

KANSAS CITY

NARPM®

33rd Annual Convention and Trade Show

October 26-29, 2021

Loews Kansas City Hotel

(Education classes are on October 25 & 26)



**EXHIBITOR
PROSPECTUS/
SPONSORSHIP**



KANSAS CITY

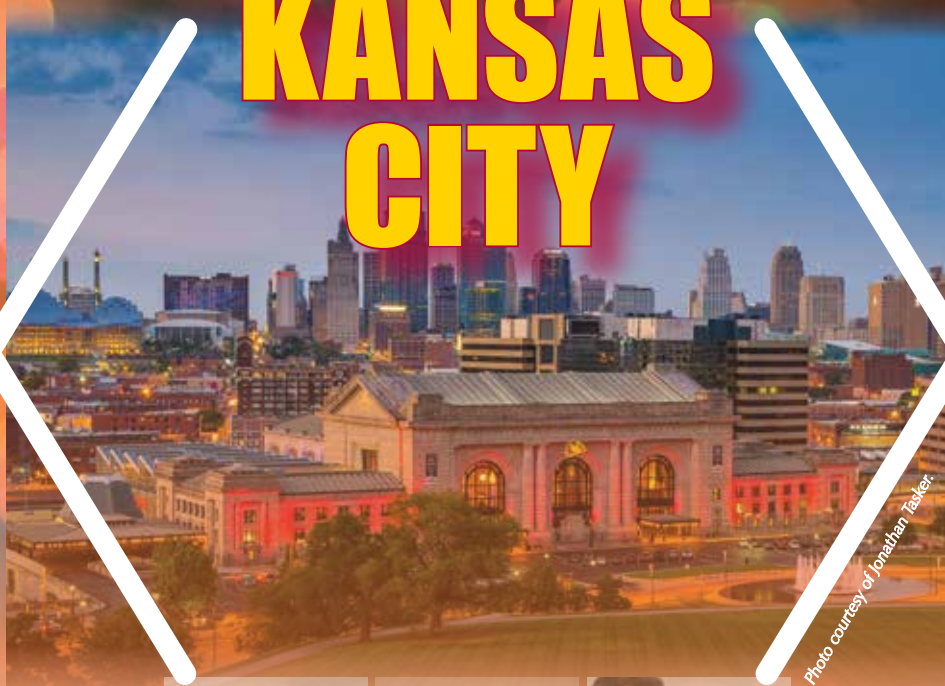


Photo courtesy of Jonathan Tasker.



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Welcome

Please join us in Kansas City, Missouri at the 33rd Annual National Association of Residential Property Managers Convention and Trade Show on October 26-29, 2021.

This is an excellent opportunity to meet and introduce your products and services to more than 900 residential property managers throughout the United States, as well as internationally, who are the primary decision-makers in their companies. Sign up early to ensure you will be able to showcase your company. Booth space is limited this year and assigned on a first-come, first-paid basis.



Connect with NARPM® members
on Facebook at:
www.facebook.com/narpmnational



*Photo courtesy of
Loews Kansas City Hotel*



Event Location

Our 2021 Annual Convention and Trade Show will be at the Loews Kansas City Hotel.

The address of the property is 1515 Wyandotte Street, Kansas City, MO 64108.

ABOUT THE HOTEL

Kansas City, the original Gateway to the West, is known for its warm, welcoming hospitality. The new Loews Kansas City Hotel embodies that feeling from the minute you walk through the front doors. It starts with one of the most convenient locations in town—directly connected to the Kansas City Convention Center and within walking distance to the city’s most exciting dining and entertainment in the Kansas City Power & Light District. There’s a swirl of fresh energy in downtown KC and Loews Kansas City Hotel puts you in the center of it all.



You’ll feel it in the lobby bar, the perfect gathering place, whether you’re heading out for dinner or wrapping up a day of business. Floor-to-ceiling windows provide beautiful views of the city and the stylish space is designed for groups of all sizes to meet and mingle. You can eat like a local in our three-meal restaurant or grab a bite to go from our lobby coffee shop and, when it’s time to unwind, enjoy a treatment at our spa or take a dip in our indoor saltwater lap pool. The business center, fitness center and long list of services are at the ready to take care of whatever you may need during your stay.



