

# EXHIBIT AT INSURCON

## One Day. Big Impact.

Tuesday, June 16, 2026

1:30 - 4:30 p.m.

JW Marriott San Antonio Hill Country

## EXHIBITOR RULES & REGULATIONS

### AGREEMENT TO CONDITIONS

Each exhibitor, for itself and its employees, agrees to abide by these conditions, it being understood and agreed that the sole control of the Trade Show rests with IIAT.

### ASSIGNMENT OF SPACE

Booth assignments are made on a first-come, first-served basis, taking into consideration:

- The date the application is received
- IIAT membership status
- Vendor category
- Amount of space requested
- Special needs and exhibitor compatibility

### Booth Placement (in order):

1. Lead Underwriter: Top priority booth selection.
2. Influencer: Priority Booth Selection.
3. Promoter: Priority booth placement.
4. Supporter: Guaranteed booth space. Placement by IIAT.
5. Non-members

IIAT reserves the right to adjust the floor plan and relocate booths if necessary. Non-member applications will be reviewed after April 15. If space is available, non-members will receive a booth assignment and invoice at that time.

### BOOTH PURCHASE INCLUDES:

- 8' x 10' booth
- One attendee registration to INSURCON
- 8' - back wall drape
- 3' - sidewall drapes
- 6' x 30" skirted table
- Wastebasket
- 2 chairs
- ID Sign
- Shared Wi-fi provided by the Hotel
- A list of attendees twice before the event.
- A final list of attendees after the event.
- Promoted online, social media, and email promotions.

### RESTRICTIONS

No amplified sounds or microphones allowed in the exhibit hall. Exhibitors may not place anything in the aisles during exhibit open hours.

### PROPERTY DAMAGE

Nothing shall be tacked, taped, nailed, screwed or otherwise attached to columns, walls, floors or other parts of the building or furniture.

### FOOD AND BEVERAGE

The JW Marriott permits small mints or individual candy. Food and/or beverages of any kind brought into the JW Marriott or onto its premises without their written permission will not be permitted. In accordance with Texas Alcoholic Beverage Commission statutes, alcoholic beverages are never permitted to be brought on the premises. Any fines or penalties levied against IIAT for an individual exhibitor's failure to abide by these regulations will be passed on to that exhibitor.

### REGISTRATION AND BADGES

All participants attending the Trade Show must be registered to attend INSURCON. An additional attendee can be purchased separately at [iiat.org/INSURCON](http://iiat.org/INSURCON). Trade show only passes or daily attendee registrations are not available.

Non-member booth reservations and the attendee listed on the application will be processed after April 15, if space is available.

### CANCELLATION & REFUND POLICY

Email a written notice of cancellation to Jennie Beltran at [jbeltran@iiat.org](mailto:jbeltran@iiat.org).

**Full refund = Before May 15**

**50% refund = After May 15 - June 1st**

**No Refund = After June 1st**

Non-members: Cancellations received after May 15 will receive a 50% refund. No refunds will be issued after June 1st.

### LIABILITY

The exhibitor agrees to protect, save and keep IIAT and the JW Marriott harmless from any damage or charges imposed for any violation of any law by the exhibitor. Exhibitors are encouraged to insure themselves against property loss or damage and against liability for personal injury at their own expense and obtain a certificate of insurance from any outside contractor hired by the exhibitor (other than Freeman Decorating).

### RIGHTS OF SHOW MANAGEMENT

IIAT reserves the right to remove an exhibit, or any part thereof, that in the sole judgment of the exhibit manager is misleading or deceptive, in poor taste, or not in keeping with the general character of the exhibit.

### CONTRACTED SERVICES AND INFORMATION

IIAT has selected AEX Convention Services to serve as official contractor to provide services to exhibitors. The contractor will provide all labor, equipment and supervision. Complete information, instructions, a schedule of prices regarding shipping and drayage, labor for erecting and dismantling, electrical work, furniture and cleaning, etc., will be included in the exhibitor's service manual that each exhibitor will receive after IIAT has confirmed space. AEX Convention Services will maintain an exhibitor's service center on the exhibit floor to facilitate service requests from exhibitors.

### QUESTIONS?

Contact Jennie Beltran at [jbeltran@iiat.org](mailto:jbeltran@iiat.org) or IIAT Member Services at [IIATMemberServices@iiat.org](mailto:IIATMemberServices@iiat.org).