publication(s) he or she is officially representing, and only for the purposes stated in the accreditation request. Any accreditation or permission which may be granted is not assignable or transferable, and use of said Recordings or accounts by any other publication(s) or for other purposes is strictly prohibited, unless additional written permission is obtained by said publication(s) from EAA. The taking of Recordings for such uses as photo or video stock houses is also prohibited, unless written permission from EAA has first been obtained.

f. This Policy also prohibits use of EAA AirVenture Oshkosh Recordings, and EAA trademarks and trade names, in secondary promotional usages, such as promotional portfolios, web sites and other settings that endorse a specific photographer or company. Written permission must be obtained before such uses are allowed.

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19. MERCHANDISE SELLING.

a. Exhibitor shall not display, license, rent or sell any goods other than those manufactured, licensed, rented or sold by Exhibitor in the regular course of its business.
b. Exhibitor shall not sell or distribute any type of kite, Chinese lantern or balloon; any type of motorized mini-bike, bicycle, skateboard, scooter, Segway, golf cart, or other vehicle other than standard three- or four-wheeled mobility scooters; any object or device that in EAA's sole judgment is a safety risk; or food or drink.
c. Exhibitor shall not make any solicitation or sales of credit cards.
d. Exhibitor shall not use any photos or videos taken at EAA AirVenture Oshkosh for commercial gain.
e. Exhibitor shall not leave its booth to accost or approach potential customers in the aisle.
f. EAA also reserves the right to bar from any booth or exhibit any material, literature, person or thing that is not in EAA's sole opinion consistent with the character, purpose or objectives of EAA or of EAA AirVenture Oshkosh. Prohibited items include, without limitation, items displaying, glorifying or supporting racist or other discriminatory or hateful attitudes (including historical items of such nature), or of an unacceptable sexually suggestive or explicit nature, in EAA's sole judgment. For example, Nazi propaganda and the Confederate flag, and similar materials, are prohibited.

20. MUSIC LICENSING. It is the Exhibitor's responsibility to obtain the proper license if you choose to use copyrighted music in your exhibit space. Music licensing is a legal requirement.

21. PETS. No pets are allowed on EAA AirVenture Oshkosh grounds.

22. RADIO SPECTRUM POLICY.

a. Exhibitor shall not operate any wireless communication or other device that operates within any of the following frequency ranges: 902-928 MHz, 2.400-2.500 GHz, 3.650-3.700 GHz, 5.150-5.350 GHz, 5.470-5.900 GHz, or 24.000-24.250 GHz, nor any other device that interferes with communications used in the operation of EAA AirVenture Oshkosh and related offerings.
b. Microphones/Audio Visual and other like equipment are not to be used. Past abuse and disregard for neighboring exhibitors has forced the Exhibit Committee to monitor videotape machine use. We ask you design your booth(s) so that DVDs/VCRs allow for customers without blocking aisles and the efforts of your neighboring exhibitors.

23. RAFFLES. Raffles, lotteries, and other activities involving consideration for "chance" are strictly prohibited.

24. RESTRICTIONS. EAA reserves the right to restrict exhibits which, because of noise, method of operation or any other reasons, become objectionable. Please plan appropriate booth size. If many people are expected to congregate at one time, demonstration areas should not be placed on the aisle line of the exhibit. Normal aisle traffic may not be interfered with at any time.

25. SAFETY. Exhibitor while on the EAA AirVenture Oshkosh grounds shall comply with the general requirements imposed upon the public, and any special EAA AirVenture Oshkosh requirements, concerning safety, health, and welfare.

26. SHIPPING

Booth/Product Shipping – Exhibitor shall not ship anything to Wittman Regional Airport, Oshkosh, Wisconsin. Exhibitor shall comply with the shipping instructions below for shipping booth/products to the show.

- Advanced Shipments to Warehouse (Shipments to arrive on or between: June 16 - July 15, 2016) Name of Exhibiting Company, EAA AirVenture Oshkosh 2016, Your Booth Number, YRC, c/o GES Exposition Services, 2230 Holland Rd, Appleton, WI 54911
- Direct Shipments to Exhibit Site (Shipments will be accepted beginning: July 16, 2016) Name of Exhibiting Company, EAA AirVenture Oshkosh 2016, Your Booth Number, c/o GES Exposition Services, Wittman Field, EAA Convention Site, 1001 West Waukau Avenue, Oshkosh, WI 54902

27. SIMULATOR (AMUSEMENT RIDE) REGISTRATION

a. Sections Comm Ch. 34.04 (1) and Comm Ch. 2.20 of the Wisconsin Administrative Code require that amusement rides be registered with the Department of Commerce each calendar year. Definition of Amusement Rides (Wis. Stat. 34.01(3)): "Amusement ride' means a device or animal that carries, transports or supports passengers in unusual, entertaining or thrilling modes of motion and any vehicle providing entertainment or transportation in conjunction with an amusement ride, including, but not limited to, rider-powered and power-driven thrill rides, mild rides and ride-throughs, walk-throughs, air pillows, giant slides, and animal rides. Vehicles include parking lot trams, old fire engines, stage coaches and trains. 'Amusement ride' does not include any of the following: Aircraft under the jurisdiction of the Federal Aviation Administration; Railroad trains under the jurisdiction of the Federal Railroad Administration; Boats used on navigable waters; Animals where the animal is under the control of the passenger; Hang gliders and parachutes; or climbing walls that do not involve a mechanical take-up or release system." Registration for Amusement rides is the exclusive responsibility of the Exhibitor. EAA will enforce the registration of all Amusement Rides, which is mandatory by the State of Wisconsin. Exhibitors may obtain information on regulations from: SAFETY AND BUILDINGS DIVISION, Inspection and Safety Support Section, P.O. Box 7302, Madison, Wisconsin 53707-7302, (608) 266-2780 http://www.wisconsin.gov, http://commerce.wi.gov/SB/SB-AmusementRidesProgram.html