Photos courtesy of Loews Kansas City Hotel

RESERVATIONS

The special NARPM® room rate is \$205 per night single/double occupancy, plus applicable taxes.

Visit <https://www.narpmconvention.com/hotel/> to make your hotel reservations.

The **reservations cut-off date is Friday, October 1, 2021**, or until the contracted room block is sold out, whichever comes first. After the cut-off date, any reservations will be accepted based on hotel availability at their current published room rate.

CONVENTION DRESS

Appropriate dress for all parts of the NARPM® Convention is business casual. Remember that hotel meeting room temperatures vary greatly, especially in an exhibit hall, so please dress accordingly.

FOR ADDITIONAL INFORMATION, CONTACT:

National Association of Residential Property Managers

1403 Greenbrier Parkway, Suite 150

Chesapeake, Virginia 23320

Phone: 800-782-3452

Email: conventioninfo@narpm.org

Website: www.narpmconvention.com



Exhibitor Services

SourceOne is the decorator for the Trade Show. You can contact their office at **407-270-4862** or **sourceoneevents.com** with questions or to check their products and services. A full Exhibitor Services Manual will be emailed to you after we have received your **registration**. Using the information in the manual, you can order materials, arrange for electrical, schedule shipping, and get all the information you need to have a successful show. Please note that the hotel will not receive freight sent to individuals. **It is very important that you list the appropriate person and their email address as the pre-convention contact — this is the person who will receive the exhibitor kit.** You should also make sure you add SourceOne to your address book to ensure you receive their emails.

EXHIBIT INFORMATION

The exhibits will be in the City Beautiful Ballroom A-D at the Loews Kansas City Hotel. Booth size is 10' deep x 10' wide and the booths package includes pipe & drape, a 6' table, and 2 chairs. Each exhibit booth is entitled to have up to four booth representatives who are allowed to attend events in the exhibit hall and luncheons on Thursday and Friday only (booth purchase does not include ticketed events). **A full convention registration for booth representatives is available at a reduced rate of \$375 for NARPM® Members and \$475 for non-members.** Affiliate Members and Affiliate Non-Members who do not exhibit at the convention will not be permitted to attend any part of the convention.

All booths will be assigned on a first-contracted with payment-in-full, first-served basis. A tentative listing of exhibit hours is on page 7. Please consult the exhibit floorplan diagram on page 14 and note your three top choices of booth location in your registration.

Note: Prior authorization from NARPM® headquarters must be obtained in order to distribute food or drink from your booth.

EXHIBIT BOOTH FEES

Exhibitors are permitted **one booth space only**. See pages 10 and 11 for sponsorship levels.

| | <u>One Booth-In-Person</u> | <u>Virtual</u> |
|--------------------------------|-----------------------------------|-----------------------|
| NARPM® Affiliate Member | \$1,750 | \$875 |
| NARPM® Local Affiliate Member* | \$2,050 | \$1,025 |
| Non-Member** | \$2,350 | \$1,175 |

Booth fees include all events in the exhibit hall, lunches on Thursday and Friday for up to 4 booth personnel.

* Local Affiliate Members are companies who are members of a NARPM® Chapter, but not NARPM® National.

** Call the NARPM® office for information and an application to become a NARPM® Affiliate Member and get cost savings immediately for this trade show.

If this convention is cancelled for any reason, the liability of NARPM® to the exhibitor is limited to the return of the exhibit fee.



Hours

Every effort has been made in the scheduling of exhibit times to give exhibitors the maximum amount of exposure to convention attendees in the shortest amount of time. Setup is conveniently scheduled for Wednesday morning/early afternoon and tear down is Friday afternoon.

