

# **SAFARI CLUB INTERNATIONAL SCI CONVENTION POLICIES AND PROCEDURES**

updated August 2025

# SCI Annual Hunters' SCI Convention Policies and Procedures

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# SCI Annual Hunters' SCI Convention Policies and Procedures

## Adherence to Policies

These Safari Club International SCI Convention Policies and Procedures (hereinafter the "SCI Convention Policies") are designed to acquaint all exhibitors, attendees, workers, vendors and all others that are connected in any way with Safari Club International's Annual Hunters' Convention (the "Convention") with the policies and procedures governing Convention. As such, the SCI Convention Policies are incorporated by this reference into all Exhibitor Contracts and Registration Agreements.

Failure to comply with these SCI Convention Policies may result in removal from the Convention, exclusion from future SCI events, forfeiture of Priority Points previously awarded or other penalties as SCI, in its sole discretion, deems appropriate.

Safari Club International ("SCI") reserves the right, at any time, to revise these SCI Convention Policies, wholly or in part, without having to give cause, justification, or consideration. This current edition of SCI Convention Policies supersedes all previous editions.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Convention Access Policy

### **Attendees; Badges; SCI Membership:**

- a. The SCI Annual Hunters' Convention (the "**Convention**") is a members-only Convention, meaning it is open only to Safari Club International ("**SCI**") members in good standing with an active SCI Membership that is current and continuous from the time of registration throughout all days of the Convention ("**SCI Member**").
- b. All Convention attendees must be
  - i. an SCI Member who has registered for the Convention and paid all required fees and who complies with SCI Convention Policies ("**Member Attendee**");
  - ii. a guest or child 17 years of age or under who is attending Convention as the guest of a Member Attendee and meets the requirements of this subsection; or
  - iii. a vendor or contractor of SCI or Safari Club International Foundation ("**SCIF**") who is authorized to be in attendance.
- c. Guests of a Member Attendee must register for Convention and attend Convention with a Member Attendee by paying required registration fees, which in the case of a guest of a Member Attendee are the required Badge Fees only; provided, the guest is accompanied at all times on the Show Floor and all events by the Member Attendee.
- d. Children 12 years of age and under related to a Member Attendee must register for Convention and attend Convention with a Member Attendee free of charge; provided, the child is accompanied at all times on the Show Floor and all events by the Member Attendee.
- e. Children 13 - 17 years of age related to a Member Attendee must register for Convention with a Member Attendee by paying required registration fees, which in the case of a 13 – 17 year old child of a Member Attendee are the required Badge Fees only; provided, the child is accompanied at all times on the Show Floor and all events by the Member Attendee.
- d. All Convention attendees must register and pay applicable fees. Registration is not transferrable or refundable. Any member shown to be utilizing a badge that is not theirs or shown to be "sharing" badges will be removed from the show floor and have their membership and access to show revoked.

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- e. An SCI Membership can be purchased at the time of registration for Convention.
- f. Badges must be worn and visible at all times when on the Show Floor and at most events. Badges may not be shared and are not transferrable. Each Exhibitor and attendee must present a badge and a government-issued photo ID to gain access to the Convention and Show Floor.
- g. SCI is not responsible for lost or stolen badges. A \$75 fee will be assessed for a replacement badge. Lost or stolen event tickets will not be replaced.

## **Booths:**

- a. Only active SCI Members may register for booth space at a Convention. Exhibitors may purchase or renew an SCI Membership when they register for a time to reserve booth space. The primary contact or owner of each Exhibitor must be an SCI Member. SCI reserves the right at any time to cancel a booth contract pursuant to the official SCI booth.
- b. All individuals or companies wishing to conduct business at the Convention must license from SCI Show Floor space in the form of "booth(s)". All Exhibitors must have a current, executed Exhibitor Contract with SCI that identifies the booth space to be occupied by the Exhibitor, and only Exhibitors may conduct business at the Convention. Within the confines of their licensed booth.
- c. Any person allowed or brought onto the Convention Show Floor by an Exhibitor who is working with or assisting an Exhibitor, whether the person is an employee or contractor of the Exhibitor, permanent or temporary, is required to be an SCI Member, unless such person falls within the following provisions. An Exhibitor is allowed to identify certain persons assisting and working with the Exhibitor during the Convention for the operation of the Exhibitor's booth, and such persons will be deemed SCI Members under this provision due to their listing by the Exhibitor and the relationship with the Exhibitor. For this provision to apply, each such person listed by the Exhibitor must be working with or assisting an Exhibitor in operation of the Exhibitor's booth or be the Exhibitor's spouse or significant other and be identified on the Exhibitor's list of badge requests, together with the relationship to the Exhibitor.
- d. Companies or individuals with booth space must confine their business-related activities to their booth area. Failure to comply may result in removal from the Show Floor and being barred from activity at Convention. Any individual or company conducting unauthorized business on or around the Convention Show Floor (including, without limitation, unauthorized solicitation, solicitation or marketing

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outside applicable booth area, including lounges, aisle-ways, hallways, or public areas, or fundraising) may be removed from the Convention and, at SCI's sole discretion, denied access to any or all SCI events for up to five calendar years. Each Exhibitor is responsible for the conduct of any personnel, company, person, or badge holder conducting business in, from or on behalf of such Exhibitor's booth space or in connection with such Exhibitor's "Exhibitor Contract".

