



2017 Latin American & Caribbean Tyre Expo

# EXHIBITOR MANUAL

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## FOOD & BEVERAGE

**It is prohibited to bring any food or alcoholic beverages into the exhibition location and/or booth, unless otherwise authorized in writing by the Latin Expo Group and Show Management.**

Food is only allowed in the designated cafeteria area of the exhibition. If you wish to have your own catering and beverage in your booth you must contact show management [alm@latintyreexpo.com](mailto:alm@latintyreexpo.com) and ask for permission as all catering MUST BE through official show and convention catering company.

## SECURITY

LATIN EXPO GROUP, LLC will provide daytime and night time security for the exhibition. LATIN EXPO GROUP, LLC does not assume responsibility for any theft, damage, acts of vandalism to exhibitor's merchandise or any other property that remains in the building, booths, modules, exhibition site or parking areas. LATIN EXPO GROUP, LLC is not liable for any personal injuries that may occur to the exhibitor, exhibitor's personnel or show visitors. The Exhibitor shall be the sole liable party to Exhibitor's merchandise, products, personnel or third parties working directly or indirectly for the exhibitor.

## INSURANCE RESPONSIBILITY

It is recommended that the Exhibitor take out a third party insurance and an all risk insurance from first date of set-up to the last day of dismantling.

ACCIDENTS MUST BE REPORTED IMMEDIATELY TO SHOW MANAGEMENT. THERE IS EMERGENCY RESPONSE PERSONNEL AVAILABLE AT THE ATLAPA CONVENTION CENTER. PLEASE NOTE ALL FEES AND CHARGES FOR USE OF ANY SERVICES PROVIDED ARE AT THE EXHIBITOR EXPENSE AND RESPONSIBILITY.

Exhibitors and all their related parties hereby release Latin Expo Group S. de RL. Latin Expo Group LLC. and any sub-contractor, ATLAPA Convention Center (herein referred to as the "releases") and any of their representatives from all liability to exhibitor for any and all loss or damage or any claim or demands on account of injury to the person or property or resulting death of Exhibitor arising out of or relating to Latin American & Caribbean Tyre Expo whether caused by negligence of the Releases or otherwise. Exhibitor hereby agrees to indemnify, save and hold harmless the Releases from any loss, liability, damage or costs incurred by the Releases from any action by the Exhibitor.

Any damage or loss should be reported in writing immediately to the police and to the organizer of the event.

## LICENSES & USE OF TRADE NAMES

The Exhibitor should have the necessary documentation to demonstrate that they have the legal right to represent the manufacturer, distributor, and the products, trademarks and corporate brand signage that are on display or are mentioned on the banners, script writing and other communications in the booth.