SETUP

| | | |
|-----------------------|-----------------------------|-------------------|
| SourceOne Setup Time: | Tuesday, October 26, 2021 | 8:00 am – 4:30 pm |
| Exhibitor Move-in: | Wednesday, October 27, 2021 | 8:00 am – 3:00 pm |
| Exhibitor Move-out: | Friday, October 29, 2021 | 1:30 pm* |

*****Please note that the Exhibit Hall is open until 1:30 pm. Early tear down will not be allowed.***

TENTATIVE EXHIBIT HOURS

(Final show hours will be published in the Registration Brochure.)

Wednesday, October 27, 2021

| | |
|---------------------------|----------------|
| Grand Opening & Reception | 4:30 – 7:30 pm |
|---------------------------|----------------|

Thursday, October 28, 2021

| | |
|------------------------------|------------------|
| Refreshments with Exhibitors | 7:30 – 8:45 am |
| Refreshments with Exhibitors | 10:15 – 11:00 am |
| Lunch with Exhibitors | 12:00 – 1:30 pm |
| Refreshments with Exhibitors | 2:30 – 4:00 pm |

Friday, October 29, 2021

| | |
|------------------------------|------------------|
| Refreshments with Exhibitors | 7:15 – 8:45 am |
| Refreshments with Exhibitors | 10:15 – 10:55 am |
| Lunch with Exhibitors | 12:00 – 1:30 pm |



SHARE
THE VISION





Photo courtesy of Loews Kansas City Hotel

Special Events

TUESDAY, OCTOBER 26, 2021

President's Celebration

Prior to the opening of the convention, attendees are invited to join Scott Abernathy, MPM® RMP®, NARPM® President, for the NARPM® President's Celebration reception. This event is included in the price of a full convention registration and additional details will be provided in the Convention Registration Brochure or you may call NARPM® at 800-782-3452 for more information.

WEDNESDAY, OCTOBER 27, 2021

Exhibit Hall Grand Opening and Reception

Our Grand Opening of the Exhibits and Opening Reception will be held on Wednesday, October 27, from 4:30 – 7:30 pm. The ribbon cutting for the Trade Show will be performed by the 2021 NARPM® President and the 2021 Convention Chair.

Sponsorship Opportunities

When your company becomes a NARPM® sponsor, you get your message and product information in front of the decision-makers of our membership — your potential customers. Keep in mind, as you review the various sponsorship levels, just how important this exposure could be to your business. Also, only sponsors will be permitted to host additional events during the off-hours of the convention. For additional details, email: conventioninfo@narpm.org.

CONVENTION PATRON LEVEL – \$15,000 (Limit one sponsorship)

General Benefits

2 Tickets to the President's Celebration
4 Full Convention Registrations
Premier Exhibit Booth space
Luncheon introduction/presentation
Two hours of meeting space on one day
Pre- & post-convention mailing lists

Print & Web Media

Full-page color ad in Event Program
Logo on all promotional emails
Logo & link on NARPM® website

Promotional & Marketing

Logo on badge lanyards
Company brochure in virtual welcome bags
Company banner placement on-site

PLATINUM SPONSOR LEVEL – \$10,000 (Limit one sponsorship)

General Benefits

2 Tickets to President's Celebration
2 Full Convention Registrations
Premier Exhibit Booth space
Luncheon introduction/presentation
Two hours of meeting space on one day
Pre- & post-convention mailing lists

Print and Web Media

Full-page b&w ad in Event Program
(You may upgrade to full color for \$300)*
Logo on all promotional emails
Logo & link on NARPM® website

Promotional & Marketing

Company brochure in virtual welcome bags
Company banner placement on-site

GOLD SPONSOR LEVEL – \$7,500 (Limit two sponsorships)

General Benefits

2 Full Convention Registrations
1 Exhibit Booth space
Luncheon introduction/presentation
Pre- & post-convention mailing lists

Print & Web Media

Full-page b&w ad in Event Program
(You may upgrade to full color for \$300)*
Logo on all promotional emails
Logo & link on NARPM® website

Promotional & Marketing

Company brochure in virtual welcome bags

*Non-members may upgrade to full color for \$500.