- e. Unless expressly authorized in writing by SCI or SCIF, no fundraising or solicitations of any kind are allowed on the Convention Show Floor or in any SCI contracted hotel space. Exhibitor shall not be entitled to assign, sublet, license or otherwise grant any right to occupy, use or otherwise utilize the booths(s) or any of the benefits granted to Exhibitor under this Contract to any person or entity whatsoever, nor shall Exhibitor display, offer or provide any merchandise, product, service, materials, brochure, exhibit, presentation, graphic, video, slide show or any other display or information of any person or entity other than Exhibitor
- f. Any Convention attendee "suitcasing" or convention poaching in an Exhibitor's booth or elsewhere at the Convention may be removed from the Convention and, at SCI's sole discretion, denied access to any or all SCI events for up to five calendar years. As used herein "suitcasing" or convention poaching is defined as any activity designed to solicit purchases or orders, or sell products or services to others without the proper authorization from SCI or in a manner that violates SCI Convention Policies.
  - i. Suitcasing penalties:  
Should an exhibitor knowingly facilitate suitcasing or house any uncontracted exhibitor, salesperson or vendor in their booth they will be removed from the show floor and stripped of all SCI Booth points.

**AGREED AND ACCEPTED BY \_\_\_\_\_(INITIAL)**

# SCI Annual Hunters' SCI Convention Policies and Procedures

## **Non-Payment**

g. Any entity or individual with an outstanding, overdue balance due to SCI or SCIF may be refused access to the Convention, or restricted from reserving a booth, or participation in an auction.

i. All outstanding, overdue balances owed to SCI or SCIF must be paid, in full, CONSISTENT WITH THE FULLY EXECUTED "EXHIBITOR CONTRACT" payment timeline in order for an SCI Member to participate, unless other arrangements have been made with SCI or SCIF and written documentation exists to evidence such an agreement.

ii. Any Exhibitor with an outstanding, overdue balance owed to SCI or SCIF will not be eligible for placement in SCI Convention, until such balance has been satisfied if space remains. For the avoidance of doubt, an "outstanding, overdue balance" means any amount owed to SCI or SCIF that was not paid timely and may include, but is not limited to, amounts related to advertising, publications, sponsorships, prior exhibit agreements (booth rentals), prior auction purchases, commitments due to SCI/F and other items not listed here.

**Emergency:** If SCI considers that an emergency situation exists and that failure to take immediate action may be reasonably expected to result in harm to SCI, any of its Members, any Convention Exhibitor(s), or any Convention attendee(s), SCI retains the right to take any and all action reasonably necessary, including by way of removing individuals from the Convention, to avoid, mitigate, contain, control, stop, alleviate, or otherwise impact the emergency situation to try to avoid harm to those expected to be harmed.

**Meetings / Hospitality / Social Functions:** No meetings, gatherings, or social functions may be held at the Convention (either the Show Floor or within the Convention facility) during the publicized days of the Show without the prior written consent of SCI. Any request to hold a meeting, gathering, social function must be submitted in writing to the SCI head of Convention Services not less than 90 days prior to the first day of Convention, together with the details of the request to include the proposed date and time of the function, anticipated location and number of individuals to attend, duration of the function, and purpose of it.

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## **Video Footage; Convention Press and Media Coverage:**

a. No video or live recordings of any kind may be taken on the Convention Show Floor or at any SCI events without the express, prior written consent of SCI. Any footage taken without such prior, written consent of SCI is deemed the sole property of SCI pursuant to this Policy and all copies must be turned over to SCI on demand, and may not be disseminated, used in any manner, or shared without prior written consent of SCI.

b. All media or press personnel attending the convention must be registered with SCI beforehand. Proper credentials will be required to receive a press badge and media or press representatives will be escorted by a member of the SCI team. No press or media personnel may take video footage without the prior, express written consent of SCI.

c. Still photography is permissible except when dignitary, VIP, or celebrity personalities prohibit taking photographs. All press and media personnel are required to follow SCI Convention Policies and failure to do so may result in being removed from the Convention.

d. Press and media personnel are not allowed on the Show Floor or in SCI event venues before of after designated Show or event hours.



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## Priority Points Policy

“Priority Points” is an incentive program established and administered by SCI and is subject to change from time to time at the discretion of SCI. SCI uses Priority Points as the primary criteria in the booth selection process for SCI Conventions and other events. Priority Points are controlled exclusively by SCI, and not by any company or individual participating in the program.

Priority Points are granted to contracted Convention Exhibitors by SCI as outlined below in recognition of such Exhibitors' financial support of SCI. Priority Points cannot be: (i) used in any way by any company or person other than the Original Exhibitor/Company Owner to whom those Priority Points were granted, (ii) combined or transferred upon merger, consolidation, or any other partnership, combination or joint agreement, whether formal or informal, or (iii) assigned or transferred to any company or person other than the Exhibitor to whom those Priority Points were granted. If a company is sold, merged or change of ownership takes place, all points are forfeited, and the newly formed company will be considered a new exhibitor and a new “request to participate” form must be submitted. If there is a proven prior relationship every reasonable effort will be taken to provide placement in the upcoming convention, space permitting.

