

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

August 7 - 10, 2021  
McCormick Place | Chicago

## Payment Options & Cancellation Provisions

(Published August, 2020)

### IHA Board of Directors

The International Housewares Association (IHA), a not-for-profit trade association, owns, operates and manages The Inspired Home Show (The "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 the rules of operation for the Show. The IHA Show Management Team executes the Show based on the IHA Board's direction.



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# Payment Options and Cancellation Provisions

ALL companies must remit payment by July 2, 2020

These Payment Options and Cancellation Provisions are incorporated by reference in the Space Application Term & Conditions and are made a part of and are binding on Exhibitor upon submission of the Space Application.

## Payment Instructions

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 dues are 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](mailto:payments@housewares.org). In the subject line, enter Wire or ACH and your order number located on your invoice.

### Wire Transfer Alert

Exhibitors to The Inspired Home Show® have reported that hackers have intercepted email messages between them and IHA. In the email message, the hacker pretends to be an IHA employee. The email message instructs the Exhibitor to change the wire-transfer bank information in an attempt to divert payment for exhibit space to a fraudulent bank account.

Please pay special attention to any email message instructing you to alter the wire-transfer information as it appears on your original invoice from IHA. The bank account information, as it appears on your invoice, is the **ONLY** account to which you should send electronic funds.

## Payment Options

- **Companies must remit full payment with the Space Application by July 2, 2020.**
- Companies will qualify for the Early Bird Discounted rate if their application and full payment are received by July 2, 2020.
- **If payment is being applied from the 2020 Show, the terms of the Early Bird Discount still apply. The Space Application must be completed and received by July 2, 2020, along with any price differential between the 2020 Show credit and the fee of the space requested in the 2021 Space Application, if not equivalent to the space previously assigned for the 2020 Show. If the Space Application is received after July 2, 2020, the standard rates for booth space at the 2021 Show will apply and there will be additional monies due for equivalent space to that which was assigned for the 2020 Show.**

## Cancellation Policy for Payment

Any company canceling its participation in the 2021 Show must do so in writing. Cancellations must be signed by an officer of the company. Refunds will be provided as follows:

- **Credits applied from the 2020 Show are non-refundable. Any and all refunds issued (if any) for companies wishing to cancel their space for the 2021 Show shall be less any credit applied from the 2020 Show.**
- If canceling assigned 2021 Show booth space on or before August 31, 2020, Companies may either (i) receive a full refund of booth space fees including incremental amounts paid for changes to assigned booth space (i.e. expansions or corner fees) less 2020 Show credits and forfeit seniority, or (ii) forfeit the refund and retain seniority.
- After August 31, 2020, no refunds will be issued for cancellations or partial relinquishments of booth space. However, the company's seniority will be retained for one year.
- Membership dues are non-refundable.
- 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.
- Forfeited payments will not be applied to future Shows.
- Refunds are made without interest.

### Non-Exhibiting Housewares Product Suppliers

- Any company or organization that would otherwise qualify to exhibit at the Show, but chooses not to, must cancel all meeting rooms, Exhibitor Registration and is subject to a charge of \$500 per trade guest badge with a limit of five trade guest badges to enter the Show.
  - Companies that cancel participation are required to cancel all badge registrations and cancel meeting rooms.
  - Companies that cancel participation and are holding off-site meetings may be suspended from exhibiting or attending future Shows.
  - Companies that cancel participation will have their 2020/2021 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, August 6, 2021, is subject to being 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 July 5, 2021, may be barred from participating at all future Shows. Failure to return the 2021 Space Application, regardless of whether the exhibitor has a credit from the 2020 Show will result in a complete loss of seniority.