

THE INSPIRED HOME SHOW | IHA's GLOBAL HOME + HOUSEWARES MARKET

March 14 - 17, 2020
McCormick Place | Chicago

Payment Options & Cancellation Provisions

IHA Board of Directors

The International Housewares Association (IHA), a not-for-profit trade association, owns, operates and manages The Inspired Home Show at the direction of its Board of Directors, which is comprised of volunteer members from the housewares industry. The IHA Board has the ultimate responsibility for setting rules of operation for the Show. The IHA Show Management Team executes the Show based on the IHA Board's direction.



Payment Options and Cancellation Provisions

ALL companies must remit payment by July 2, 2019

IHA's primary method of accepting payment is by company check in U.S. dollars, wire transfer or ACH. If you prefer the convenience of paying online by credit card, we will charge your credit card an additional 3% on the total invoice amount as a non-refundable convenience fee. If you pay by credit card and are later owed a refund for any reason, the convenience fee will not be included in the refunded amount. Membership is also non-refundable.

Electronic Payments:

If paying via wire transfer or ACH payment, you **MUST** reference your order number and exhibitor company name in the remittance detail. Please also email payment details to payments@housewares.org. In the subject line, enter *Wire or ACH and Your Order Number*.

Payment Option

- **Companies must remit full payment with the Space Application / Contract by July 2, 2019.**
- Companies qualify for the Early Bird Discounted rate if their application and full payment are received by July 2, 2019.

Cancellation Policy for Payment

Any company canceling its participation in the 2020 Show must do so in writing. Cancellations must be signed by an officer of the company. Refunds will be provided as follows:

- Companies who submit full payment with their application, and cancel their booth space between July 2 and October 31, may either receive a full refund of booth space fees and forfeit seniority or forfeit the refund and retain seniority.
- After October 31, no refunds will be issued. However, the company's seniority will be retained for one year.
- The option to forfeit full payment to retain seniority is only given once every five years.
- IHA reserves the right to resell the canceled booth space upon cancellation notification, made by phone, fax or email. Space is not held for future Shows.
- Exhibitors who have been assigned space after October 31 and cancel, or companies that relinquish a portion of their booth space after October 31, will not be eligible for a refund.
- Forfeited payments will not be used for future Shows.
- Refunds are made without interest.
- Any company or organization that would otherwise qualify to exhibit at the Show, but chooses not to, must cancel all meeting rooms, relinquish their Exhibitor badges, and is subject to a charge of \$500 per trade guest badge with a limit of 5 trade guest badges to enter the Show.
- Companies that cancel participation are required to return all Show badges and cancel meeting rooms.
- Companies holding off-site meetings and failing to return badges may be suspended from exhibiting or attending future Shows.
- Companies that cancel participation will have their 2019/2020 online profile removed from Housewares Connect 365 and the Show mobile app, as well as The Inspired Home.

Booth space that does not contain freight or product set-up by 12 pm, Friday, March 13, 2020, is subject to be resold. Please notify IHA in writing if exhibit freight is arriving late.

Any exhibiting company that fails to notify IHA in writing of a cancellation, or cancels after February 21, 2020 may be barred from participating at all future Shows. Failure to return the 2020 Space Application/Contract will result in a complete loss of seniority.



UNITED STATES
6400 SHAFER COURT, STE. 650
ROSEMONT, IL USA 60018
TEL: +1 847.292.4200
FAX: +1 847.292.4211
Housewares.org

INTERNATIONAL OFFICES
IHA CANADA
IHA GERMANY
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