Priority Points do not establish a right by any Exhibitor to participate in any SCI function or Convention, and failure to adhere to all SCI Convention Policies may result in the forfeiture of Priority Points.

Priority Points are granted as follows:

- One (1) Priority Point is granted for every \$1,000 of net revenue realized from the auction of a donated product, service or experience. Should that net revenue fall below \$1000 per 10x10 booth space, SCI reserves the right to bill the remaining balance.
- One (1) Priority Point is granted per 10x10 booth or booth equivalent of 100 square feet of contracted booth space.
- One (1) Priority Point is granted for every \$1,000 cash donation.
- One (1) Priority Point is granted for every \$1,000 in value of Special Donations and Sweepstakes / Raffle Program Donations<sup>1</sup>, with such value calculated as 65% of the value of such donation agreed upon by donor and SCI.\*\*

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<sup>1</sup> SCI typically conducts “sweepstakes” rather than “raffles”, given the varying regulation by state regarding raffles, as used herein “Sweepstakes / Raffle Program Donations” will be defined to apply to the relevant program.

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- Five (5) anniversary points to be awarded after the fifth consecutive year of convention attendance. One (1) Priority Point annually for each consecutive year of Convention attendance. For a maximum of 5 points for every 5-year period.
- One (1) Priority Point for every \$2,000 paid to SCI for advertising in SCI publications. These points are ONLY granted in conjunction with a currently ranked and exhibiting participant.
- One (1) Priority Point for each piece of aisle décor, taxidermy, or diorama provided by an Exhibitor, up to a maximum of three Priority Points WHEN APPROVED BY SHOW MANAGEMENT IN WRITING. (see Show Décor Guidelines for further explanation).
- Priority Points for items donated not meeting the above criteria may be awarded at the discretion of SCI.
- Any movement, early placement or point allocation is up the discretion of SCI and confidential between SCI and the exhibiting party.

## ADDITIONAL AUCTION ITEM DONATIONS

In the event contracted exhibitors donate items to an event held during the convention such as Beretta Gala, Sables, Veterans, HAF etc. The following rules are to be followed for the exhibitor to attain points for exhibitor donations.

1. The Exhibitor must be contracted and exhibit in the same convention year as their donation. All previously stated priority-point rules and regulations apply.
2. All SCI/General Auction Fund exhibitor donation requirements (per booth contract) must be satisfied for any additional donation to receive points.
3. The donation for SCI/General Auction Fund must be of equal or greater value to that of the donation for any supplemental event, i.e., Beretta Gala, Sables Luncheon, Veterans, HAF, etc., in order to receive priority points for additional auction donations.
4. Points will be awarded based on auction net revenue of 1 point per \$1000 of net revenue.

\*\*Established auction valuations ("EAV's") may be listed by SCI in addition to donor-proposed valuations if donated items or hunts from an Exhibitor consistently sell for less than 40% of Exhibitor-proposed valuations over a period of the immediately preceding three years. Any such EAV is not intended to reflect on the actual value of these "one and

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only” purchases, rather, such are used to more fairly ascribe Priority Points to all Exhibitors.

To retain Priority Points, an Exhibitor must be an SCI Member and renew his or her membership on an annual basis.

## **MANDATORY CONVENTION ATTENDANCE POLICY-POINT & RANK RETENTION**

### **PLEASE READ CAREFULLY**

All ranked exhibitors who are currently holding space on the show floor may miss only ONE (1) convention and maintain priority points by applying the following payment option: Payment of 1 (10x10) booth at full price and payment of 1 full cash donation payment per the current policy based on a 10x10 booth. This payment is required within FIVE (5) business days of cancellation\* and is subject to review by the convention committee. This option is only available at the time of cancellation and can be exercised only once. \*All booth cancellation forfeiture policies still apply and will be added to the final amount due.

If the ranked exhibitor cancels their booth or does not participate in the payment option listed above the exhibitor will forfeit all priority points and rank and must re-apply as a new exhibitor for placement in subsequent conventions.

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## Show Décor Guidelines

Exhibitors may provide up to three life-size dioramas, as approved by SCI in advance, of life-size wildlife mounted on a base with a habitat, for display at the Convention at key locations; provided, that at least one such diorama is of a North American species. All costs and expenses of transportation, set up, and removal of such dioramas shall be borne by the Exhibitor. Dioramas may not be set up until all Exhibitors booths have been set up, and must be removed prior to tear down of Exhibitor booths. Show Management will coordinate setup and tear down with Exhibitors on diorama location and time at the Convention.

SCI will provide reasonable assistance to Exhibitors with respect to the placement of dioramas, including with respect to lighting, if approved by SCI in advance. SCI will also provide for each diorama a sign no larger than 11" by 14", rope, stanchion, and security as described in the Exhibitor Contract.

The indemnification and hold harmless elsewhere in these SCI Convention Policies and the Exhibitor Contract extend to cover Exhibitors' dioramas. Priority Points granted to Exhibitors in connection with dioramas will be available for placement ranking in the following year.

While Exhibitors are granted Priority Points for up to three approved dioramas, Exhibitors may provide additional dioramas or dioramas subsequent to the submission deadline, as approved in advance by SCI; however, such additional dioramas may be eligible for Priority Points. All additional décor and associated points are subject to show management approval.