Photo courtesy of Loews Kansas City Hotel

SILVER SPONSOR LEVEL – \$5,000 (Limit two sponsorships)

General Benefits

1 Full Convention Registrations
1 Exhibit Booth space
Pre- & post-convention mailing lists

Print & Web Media

Half-page b&w ad in Event Program
Logo on all promotional emails
Logo & link on NARPM® website

Promotional & Marketing

Company brochure in
virtual welcome bags

PRESIDENT'S CELEBRATION SPONSOR | \$3,500 (Only two available)

On Tuesday, October 26, 2021, convention attendees will join NARPM® President, Scott Abernathy, MPM® RMP®, for the President's Celebration reception. Sponsoring this very well-attended event is a great chance to showcase your company information and get to know your customers in a relaxed, fun atmosphere. To be eligible to sponsor this event your company must have a booth at the trade show.

Benefits of sponsorship include:

- 2 tickets to the President's Celebration
- Company logo on all signage and promotional emails; special recognition in the Convention Event Program
- An opportunity to distribute a promotional piece or giveaway to the attendees at the event



President's
Celebration Sponsors



appfolio Property
Manager

BRONZE SPONSOR LEVEL – \$3,000 (Limit two sponsorships)

General Benefits

1 Full Convention Registration
1 Exhibit Booth space

Print & Web Media

Business card size b&w ad
in Event Program
Logo on all promotional emails
Logo & link on NARPM® website

Promotional & Marketing

Company brochure in
welcome bags

Additional Sponsorship Opportunities

HEADSHOT SPONSOR - \$7,500 (Limit one)

- Attendees receive complimentary digital professional headshot
- A table with chairs for sponsor company to staff and brand if desired

HOTEL KEY CARD SPONSORSHIP - \$5,000 (Limit one)

Introduce your organization to attendees when they check into their hotel room with the official room key card. Logo and website can be placed directly on the key cards.

FIRST-TIME ATTENDEES COFFEE SPONSOR - \$3,500 (Limit one)

- Your company's logo displayed on-screen.
- The opportunity to welcome attendees with a 2-minute video provided by sponsor.

COFFEE BREAK SPONSORSHIP - \$2,000 (Limit 8)

- In addition to onsite signage, you may provide beverage napkins with your company logo advertised. One organization may sponsor all of the conference breaks, which include coffee, local refreshments and snacks along with beverage napkins.

Additional Marketing

Get your message in front of hundreds of property management professionals!

ATTENDEE MAILING LIST

To assist in your marketing efforts, you may purchase attendee mailing lists for pre-convention and/or post-convention marketing mailings. Note that lists include names and addresses only, and **DO NOT** include emails. The pre-convention mailing list will be sent after the early bird registration deadline, approximately 30 days prior to the convention. The post-convention mailing list is sent 30 days after the convention. The price for either is \$110 for NARPM® Members and \$210 for Non-Members and **is only available to companies exhibiting at the trade show.**

VIRTUAL WELCOME BAGS

You may also purchase the opportunity to insert your promotional piece into the NARPM® Convention virtual welcome bags. You are limited to one document. The fee for this is \$195 for NARPM® Members and \$390 for non-members.

ADDITIONAL INFORMATION AND ADVERTISING IN EVENT PROGRAM

For additional information regarding mailing lists, contact NARPM® at 800-782-3452 or email: conventioninfo@narpm.org. For information about advertising opportunities in the Event Convention Program contact: advertising@narpm.org





Photo courtesy of Loews Kansas City Hotel

SPONSOR LOGO SPECIFICATIONS

Logos should be submitted as soon as sponsorship has been processed and approved. Please send a full color, 300 dpi or better image, preferably in EPS format. High resolution TIF and JPG logos will also be accepted, if an EPS is unavailable.



EVENT PROGRAM AD SPECIFICATIONS

All ads should be at least 300 dpi, and submitted as an EPS, TIF, or PDF file attachment. Fonts should be converted to outlines to correctly display. Please note the color specifications below.

