

# THE INSPIRED HOME SHOW

IHA's GLOBAL HOME +  
HOUSEWARES MARKET

August 7 - 10, 2021  
McCormick Place | Chicago

## Exhibitor Code of Conduct

(Published August, 2020)

### IHA Official Terms and Conditions

- **Booth space fees cover the rental of raw floor space only. A booth structure is not included. Signs, carpet, booth displays and utility services are required and are the responsibility of the exhibitor. Exhibitors are required to incorporate their company name and assigned booth number on their exhibit signage.**
- **All inline exhibitors are required to provide a finished backwall 8 feet minimum in height and extending the length of the booth space. The use of standard "pipe & drape," pegboard and tabletop displays used exclusively as exhibit structures is prohibited.**
- **Utility Services: Booth selection must have adequate service for your company's utility needs. IHA will relocate your company if adequate utilities are not available. To ensure the safety of our attendees, utility services cannot be accessed from an aisle. Instances may occur where a utility port within your booth space is used to service neighboring exhibitors. If ramping is required for the use of utilities, the exhibitor will be required to sign a waiver of liability.**
- IHA uses the cubic content rule to allow exhibitors to maximize their booth space. This rule enables exhibitors to build their exhibit structure right up to the front of their booth and up to the maximum height permitted.
- The list of buyers provided to qualifying exhibitors at the conclusion of the Show cannot be sold and the limited rights to use the data is non-transferable.
- If your company is providing OEM products to an exhibitor already in the Show, it is your responsibility to communicate to these exhibitors your intention to exhibit in the Show.
- Booth space must be returned to original condition received. Excess trash is not acceptable.
- Exhibits cannot be dismantled before 3:01 pm on Tuesday, August 10.



### 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.

# Exhibitor Code of Conduct

- **Exhibitor Code of Conduct** – My company has acknowledged it has read and agrees to adhere to the following Exhibitor Code of Conduct (rules by which every exhibitor must abide):
- Given the reasons for exhibiting at the Show, outside activities or meetings by any housewares company during Show hours that would draw attendance away from the exhibit floor or McCormick Place are prohibited.
- Exhibiting companies that cancel their booth space and want to attend the Show must cancel their hotel meeting rooms and McCormick Place meeting rooms and re-register as "Trade Guests." Non-exhibiting companies are prohibited from conducting any meetings including retailer and supply chain meetings, during the Show period, including move-in, Show days and move-out. Violators may be suspended from exhibiting or attending all future Shows. The International Housewares Association (IHA) reserves the right to charge \$500 per Trade Guest Supplier badge and limit the number of badges per company to five (5), solely at its discretion, to enhance the quality and overall experience of the Show for all participants. IHA also reserves the right to make changes, as necessary, to the category of badge registration-type submitted by an individual or company. Should it be necessary to change the registration type after the request has been submitted by any means, a representative of IHA will contact the individual or company and request payment of the amount due. Should a charge be imposed, payment must be submitted in advance of receiving a badge. If payment is not received, IHA reserves the right to cancel all hotel rooms and meeting rooms.
- IHA reserves the right to charge Non-Exhibiting Housewares Product Suppliers/Financial Institutions/Investment Companies \$500 per badge and limit the number of badges per company to five (5), solely at its discretion, to enhance the quality and overall experience of the Show for all participants.
- IHA reserves the right to charge Trade Guests \$100 per badge and limit the number of badges per company to five (5), solely at its discretion, to enhance the quality and overall experience of the Show for all participants.
- **Unauthorized photography** of any exhibit or product is prohibited and may result in expulsion from the Show. Unauthorized photography includes videotaping or photographing another exhibitor's booth or product without the exhibitor's permission at any time. Exhibitors are required to monitor their own booth areas and should notify IHA or security immediately of any unauthorized photography. Arrangements can be made to have your exhibit photographed and videotaped with the recommended Show photographer. Upon request, IHA will also provide exhibitors with "no photography" signs to be placed in their booth.
- Be considerate of other exhibitors. Under no circumstance should you enter any other exhibitor's display area uninvited or when unattended.
- Interference with, or disruption of, another exhibitor's personnel or legitimate activities is prohibited.
- Exhibitors are not permitted to behave in a manner which, in the sole discretion of IHA, is objectionable. You must comply with all rules established by IHA. If you have any questions concerning your exhibit or activities within your booth, please contact IHA.
- Exhibitors and their company representatives must wear their official identification badges at all times while on the Show floor and in meeting rooms. These badges are issued for protection and identification and must not be loaned or given to other persons. Badges should not be accepted or worn if they do not accurately represent the exhibitor's identity or company. Do not discard your badges in common areas or facility receptacles. This will prevent unauthorized attendees from assuming your identity to remove product from the Show floor. Badge registration is only valid through the Show's authorized registration company. Unauthorized badges that are manufactured or copied will be confiscated; violators may be barred from the Show premises. Exhibitors are prohibited from registering anyone other than their company representatives exhibiting in their booth. Exhibitors are prohibited from registering Exhibitor Appointed Contractors (EAC) and manufacturer's reps. Exhibiting companies that cancel their booth space will have their exhibitor badges cancelled by IHA. If a refund is due, it will not be issued until the cancellation process is completed. If cancelled companies want to attend the Show, they must register as trade guests.
- Demonstrators must be properly clothed at all times and must confine their activities to their exhibit space. Demonstrations and distribution of promotional materials in aisles and common areas is prohibited.
- Exhibitor's sound level shall not be disruptive and/or interfere with the ability of any and all adjacent exhibitors and exhibit areas.
- Any raffles, prize drawings or promotional contests of any kind must be approved by IHA in writing prior to the Show.
- The selling of product on the Show floor is strictly prohibited.
- Exhibitors are not permitted to dismantle their exhibits or do any packing before 3:01 p.m. on the last day of the Show. If observed tearing down early, the exhibitor may be subject to a series of substantial fees and/or other penalties including the loss of seniority or expulsion from future Shows.

**IHA Show Management Discretion:** IHA retains the right and responsibility to take such steps as it deems necessary or appropriate to maintain and enhance the overall quality of the Show. To this end, IHA shall assign exhibit space; implement, revise and carry out the rules and policies to manage the Show; make discretionary judgments whether product categories or exhibitors should be added or deleted for the overall benefit of the Show, promoting quality and diversity of exhibitors and products; revise floor plans as necessary; add, retain or terminate Show service vendors; determine the Show site; and take such other steps as deemed necessary or appropriate in IHA's absolute discretion to conduct a world-class Show for the home and housewares industry.



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