Any décor not approved in advance of display by SCI, or located in a location not approved in advance by SCI will be removed from the Convention at the sole cost and expense of the Exhibitor.

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## Exhibitor Hold Harmless & Litigation Disclaimer

Exhibitor expressly assumes the entire responsibility and liability for losses, damages and claims arising out of Exhibitor's acts, activities and omissions at the Convention, and those of any Affiliate Exhibitor (as defined herein), individuals present at the Convention on behalf of or by invitation of Exhibitor and individuals or entities acting on behalf of or at the direction of Exhibitor ("Exhibitor Parties"), and agrees to indemnify, defend and hold harmless SCI, the Convention location facility, and their respective owners, managers, officers, governing boards, members, agents, servants, employees, and other representatives (collectively, "Indemnitees") from and against any and all claims, charges, demands, liabilities, losses, expenses or damages (each, a "Claim") arising out of or in connection with the Convention, including attorneys' fees and litigation costs and expenses, if any.

None of the Indemnitees shall be responsible or liable for any loss, damage or claim arising, directly or indirectly, from the acts, activities and/or omissions of the Exhibitor Parties, including the occupancy and/or use of the booth(s), whether at the Convention or in connection therewith.

If any action or claim is made against SCI by any individual, entity or state, local, federal, or foreign political body for any matter whatsoever arising from use or occupancy of Exhibitor's booth or any transaction with Exhibitor or any other party doing business within the booth, Exhibitor shall promptly pay any costs incurred by SCI or another Indemnitee for any such Claim. Exhibitor is solely responsible and liable for all transactions and persons working out of Exhibitor's booth and any business transaction conducted outside of such booth in violation of SCI Convention Policies.

Any dispute or disagreement between the parties with respect to SCI Convention Policies, the allotment of or permitted use of booth space, or any other interpretation of SCI Convention Policies, shall be exclusively resolved in good faith by SCI. The parties agree that in the event of a dispute between the parties for any reason, or in the event of a default by either party of the Exhibitor Contract, including nonpayment thereunder, or in the event of an action involving the interpretation of the Exhibitor Contract, the parties shall be bound by the laws of, and submit to the exclusive jurisdiction and venue of the courts of, the State of Arizona, acknowledging that the Exhibitor Contract, which incorporates these SCI Convention Policies by reference, was entered into and accepted in Tucson, Pima County, Arizona. In the event suit is filed to enforce the provisions of the Exhibitor Contract, the

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prevailing party will be entitled to collect litigation expenses, costs and reasonable attorneys' fees from the other party.

SCI will have no business or contractual dealings with any person or company (member or non-member) who is engaged in litigation naming or involving SCI or SCIF or any of its Directors, Officers or employees.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Auction Buyer Policy & Patron Status

### **AUCTIONS - Donations and Bidders/Buyers:**

SCI and SCIF offer donated hunts and items to SCI Members and guests at official SCI and/or SCIF events through live auctions, silent auctions and Sweepstakes / Raffle events. SCI's policy for hunts or items acquired by SCI Members is as follows:

1. SCI offers goods and services including hunts for bid during live and silent auctions or for raffle. All items are transferred as-is. Valuations are provided by donors and all descriptions are based on information provided by third parties and SCI shall in no event be held responsible for their accuracy. SCI does not make implied or expressed warranties or representation of any kind, nor does SCI deem to have made any representation or warranty of the description, genuineness, attribution, provenance or condition of any item. No statement in the SCI publications, catalogs or brochures or in the bill of sale or invoice or elsewhere shall be deemed such a warranty, representation or assumption of liability by SCI. Any written warranties with respect to the items purchased are those solely and expressly supplied by the manufacturer or donor of that item or hunt. Although third parties sometimes provide appraisals with items such as jewelry, SCI does not verify or warrant their accuracy or origin. Appraisals are the result of subjective valuations, and, estimates of value and quality can vary markedly between competent and reliable appraisers. The provision of an appraisal does not represent a guarantee of value. Furthermore, any written or visual presentation done or offered by third parties does not necessarily reflect the opinion or attitude of SCI.
2. After bidding for an item offered during a live auction concludes and the auctioneer designates a winning bidder, the designated winner (buyer), if present, must immediately agree to a Buyer's Agreement. If the designated winning bidder bid online, the buyer will have been deemed to agree to the Buyer's Agreement by agreeing to abide and be bound by SCI's auction or other policies during the online auction registration process and subsequently bidding or paying for the item. Buyer's Agreements for silent auctions conducted online will also be deemed to have been executed when the designated winner agrees to be bound by SCI's auction or other policies during the online auction registration process and subsequently bids or pays for an item. For silent auctions not conducted

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electronically, the Silent Auction Bid Sheet is considered the Buyer's Agreement to purchase the indicated item. All signatures on Buyer's Agreements, Silent Auction Bid Sheets and Silent Auction Sealed Bid Forms, and indications that the buyer accepts SCI's policies for online purchases, are legal and binding. SCI is not party to and will not recognize changes, additions or deletions to any auction description agreed to by the buyer and donor.