28. SITE IMPROVEMENTS. Outdoor Exhibitors may enhance their exhibit spaces by trees or shrubbery that are no taller than twelve 12) feet. Any outdoor Exhibitor requesting to enhance its exhibit space by other means such as, without limitation, concrete improvements or non-mobile structures, must submit the Site Improvement Request form at Tab 1 of the Guide and a site plan, for approval by EAA, to the Exhibit Office no later than December 31, 2015. See the Preparing Your Exhibit/Service Contractors area of the Guide for approved landscapers.

29. SMOKING. Exhibitor and its employees and guests shall not smoke in commercial exhibit buildings, or within 25 feet of any aircraft in and around the outdoor commercial display area, or in areas posted with no smoking signs.

30. SOLICITATIONS/DEMONSTRATIONS. All business solicitations/demonstrations must be confined exclusively to registered exhibitors in their exhibit space. Advertising material of any description may be displayed and distributed only within the booth(s) assigned to the exhibitor presenting such material.

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31. SPACE ASSIGNMENT & PRIORITY RATING

a. Application for space must be made directly to EAA.
b. Space assignments will begin in January. EAA will attempt to accommodate each applicant's preferred location*. However, if all booth choices indicated by applicant are unavailable, EAA will assign the best available space, in EAA's sole opinion.
c. All floor plans and layouts are subject to change. EAA reserves the right to rearrange the EAA AirVenture Oshkosh schedule, floor plans, layouts, etc., and to relocate any Exhibitor, at any time and for any reason. Exhibitor agrees that any such rearrangement or relocation shall not affect Exhibitor's obligation to pay the fee amount.
d. Exhibitor cancellation of exhibit space must be made in writing to the Exhibit Office via e-mail, fax or mail. Click here for application terms and conditions.

PRIORITY FOR SPACE ALLOCATIONS

Priority 1 – EAA Partners/Past Aviation Related Exhibitors

A. Total Partnership
B. Longevity (consecutive)
C. Aviation-related
D. Lottery Draw

Priority 2 – Aviation-Related New Exhibitors

A. Registered Date
B. Lottery Draw

Priority 3 – Non-Aviation-Related Past Exhibitors

A. Registered Date
B. Longevity (consecutive)
C. Partnership
D. Lottery Draw

Priority 4 – Non-Aviation Related New Exhibitors

A. Registered Date
B. Lottery Draw

Priority 5 – Applications Postmarked/E-mailed after December 31st

A. Product Type
B. Registered Date
C. Lottery Draw

***Note that any Exhibitor who fails to maintain and operate its display, booth, exhibit, etc. during all hours of operation for the entire duration of EAA AirVenture Oshkosh, as stated in Section B on page 1 hereof, will not receive any space allocation priority in the following year.**

32. VEHICLES. Note: The use of golf carts, mini-bikes, bicycles, Segways, etc. is generally prohibited on the EAA AirVenture Oshkosh grounds.

a. Display – If Exhibitor requires the use of a vehicle in its display during show hours, Exhibitor must contact EAA and receive written approval.

b. Movement – All approved display vehicles must be in place prior to the start of the opening day of EAA AirVenture Oshkosh and may not be moved until EAA AirVenture Oshkosh has officially ended. Violations will be subject to a movement fee of $1,000 per vehicle, per occurrence, plus any other applicable remedies hereunder or at law.

c. Parking – Exhibitor parking is located in B Lot, which is north of Waukau Ave.

d. Site Access – Exhibitors may drive vehicles with proper vehicle pass onto convention site to re-stock product for an hour before the exhibits open (8:00 am – 9:00 am) and an hour after exhibits close (5:00 pm – 6:00 pm). Unapproved vehicles on-site other than these times will be towed at the owner's cost. During show hours vehicles shall be parked in the assigned exhibitor parking lot. Trailers and oversized vehicles will park in an area designated by EAA (NO EXCEPTIONS).

33. WIRELESS

a. Cost – EAA's wireless local "hot spot" area network (Wi-Fi) is complimentary (no charge) for the time period of 07/21/2016 through 07/31/2016.

b. Service Level – You will find the dedicated Wi-Fi inside each Hangar A-D as well as the Innovations Center. Outdoor vendors may only see the SSID if you are very close to one of these areas. The Wi-Fi is a BEST EFFORT service, with no guarantee of connectivity or performance. Please make arrangements for fixed, hardwired access if guaranteed service is necessary.

c. What You Will Need – A computer or wireless device that supports the 802.11g Wi-Fi standard. Please refrain from using personal wireless routers or mobile Wi-Fi hotspots (as they may interfere with EAA's wireless system). All rogue Wi-Fi devices are subject to deactivation.

d. Configuration – Configure your wireless network card (device) TCP/IP settings to "Obtain an IP address automatically." Make sure your internet browser is automatically detecting settings (i.e., not using manual settings or an automatic configuration script). The browser should also not be using a proxy server.

e. Setup – Have your wireless network card (device) associate with the SSID "Vendor Wi-Fi." You will need to input a password which is "E@@Vendor." After association, you should have an IP address automatically assigned. Open your web browser and after you accept the Terms and Conditions, you will be connected to the internet