



Exhibitor Terms and Conditions

Revised September 26, 2022

The Regents of the University of California (Cooperative Extension, Sonoma County) is the contracting agency for the 2023 North Bay Science Discovery Day. The terms and conditions outlined below include applicable University of California policies, Sonoma County Fair and Exposition, Inc. contractual requirements, and other guidelines from the Bay Area Science Festival and Buck Institute for Research on Aging. Exhibitor oversight is provided by the North Bay Science Discovery Day (NBSDD) organizing committee and Exhibits Coordinator.

RECIPROCAL HOLD HARMLESS AND INDEMNIFICATION CLAUSES

The Regents of the University of California shall defend, indemnify and hold the exhibitor's organization, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of The Regents of the University of California, its officers, agents or employees.

The exhibitor's organization shall defend, indemnify and hold The Regents of the University of California, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the exhibitor's organization, its officers, agents or employees.

COMPLIANCE

Exhibitor agrees to comply with all federal, state, county and municipal statutes, ordinances, rules, regulations and orders which in any way affect or relate to or are applicable to the North Bay Science Discovery Day.

CANCELLATION

The University of California, Agriculture and Natural Resources, as the contracting agency for the North Bay Science Discovery Day, reserves the right to cancel without damages or other liability for lack of performance due to acts of God, pandemic, war, terrorist act, government regulations, riot, disasters, strikes, or other circumstances outside of the control of the University of California and Sonoma County Fair and Exposition, Inc., any one of which makes performance impossible.



INSURANCE

Exhibitors are required to provide a certificate of insurance for the “2023 North Bay Science Discovery Day” naming the following entities as additionally insured: *The Regents of the University of California, Sonoma County Fair and Exposition Inc., County of Sonoma, and the Buck Institute for Research on Aging, their officers, agents, and employees.*

FACILITY RULES

- No pets will be allowed. Animals that are being used as part of an instructional exhibit and certified service animals are the only exception.
- Under no circumstances may the current signage at the facilities be covered, blocked, or altered. Fastening exhibit signage to existing signage areas is prohibited.
- Helium filled balloons may not be distributed.
- Glitter and/or confetti will not be permitted.
- **No food, drink, or alcohol can be sold or distributed (except approved food vendors).**
- An authorized representative from the exhibit must always be present at the exhibit booth.
- University of California, Agriculture and Natural Resources and Sonoma County Fair and Exposition, Inc. are not responsible for equipment or materials on premises that are stolen, damaged, or missing.
- Exit signs and doors must not be covered or blocked and must allocate a six-foot space for emergency exits. These doors are prohibited from being propped open.
- Setup for each exhibit is confined within the designated exhibit space.
- Stealing, unauthorized removal, use, loss, damage or destruction of property belonging to Sonoma County Fairgrounds, its guests or employees, is strictly prohibited.
- Exhibitors must remain in designated event locations. Entering unauthorized locations is prohibited.
- If you are plugging in any type of electrical appliance or device, please confirm that it complies with the Uniform Fire Code of the County.
- Decorations and exhibit construction must conform to any and all fire regulations.

SAFETY

- Exhibits at the North Bay Science Discovery Day will be inspected by a Fire Marshal for compliance with the City of Santa Rosa Fire Safety Codes (including the 2017 California Fire Code (CFC) Chapters 3,4, 6, and 10; National Fire Protection Association (NFPA) 10; California Code of Regulations (CCR), Title 19; and Santa Rosa City Code 18-44)
- The event is entirely smoke-free. Smoking is not permitted on the Sonoma County Fairgrounds.
- Please note, for everyone's safety, exhibitor(s) bags and articles entering the facilities may be subject to inspection by Security prior to admittance and any other time as warranted without prior notice while on the premises.



WASTE

- Exhibitors will be responsible for disposing of any load-in / load-out trash in the designated receptacles. All unnecessary cardboard must be broken down and placed out of public view. There will be a sweep for unnecessary cardboard prior to gates open.
- Exhibitors are responsible for removal of crates, pallets, and any other packing materials prior to gates open.
- The depositing of any liquid into the drains is prohibited. It must be taken with you.

EXHIBIT CONTENT

- Private, one-on-one interactions with youth at any time (other than as approved by the youth's parent/guardian) is prohibited, or an exceptional circumstance such as an emergency.
- All exhibits are to have engaging activities that promote science, technology, engineering, and/or mathematics (STEM). Activities must be reviewed and approved by the North Bay Science Discovery Day organizing committee. All exhibit content must be suitable for a family audience. Significant changes to an approved exhibit must be reviewed and approved by the North Bay Science Discovery Day Exhibits Coordinator at least 3 days before the event.
- Exhibit personnel must always be present at the exhibit during the event hours (10am-4pm).
- Materials related to the exhibit may be distributed to those interested but exhibitors must refrain from leaving flyers unattended or placing outside the booth.
- Exhibitors are not allowed to sell anything. Solicitations of donations are not allowed.
- Giveaways of candy or food items are not allowed.
- No exhibit materials should infringe on copyright, trademark, patent, or third party rights.
- The approved exhibit must be operated by the applying organization. No booths are to be subcontracted, assigned or transferred to a third party.

SETUP AND TAKE DOWN

- Event load-in begins at 7 am or when specified by the NBSDD Exhibits Coordinator. Early setup may be available by arrangement with the NBSDD Exhibits Coordinator.
- All exhibits must be set up and ready no later than 9:30 am.
- Event strike take-down begins at 4 pm. We ask that you stay until 4 pm before breaking down your exhibit. All exhibits must be taken down and removed no later than 6 pm.

RECORDING

- The University of California, Agriculture and Natural Resources as the contracting agency for the North Bay Science Discovery Day, reserves the right to allow commercial sound, video recording, and photography by themselves and their sponsors. This material may be used to promote and market the North Bay Science Discovery Day the BASF and their sponsor organizations.



CONDUCT

- Exhibitors shall not discriminate against or harass any person on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, pregnancy (which includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, status as a U.S. veteran. UC ANR policy prohibits retaliation against any person for bringing a complaint of discrimination or harassment. UC ANR policy also prohibits retaliation against a person who assists someone with a complaint of discrimination or harassment, or participates in any manner in an investigation or resolution of a complaint of discrimination or harassment. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to any of its programs or activities. University policy is intended to be consistent with the provisions of applicable State and Federal laws.
- Exhibitors shall respect and safeguard the individual rights, talents, safety, and property of the public and NBSDD participants.
- Exhibitors shall not threaten, intimidate or harass, behave in an overtly discourteous, abusive or disrespectful manner towards any NBSDD exhibitor, personnel, or participant.
- Exhibitors shall not consume alcohol or use illegal narcotics at any time at the Fairgrounds.
- The North Bay Science Discovery Day organizing committee reserves the right to restrict, close and/or remove any exhibitor at any time due to failure of meeting the policies and procedures.

The North Bay Science Discovery Day organizing committee will:

- Provide logistical needs as agreed upon.
- Secure appropriate event necessities such as police and fire, volunteers, parking, signage, trash and recycling, first aid, and security.
- Promote the event prior to, and the day of, the event through marketing pieces, press releases, collaborator network, social networking sites, and printed event programs.

We appreciate your willingness to provide hands-on STEM activities to our region's young people!