3. All auctions are final and there will be no exchanges or refunds on items, hunts or experiences. SCI and/or SCIF do not guarantee the satisfaction of any participating party. All winning bidders of hunts and/or experiences must contact the applicable donor directly to make all necessary arrangements for dates and any necessary paperwork for licenses and /or permits. Failure to make necessary arrangements may constitute forfeiture. Any disputes relating to the items, experiences or hunts shall be resolved solely between the donor and the winning bidder.
4. If a winning bidder fails to pay for any item prior to the close of the Convention, SCI and/or SCIF reserve the right to pursue all legal remedies available, and SCI reserves the right to suspend or revoke the winning bidder's SCI Membership.
5. Although SCI and SCIF encourage donors to list all extra and ancillary expenses not included in donated hunt, travel, experiences, service and other items, the list of expenses in auction item descriptions should not be considered exhaustive or definitive, and SCI and SCIF will not be held responsible for the completeness or accuracy of such descriptions. The amounts of additional expenses listed in auction item descriptions are approximations and are subject to change without notice. Bidders should contact applicable donors before bidding in order to determine any additional or updated information relevant to the bidder's decision to bid on an item.
6. Winning bidders are responsible for all applicable taxes, fees, or assessments associated with items won. Some hunts are subject to VAT and GST tax liabilities. Often these taxes are due and payable before a hunt can be taken. Other items may be subject to sales or transaction privilege taxes, or other excise. SCI and SCIF do not assume responsibility for these taxes or fees, nor does SCI or SCIF advise any party with respect to any taxes or fees. Please verify amounts with donors and check with the local government where a hunt is to be taken to validate tax rates.
7. If SCI or SCIF is required to collect and/or remit any taxes from the winner based on an auction or sweepstakes/raffle program it conducts, it will do so and notify the winner prior to releasing the prize and the remittance of such taxes by the winner will be a condition to receiving the prize.



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8. All terms and conditions set forth in the Auction Hunt Policy and the Auction Program and Online Bidding Rules and Regulations are applicable to the purchase of items at auction or through sweepstakes/raffle programs and such terms and conditions are incorporated herein by reference.

## **PATRONS:**

Members who spend \$25,000 or more for auction purchases at a single Convention will become "patrons" for the two succeeding Conventions. Qualifying purchases toward patrons status are only those from SCI or SCIF auctions during Convention and are only those of the applicable SCI Member, and do not include purchases by any other person, including those of the SCI Member's spouse or other family member(s).

Patrons, along with one guest, are granted access to SCI's exclusive Patrons Lounge during the Convention.

Patron status is granted following the close of the Convention at which the qualifying spend is made and is for the immediately succeeding two Conventions. Patrons who do not purchase at the required level during one of the next two succeeding years will have Patron status lapse.

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## Auction Hunt Policy

SCI and/or SCIF accepts donations of hunts and hunt packages and offers these hunts to SCI Members and their guests at official SCI and/or SCIF events through live auctions, silent auctions and sweepstakes / raffle programs. SCI's policy on hunts or hunt packages acquired by SCI Members ("purchaser") at auction or through a sweepstakes / raffle program is as follows:

1. All donors must provide notice on the Hunt/Fishing Donor Form of the number of days of the hunt duration agreed upon in the donations along with the opportunity to hunt all species indicated in the donations. Hunt donations include any and all ancillary items or services as indicated in the donor contribution form and confirmed with the purchaser in the form of the SCI and/or SCIF auction sales receipt and Buyer's Agreement.
2. SCI and/or SCIF do not guarantee or warrant that a trophy animal or any animal will be taken during the period of the hunt. Locating or taking an animal of trophy quality or otherwise is not a condition of acceptance by the purchaser for the purchased hunt.
3. The donor must honor all hunt donations in a draw area until the purchaser is successful in the draw process. The purchaser of such hunts must apply for the draw annually until successful. The donor may limit the hunt donation to be applicable for a maximum number of years for which the purchaser may be successful in the draw process, and SCI and/or SCIF recommend such maximum be no less than three consecutive years. SCI and/or SCIF will not release the donor's portion of the auction purchase price, if any, until the Convention Committee of SCI has received written proof of a successful draw. If SCI or SCIF refunds a purchaser because purchaser could not draw a tag, the donor will forfeit the Priority Points earned for the donated hunt, unless the donor makes an equivalent cash donation upon notification of SCI or SCIF's refund to the purchaser.
4. All sales are final and there will be no exchanges or refunds on hunts, except as provided in the immediately preceding provision relating to inability to draw. SCI and/or SCIF make reasonable efforts to ensure the quality of donated hunts. However, SCI and/or SCIF do not guarantee the satisfaction of the donor or the purchaser in any case. It is the purchaser's responsibility to contact the hunt donor immediately and make all necessary arrangements for dates and the application for any necessary paperwork for licenses and /or permits. Failure to make necessary arrangements may constitute forfeiture.