Ads DO NOT bleed and the page trim size is 5.5" W x 8.5" H. Do not confuse the page size with the ad size.

| | |
|---|------------------|
| Full-page ad size | 4.5" W x 7.5" H |
| Half-page ad size | 4.5" W x 3.75" H |
| One eighth-page (business card) ad size | 3.5" W x 2" H |

Premium Position Ads for Partners - Full Color

These positions are **full color (CMYK)** and are reserved for **NARPM® Official Partners**. Premium position ads include the back cover, the inside front cover, inside back cover, or as far front as possible. Ads should be the same dimensions as a full-page ad (with no bleed).

Full-Color Ad Upgrade Available

Only Platinum and Gold Sponsors may upgrade to a full-color ad for an additional fee of \$300. These ads are **full color (CMYK)** and should be the same dimensions as a full-page ad.

Full, 1/2, or 1/8 Page Ads – Black & White

If a full-page/full-color ad has not been purchased, ads should be **black and white only** at the dimensions specified above.

Ad Receipt Deadline

ALL ads must be received no later than **TUESDAY, SEPTEMBER 21, 2021**.

Contact publications@narpm.org with questions about logo or ad specifications.

EXHIBIT HALL

FLOORPLAN

33rd Annual Convention & Trade Show

October 26-29, 2021

Loews Kansas City Hotel
Kansas City, MO

- = Partner
- = Sponsor
- = President's Celebration Sponsor
- = Platinum
- = Patron
- = Exhibitor

Virtual Only Exhibitors

Appfolio

Fourandhalf
Piñata
PropertyRepair
WizeHire

GENERAL SESSION

**In-Person
Exhibit Booths
SOLD OUT!**

BAR

BUFFET

BUFFET

BAR

| |
|-------------------------------------|
| GOLD Enterprise Bank 1 |
| GOLD Enterprise Bank 2 |
| Dovetail Analytics 3 |

| |
|--------------------------------------|
| Gordian Staffing 4A |
| Superior Contracting 4B |

| |
|-----------------------------------|
| Fyxed Maintenance 5 |
| APM Help 6 |
| Tenant Boost, Inc. 7 |

| Rently 8 | |
|-------------------------------------|----------------------------|
| GOLD Findings 9 | RentCheck 18 |
| GOLD Findings 10 | Property Meld 19 |
| Pest Share 11 | MYHealthily 20 |
| Summit VA Solutions 12 | RentScale 21 |

| Zillow Rentals Network 13 | |
|---|--|
| Renters Insurance Solutions 14 | TenantReports. com LLC 22 |
| Home Depot Pro 15 | Abodea 23 |
| Virtuallyin- Credible.com 16 | Global Strategic Business Process Solutions Inc. 24 |
| Stop Loss, LLC 17 | PetScreening 25 |

| Second Nature 26 | |
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| Inspect& Cloud 27 | EZ Repair Hotline 36 |
| Anequim 28 | Net Vision Communications 37 |
| Latchel 29 | Tenant Turner 38 |
| BRONZE Lead Simple 30 | BRONZE Lead Simple 39 |

| Propertyware 31 | |
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| SILVER Showdigs 32 | SILVER SmartRent.com, LLC 40 |
| BankUnited 33 | SILVER SmartRent.com, LLC 41 |
| ManageCasa Property Management Software 34 | ACRANET Tenant Screening 42 |
| Noel Selewski Agency Inc 35 | Upkeep Media Inc. 43 |

| HireSmart Virtual Employees 44 | |
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| Smart Entry Systems 45 | Rentvine 54 |
| CodeBox Inc. 46 | ShowingHero 55 |
| zInspector 47 | Property Manager Websites 56 |
| Profit Coach 48 | Steady 57 |

| Buildium 49 | |
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| BRONZE ShowMojo 50 | yesVIRTUAL 58 |
| Spaulding Decon 51 | SureVestor, Inc. 59 |
| CommercePayments Prepaid Expense Card 52 | Citizen Home Solutions 60 |
| Radar Mortgage, LLC 53 | Planet Synergy, Inc. 61 |

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| Rent Manager 62 |
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| AvidXchange 68 |
| OnSight Pros 69 |

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| SMS Assist 70 |
| Podium 71 |

MAIN ENTRANCE

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| Yardi 63 |
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| PLATINUM Rentals.com 66 |
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MAIN ENTRANCE

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| PointCentral 64 |
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| PATRON AxosBank 67 |
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| Rent Bridge 65 |
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TERMS, CONDITIONS, AND RULES FOR EXHIBITING AT A NARPM® EXHIBITION

For purposes below, “Management” shall mean the National Association of Residential Property Managers and “Exhibit Site” shall mean Loews Kansas City Hotel. It is stipulated that each exhibitor subscribe to the following rules and that their representatives will comply.

