



EXHIBITOR AND SPONSOR CODE OF CONDUCT FOR EVENTS

This code of conduct applies to all exhibitors and sponsors participating in Florida Local Government Information Systems Association (FLGISA) events. Exhibitors and sponsors shall professionally conduct themselves to inspire the confidence, respect, and trust of their clients and the public. Any persons associated with the exhibitor and sponsor company may be held responsible for compliance with these rules of conduct. This code of conduct is an extension of the winter symposium or annual conference rules and regulations.

1. Exhibitors and sponsors shall not discriminate against or harass any person including but not limited to conference attendees, staff, members, or other exhibitors and sponsors because of race, religion, sex, national origin, age, disability, or sexual orientation. Exhibitors and/or sponsors are not permitted to behave in a manner that, at the sole discretion of FLGISA, is objectionable.
2. Exhibitors and sponsors shall be considerate of other exhibiting and sponsoring companies. Under no circumstance should you enter any other exhibitors' display area uninvited or when unattended. Exhibitors must confine their activities to their exhibit space. Interference with, or disruption of, another exhibitor personnel or legitimate activities is prohibited.
3. Each paid exhibitor and sponsor will receive a name badge upon check-in. Name badges must be worn at all times during conference hours and events. Under no circumstances will unpaid representatives or companies be admitted.
4. Registered or non-registered exhibitors and sponsors shall not schedule any functions at times that conflict with the FLGISA conference schedule. Hospitality suites, on-site or off-site dinner functions, focus groups, room drops, and satellite programs sponsored by registered or non-registered exhibitors and sponsors must be approved by the FLGISA in advance of the conference. Any exhibitor and sponsor wishing to host an event or hospitality suite in conjunction with the FLGISA winter symposium or annual conference must agree to purchase a sponsorship at that event. For the winter event, general sponsorship, and at the annual conference, bronze sponsorship. The FLGISA must be informed of the dates, times, locations, and types of events in advance to ensure no conflict with the FLGISA conference agenda and other conference activities.
5. Exhibitors and sponsors are not permitted to serve or consume alcoholic beverages on the show floor except when provided by the FLGISA.
6. Exhibitors, sponsors, and/or individuals exhibiting at conference events are participating at the exclusive discretion of the FLGISA and must abide by all local codes, rules, regulations, and ordinances, including fire regulations, and must abide by the directions and instructions presented by FLGISA and the host hotel. It is the responsibility of the exhibitor and sponsor representative to see that persons staffing the conference are representing their firm and adhere to the FLGISA sponsor code of conduct and conference rules and regulations.
7. The exhibitor and sponsor understand that violation of any provision of the FLGISA sponsor code of conduct and conference rules and regulations may result in immediate removal of the exhibitor or sponsor with or without refund of monies and/or being barred from future FLGISA events at the discretion of the FLGISA Board of Directors.