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5. SCI will accept a maximum of two hunts from established donors for sale at auction in any one year; hunts may not be identical or for the same trophies. New donors may only submit one donation their first year and until such time as a positive hunt report from an auction purchaser has been received and reviewed by the Convention Committee of SCI.
6. All of the terms and conditions set forth in the Auction Program and Online Bidding Rules and Regulations are applicable to members purchasing hunts or hunt packages at auction or through sweepstakes / raffle and such terms and conditions are incorporated herein by reference.
7. Acceptance of a hunt or hunt package from a donor by SCI and/or SCIF do not constitute an express or implied agreement to accept the donation for a future Convention.
8. In submitting a hunt or hunt package for auction, the donor attests that it and its principals have never been convicted or charged of a felony or a misdemeanor or has reason to believe that they are currently under investigation, for any state, tribal, province or federal wildlife violation in any nation. If there has been such conviction, investigation or adjudication, the donor is required to immediately present the facts and documentation acceptable to SCI and/or SCIF for review. The donor further agrees that in providing its goods or services to the purchaser, it will comply with the SCI Bylaws and Code of Ethics. The donor also attests that it, or any third parties it employs or with which it contracts for the donated hunt, has the appropriate or necessary licenses or rights to lawfully offer its products or services or to conduct its business and that all information provided is true or to the best of its knowledge.
9. SCI reserves the right, at any time and for any reason or for no reason, to reject a donation and to require the donor to fulfil the Exhibitor Contract by other means including cash donation when requested. Show management may limit the amount of donations from any category. SCI shall not be liable for any loss, damage or expense claimed to have been suffered by donor as a result of such rejection.

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## Auction Program and Online Bidding Rules & Regulations

**SCI Donations - No Charitable Deduction:** Items donated to SCI and amounts paid to SCI as part of the auction do not qualify as charitable deductions. SCI is not a qualified charitable organization.

No portion of any SCI auction purchase is eligible for a tax deduction unless it is an auction item (not a raffle item) sold for the benefit of SCI Foundation, which is a qualified charitable organization, and which is sold in excess of fair market value.

The purchase of sweepstakes/raffle tickets are not eligible for a charitable deduction in any circumstance.

All auction items are donated to SCI (not SCI Foundation) by SCI Exhibitors unless otherwise noted in the item description. These Auction Program and Online Bidding Rules and Regulations apply to auctions and sweepstakes/raffles conducted for the benefit of SCI and SCI Foundation, as applicable.

### **AUCTION BIDDING PROCEDURES AND CONDITIONS OF SALE:**

1. A bidder or bidder's representative (designated individual must have written, notarized authorization from bidder stating maximum bidding price for each of the items of interest) must be registered and present during the auction to be eligible to bid. A person who bids on behalf of another person or group will be ultimately held responsible for payment in its entirety. SCI will restrict or refuse access to auctions to those who have an outstanding balance due or past due to SCI or SCIF for any reason. A person registered and bidding through the official SCI online auction will be considered to be registered and present for the auction.
2. All items auctioned (whether goods or services) have been acquired or obtained by SCI from third parties. The purchaser acknowledges that the items have not been inspected by SCI and that the purchaser is advised, in the case of firearms, knives, bows, bullets or other hunting equipment, to secure a competent inspection and test of the goods before use. No services auctioned are to or will be performed by SCI.
3. By making a purchase, the purchaser waives any claim for liability against SCI or the donor of any property or service, and neither SCI nor the donor is responsible for any personal injuries or damages to property that may result from the utilization of any

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property or services sold. If any action or claim is made against SCI by an individual, entity, or state, local, federal, foreign or political body for any matter whatsoever arising from the use of the auctioned items, or any actions or parties conducting business with respect to the auctioned items, the donor and/or purchaser will pay SCI's attorneys' fees and costs and will hold SCI harmless from any judgment thereon.

4. The auction and purchases made at the auction shall be governed in all respects, whether as to validity, construction, capacity, performance, or otherwise, by the laws of the State of Arizona, except as preempted by federal law and that venue for any and all actions, including litigation, mediation and/or arbitration, shall be in Pima County, Arizona. In the event of any dispute or action arising out of or related to the auction, the affected parties agree to first submit the matter to mediation prior to pursuing litigation.
5. If during a live auction, a final bid for an item is erroneously taken from two bidders, the bidding on that item shall be closed to all parties other than the two affected bidders. The high bidder acknowledged by the auctioneer shall be the purchaser; the auctioneer shall have the sole and final discretion to determine the successful bidder in any auction. At each live auction, there will be designated bid spotters in the audience, and it is the responsibility of the bidder to direct bids to the nearest spotter. The auctioneers and spotters will use their best efforts to acknowledge all desired bids, but SCI is not responsible for any missed bids or bids that fail to be executed.
6. All auction items purchased at any auction other than the Saturday Night Auction must be paid for in full before close of show on Saturday, the last day of the Convention. Auction items purchased at the Saturday Night Auction must be paid for before the official close of the Saturday Night Auction. Arrangements for the removal of all items must be completed before the close of the Saturday Night Auction. Successful bidders may, during or immediately following the auction, present their copy of the Buyer's Agreement to the Auction Payment Counter, where they may pay by cash, check or credit card. Checks should be completed to SCI- First for Hunters (SCI) and must be drawn on a U.S. bank and in U.S. dollars. Visa, MasterCard, Diner's Card, Discover and American Express are accepted. Items purchased through an online auction will be shipped by the online shipping representative and fees are the responsibility of the purchaser. Any auction items that have not been paid for by the close of the Saturday Night Auction may be subject to a 10% surcharge, which will be added to the winning bid and this total will then become the purchase price. Any items not removed by the close of the Convention will be deposited with a third-party shipper. Shipping arrangements and costs will be the responsibility of the purchaser in every case. Any bidder/purchaser who leaves

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his/her purchases at the Convention does so at his/her own risk. SCI is not responsible for any item not removed from the Convention by the winning bidder/purchaser.