1. PURPOSE OF EXHIBITION

This Exhibition is an integral part of the 2019 NARPM® Annual Convention. To assure that the Exhibition will further the above purpose, admission to the display floor is limited to qualified persons. Since the primary purpose of the Association is to educate delegates on products and services of the Exhibitor, emphasis on all exhibits shall be to fully describe uses of products and services offered by the Exhibitor. This shall include display of all products and services offered. Exhibits must not be in violation of the Association's policies and code of ethics. While acknowledging the value of explaining cost of products and services to delegates, the Association maintains the Exhibitor does not dispense or sell any services, products, or devices merely for profit.

2. INDEMNITY AND LIMITATION OF LIABILITY

Neither NARPM® nor any division of NARPM®, nor the Exhibit Site, nor any of their officers, agents, employees, or other representatives, shall be held liable for, and they are hereby released from liability for any damage, loss, harm, or injury to the person or property of the Exhibitor or any of its officers, agents, employees, or other representatives, resulting from water, accident, or any other cause. The Exhibitor shall indemnify, defend, and protect Management and the Exhibit Site, and save Management and the Exhibit Site harmless from any and all claims, demands, suits, liability damages, losses, costs, attorney's fees, and expenses of part of the Exhibitor or its officers, agents, employees, or other representatives. It is the responsibility of the Exhibitor to maintain proper insurance coverage for its property and liability. It is understood that NARPM®, Arizona Grand Resort & Spa, and all staff, agents, and representatives are harmless from any claims arising from the products given to the attendees during the Exhibition.

3. ASSIGNMENT OF EXHIBIT SPACE

Management shall assign the Exhibit Space to the Exhibitor for the period of the Exhibit, provided the Exhibit Site is made available to Management, on a first priority receipt of the enclosed contract. Such assignment is made for the period of this Exhibit only and does not imply that the same or similar space be held or offered for future exhibits. Every effort will be made to respect the Exhibitor's space choices whenever possible, but Management's decision will be final. Management reserves the right to transfer assignment when such action is deemed to be in the best interest of the total Exhibition. Management reserves the right to withdraw its acceptance of this contract if it determines, in its sole discretion that the Exhibitor is not eligible to participate or the Exhibitor's product is not eligible to be displayed in this Exhibit. **Affiliate Members and Affiliate Non-Members who are not exhibiting are not allowed to attend any part of the NARPM® Convention.**

4. USE OF NAMES

NARPM® Board Members and Committee Chairs are not allowed to use their board position to promote a product or service for an Affiliate/Vendor. Members will be allowed to use their name, company name, and company title, but not their NARPM® Board title. In addition, NARPM® Affiliates/Vendors are prohibited from using board member names in conjunction with the member's NARPM® board position in any advertising, marketing or promotional material. Please do not use or request board members to use their title in promoting your business.

5. USE OF EXHIBIT SPACE

An Exhibitor shall not assign to a third party its rights hereunder

to the Exhibit Space or any portion thereof without the written consent of the Management, which it may withhold at its sole discretion. If such consent is given, the Exhibitor shall assume full responsibility for the conduct of the assignee and all its representatives, and the Exhibitor shall not charge its assignee more than a proportionate share of the exhibit fee based upon the amount of Exhibit Space assigned.

6. INSTALLATION

It is explicitly agreed by the Exhibitor that in the event they fail to install their products in assigned Exhibit Space or fail to remit payment for required space rental at the time specified, Management shall have the right to take possession of said space and lease same or any part thereof to such parties and upon such terms and conditions as it may deem proper.

7. DISPLAYS, DECORATIONS, AND MUSIC

Merchandise, signs, decorations or display fixtures shall not be pasted, taped, nailed, or tacked to walls. No Exhibit, merchandise or equipment shall be left in any aisle, but shall be confined to Exhibit Space. No signs or advertising devices shall be displayed outside Exhibit Space or project above or beyond limits of Exhibit Space. Advertising material or signs of firms other than those that have engaged space is prohibited. Exhibitors who play any form of copyrighted music in their exhibit or private meetings during this event, are required to be licensed by either or both the American Society of Composers, Authors and Publishers (ASCAP) and/or Broadcast Music, Inc. (BMI). Exhibition producers, the association sponsor and facility management independently and severally disclaim any licensing responsibility for public performance of unlicensed music by exhibitors during this event.

8. FIRE REGULATIONS

Exhibitor shall not pack merchandise in paper, straw, excelsior or any other readily-flammable material. All cartons stored in the Exhibit Site shall be emptied of contents. Exhibitor shall use no flammable decorations or covering for display fixtures, and all fabrics or other material used for decoration or covering shall be flameproof, if required by local law or ordinances. All wiring devices and sockets shall be in good condition and meet the requirements of local law. Equipment with engines/motors or gas tanks shall be emptied and battery connections disconnected during display.

9. BOOTH EQUIPMENT AND SERVICES

Space rental includes: appropriate space for a table and 2 chairs with back wall and side rails; general hotel security; daily maintenance; and general lighting. Nothing will be allowed in the booth that won't fit behind or on top of the table.

10. STORAGE AND PACKING CRATES AND BOXES

Exhibitor will not be permitted to store packing crates and boxes in the booth or the Exhibit Area during the Exhibit. It is the Exhibitor's responsibility to mark and identify all crates and boxes. Crates not properly marked or identified may be destroyed. No trunks, cases, or packing materials shall be brought into or out of Exhibit Spaces during Exhibit hours. Cartons containing valuables should not include contents on the outside.

11. OBSERVANCE OF LAWS

Exhibitor shall abide by and observe all laws, rules, regulations, and ordinances of any applicable government authority and all rules of the Exhibit Site.

12. CANCELLATION OR TERMINATION OF EXHIBIT

If, because of war, fire, strike, Exhibit facility construction or renovation project, government regulation, public catastrophe, Act of God, the public enemy, or any other cause, the Exhibition or any part thereof is prevented from being held, is cancelled by the Management, or the Exhibit Space becomes unavailable, Management, in its sole discretion, shall determine and refund to the Exhibitor, its proportionate share of the aggregate Exhibit

TERMS, CONDITIONS, AND RULES FOR EXHIBITING AT A NARPM® EXHIBITION

fees received that remains after deducting expenses incurred by Management and reasonable compensation to Management, but in no case shall the amount or refund to Exhibitor exceed the amount of the exhibit fee paid. **Cancellation by the Exhibitor after September 1, 2021 obligates the Exhibitor to full payment of the rental. No refunds will be made after this date. If written cancellation is received prior to September 1, 2021 a full refund will be issued, minus a \$50 service charge.**

13. EXHIBITOR CONDUCT

Exhibitor and its representatives shall not congregate or solicit trade in the aisles. The prior written consent of Management is required for the employment or use of any live model, demonstrator, solicitor, or device for the mechanical reproduction of sound. Such employment or use shall be confined to the Exhibit Space. Management, in its sole and absolute discretion, may withdraw its consent at any time, in which event Exhibitor shall terminate such activity forthwith. All promotional plans must be submitted to Management for approval. Distribution of pamphlets, brochures, or any advertising matter must be confined to the Exhibit Space. Exhibitor shall refrain from any action that will distract attendees from attendance at the Exhibit during open hours. Exhibitor shall not lead attendees from one Exhibit Space to another or to elevators or escalators. Exhibitor shall not enter into another Exhibitor's space without invitation or when unattended. Exhibitor or any of its representatives shall not conduct itself in a manner offensive to standards of decency or good taste.