7. If you are unable to attend one or more live auctions in person and wish to place bids for live auction items, you may submit a bid online by establishing an account and providing payment information through our third-party online auction representative. One of our representatives will then try to purchase your items of choice at the lowest price but never for more than the top amount you indicate. To place an absentee bid online, you will need to provide in advance a pre-approved credit card or other method of payment, bank reference, item to bid on and maximum bidding price that is acceptable to SCI. An absentee online bidder must be a member of SCI and additionally pay the daily Convention registration fee for the day of the auction of the items to be bid on. Bids submitted online, prior to a live auction, are absentee bids that must be executed on the bidders' behalf by an SCI representative and recognized and accepted by an auctioneer during the live auction. Neither SCI, nor its employees or agents, will be held responsible for bids that fail to be executed or accepted.
8. Silent auction items will be showcased daily at the silent auction location for open bidding to all SCI Members in attendance. All open bidding, legibly written (including name, membership number and bid) will be accepted on bid boards until thirty minutes before the close of each silent auction (annual closing times will be posted in the annual day auction guide and on signage at the silent auction location). At that time, the highest bid from the bid boards will be highlighted. During the final thirty minutes of bidding in the silent auction, bids shall be submitted on a sealed bid form and dropped into a drop box located in the silent auction area. Sealed bid times will be posted and announced during the auction. The winning bid will be determined at the end of the thirty-minute sealed-bid period. Illegible bids, and those without complete information will be excluded. The highest bid is determined from a combination of open written bids and sealed bids for each item. If a sealed bid is higher than the last open bid, that becomes the winning bid. If two sealed bids are for the same amount, the winning bid is determined by the time of bid. All sealed bids are available for review in the auction distribution room after the final winning bids have been posted. Sealed bid instructions are posted on the bid boards and on signs in the silent auction location. Winning bids from the previous day's silent auction will be posted each morning at 9:00 a.m. beginning on the second Convention Day in the silent auction location, and at the auction payment counter and the auction distribution room. On the last Convention Day, winning bids will be posted at 4:00 p.m. and all final payments must be made prior to the close of the Convention.

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The silent auction contains displays of large place cards on the tables with the bid boards explaining the sealed bid period. The explanation of the procedure is in large print and readily displayed. All silent auction staff explain the process to bidders throughout the day for submitting sealed bids. All silent auction staff announce the process so all attendees looking at the items can be aware. The silent auction staff shows the attendees the forms and hands them out, explaining this process.

SCI reserves the right to close silent auction items on a buy-it-now basis. Items offered on a buy-it-now basis will be offered for sale during silent auctions under normal silent auction procedures, with the added rule that attendees may purchase the item for an established price at any time during bidding hours for the auction in which the item is offered unless bids have surpassed the buy-it-now price. Signs advising attendees of buy-it-now availability and buy-it-now price will be affixed to, or displayed near, all items offered on a buy-it-now basis. Attendees wishing to buy such an item for its posted buy-it-now price may inform a member of the silent auction staff of the attendee's intent and a member of the silent auction staff will assist the attendee in completing the purchase. Once an attendee has signaled his/her intent to purchase a buy-it-now item for its advertised buy-it-now price to a member of the silent auction staff, the item will no longer be available for bidding and will be considered sold unless and until the transaction cannot be completed. If the transaction is not completed, the item will be returned to the silent auction area, bidding will resume on that item on its original bid board, and bids entered on that bid board prior to the aborted transaction will be honored by SCI.

9. Items may be removed from the auction distribution room only by presenting a claim check, which is issued to the purchaser at the time of payment. Auction items may be picked up in the auction distribution room following each auction. On-site shipping will be available for purchase.
10. To protect our hunt donors, SCI reserves the right to withdraw any donated hunt from the auction that does not receive a bid of at least 50% of its stated value. If the Convention Committee and/or the auctioneer determines that it is necessary or in SCI's best interest, the hunt may be offered to the last highest bidder at 50% of its stated value before determining that a withdrawal is necessary. If the last highest bidder rejects the offer, the hunt may be considered a no sale and withdrawn and may be resold later. All hunt values are printed in the auction catalog and verified from donor price lists. The auctioneer shall have the sole and final discretion to determine the sale of a donated hunt.
11. All firearm (excluding some types of muzzleloaders and bows) purchases made during the Convention will be subject to the Brady Handgun Violence Prevention Act of 1993. After the close of the Convention, all firearms purchased at an SCI auction

# SCI Annual Hunters' SCI Convention Policies and Procedures

or won in an SCI raffle will be returned to the SCI Tucson, Arizona offices and shipped to the purchaser's federally licensed dealer of choice. It will be necessary for the purchaser to provide SCI with an original signed copy of the dealer's or their own federal firearm license and a copy of the paid auction statement before shipment can be made. All shipping costs are the responsibility of the purchaser.