14. UNION LABOR

Exhibitor must comply with all union regulations applicable to setup, dismantling, and display of its exhibits where applicable.

15. ARBITRATION

Any controversy or claim between the parties hereto arising out of or related to the provisions of the agreement or the breach thereof shall be settled by arbitration in Chesapeake, Virginia in accordance with the Rules of the American Arbitration Association and judgment upon the award rendered by the Arbitrator may be entered in any court having jurisdiction thereof.

16. JURISDICTION

Both Management and Exhibitor consent to the jurisdiction of the Virginia District and Appellate Courts and the U.S. District Court for the Hampton Roads District of Virginia, for all purposes in connection with this agreement. The parties agree that review of process may be obtained by registered mail, return receipt requested, within or without the state of Virginia.

17. ABIDANCE WITH THE NARPM® AFFILIATE MEMBER CODE OF CONDUCT

Exhibitor agrees to the NARPM® Affiliate Member Code of Conduct listed below. As defined in this code, NARPM® Member is any classification of membership within the organization.

Article 1

The Affiliate Member (Affiliate) shall provide equal professional service to any NARPM® Member (Member) or other person regardless of race, color, religion, sex, disability, familial status, national origin, creed, marital status, sexual orientation, status with regard to public assistance or handicap, whether physical or mental. I understand further that local ordinances may include other protected classes.

Article 2

The Affiliate shall be informed and do business in accordance with laws, governmental regulations, licensing requirements, and public policies in the field in which the Affiliate customarily engages.

Article 3

The Affiliate shall provide a level of competent service in keeping with the standards of practice in the field in which the Affiliate customarily engages.

Article 4

The Affiliate shall promote business in a positive and professional manner based on individual merit and those of the Affiliate Company. Affiliates are required to use professional courtesy and consideration at all NARPM® events and refrain from undesirable activities. Undesirable activities by non-sponsoring Affiliates at NARPM® events where paid Affiliate sponsors are in attendance include, but are not limited to, attendance, actively marketing their business, distributing marketing materials or business cards, holding offsite events, or making negative remarks about sponsoring Affiliates.

Article 5

The Affiliate shall not disparage competitors in an attempt to gain business. The Affiliate shall not attempt to gain any unfair advantage over competitors by knowingly or recklessly making false or misleading statements about competitors or NARPM® Members.

Article 6

The Affiliate shall interact with all Affiliate Members within the guidelines of this Code of Conduct.

Article 7

The Affiliate shall not undertake activities that compromise or interfere with the contractual business relationship NARPM® Members have with their customers and clients.

Article 8

Affiliate Members will aspire to follow the rules and regulations contained in the Code of Ethics of the NARPM®. This would include cooperation in any disciplinary proceedings or investigations conducted by the NARPM® leadership.

Article 9

The Affiliate shall fully comply with RESPA (Real Estate Settlement Procedures Act), as well as the Affiliate's own industry standards, when money or any item of monetary value is paid by the Affiliate to a Member in return for business, referrals, or preferred vendors status.

18. AGREEMENT TO TERMS, CONDITIONS, AND RULES

Exhibitor agrees to observe and abide by the foregoing Terms, Conditions, and Rules and by such rules made by Management from time to time for the efficient or safe operation of the Exhibit, including but not limited to, those contained in this contract. In addition to Management's right to close an Exhibit and withdraw its acceptance of the Application, Management, in its sole judgment, may refuse to consider for participation in future Exhibits any Exhibitor that violates or fails to abide by all such Terms, Conditions, and Rules.

The foregoing Rules have been formulated in the best interest of Exhibitors. The cooperation of our patrons is requested. All points not covered herein are subject to settlement by the Association.

NARPM® ANTITRUST STATEMENT It is the policy of the NARPM® to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM®'s membership is composed of competitors; they must refrain from discussing competitively sensitive topics, including those related to pricing (such as rates, fees, or costs), individual competitors or specific business transactions, or controlling or allocating markets. NARPM® shall not restrict members' ability to solicit competitors' clients. NARPM® shall not restrict members' ability to advertise for business, provided the advertising is not false, deceptive or otherwise illegal.