12. SCI has been advised that donated "worked" ivory may be sold at its auctions, if certain conditions apply. "Worked" ivory must not have been imported under any permit that prohibits the sale of that ivory. Most hunting trophies have come into the U.S. under permits that prohibit sale and cannot be sold. Prospective buyers of ivory should consult local law to ensure that imported possession of ivory is allowed.
13. The terms and conditions set forth in the Auction Buyer Policy and the Auction Hunt Policy are hereby incorporated herein by reference.

The purchaser's acceptance of the Buyer's Agreement, online terms and conditions, Silent Auction Bid Sheet, or Silent Auction Sealed Bid Form signifies and guarantees that the purchaser has read and understands the applicable auction policies and procedures and agrees to abide by them in full.



# SCI Annual Hunters' SCI Convention Policies and Procedures

## Convention Donation Policy

SCI accepts donations from Exhibitors pursuant to the Exhibitor Contract for use at the Convention for auction or other revenue-producing activities. Donation categories include tangible items, services, hunts or other experience packages; all such donations are subject to review and approval by SCI. As part of our commitment to promoting wildlife conservation and the hunting community, *exhibitors are **required*** as part of their booth obligation/donation to provide a product, service, or experience that has a net value of \$1,500.00 for each 10x10 booth space occupied. Alternatively, exhibitors may opt for a cash donation of \$1,500.00 per booth space. These items will be held and reflected in the General Auction Fund.

SCI shall not be liable to Exhibitor for any loss, damage or expense of any nature claimed to have been suffered by Exhibitor. SCI reserves the right to use an approved donation in whatever way deemed most beneficial to SCI by the Convention Committee or Show Management. Items offered for donation must be described on a Hunt/Fishing Donor Form, Non-Hunt Donor Form or Firearm Donor Form and submitted to SCI by the applicable due date.

A representative from the donor of an auction item of hunts, tangible items and services will be available on-site in the Exhibitor's booth space to discuss details about hunts, tangible items and services before attendees bid at auction.

Evening Banquet Auctions: The evening banquet auctions are held in conjunction with SCI's finest dinner and programming events. The amount of recognition and promotion that a donor receives on either of these nights is considerably more than during the other auctions. The additional benefits include the largest number of qualified auction participants in attendance, direct mail promotion, full color Evening Auction Guide exposure, and placement with only a limited number of exclusive items available at the time of sale. The donor may also be identified in "Featured Hunts", "Hunts of SCI," "The Guns of SCI" and/or the "Art of SCI," which appear throughout the year in Safari Magazine and Safari Times. As such, items qualifying for evening auctions are preferably 100% donations to SCI, and all donations considered for evening banquet auctions have been deemed by SCI to be the most desirable to attendees. Pre determined donation rebates must be submitted and approved by show management prior to acceptance of donation. Any auction donation that involves more than one contracted exhibitor must include a pre determined percentage split of net value. "100% donations" as used herein means that 100% of the proceeds of the auctioned item are paid to SCI, with no portion being paid to the donor.

# SCI Annual Hunters' SCI Convention Policies and Procedures

Donation Benefits: The following additional benefits are available to those Exhibitors submitting a donation to SCI:

- Six complimentary drink tickets for each contracted Exhibitor with a total donor value greater than \$2,000 for hunt or tangible donations. Drink tickets can be redeemed at any SCI bar during the Convention.
- 2 complimentary evening tickets for evening events in which exhibitors are featured in the evening auction.
- One complimentary four-day guest badge for each contracted Exhibitor with a total donor value between \$2,000 and \$7,499, or two complimentary guest badges with a total donor value of \$7500 or more.
- Exhibitors submitting donations that net SCI \$25,000 or more of revenue may be reimbursed for up to seven nights for one hotel room, at an SCI block hotel upon submission of a hotel folio, up to a maximum of \$1,750.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Auction Non-Hunt, Original Artwork and Jewelry Donation Regulations

### **Non-Hunts**

Non-Hunt items may be submitted from Exhibitors as part of the Exhibitor Contract. For an item or service to be accepted for auction it must align with the product and/or service within the normal business domain of the contracted Exhibitor. Tangible items for auction must be new products from contracted Exhibitors. SCI and/or SCIF do not accept estate or resale items. Occasionally, an appraised antique or restored firearm will be accepted on a case-by-case basis at SCI's sole discretion. No individual item valued at less than \$250 will be accepted. Show management may limit the amount of donations from any category.

### **Original Artwork**

SCI reserves the right to establish estimated ranges for all non-hunt donations, specifically original artwork (including all mediums of brush and sculpture), rather than listing the submitted donor's valuation. It is understood that original artwork, unlike hunt donations with published price lists, is a somewhat subjective purchase and it is difficult to establish accurate values. Donors of original artwork are required to submit biographies, current brochures with prices listed, and the last five available sales of like pieces as a history from the artist or artist's galleries that SCI will consider when establishing the estimated ranges to be used in SCI's publications. Show management may limit the amount of donations from any category.

### **Jewelry**

In order to create confidence from purchasers, each jewelry donation valued over \$20,000 that is not a one-of-a kind piece of wildlife art must be submitted with an independent appraisal. This requirement applies to manufactured or mass-produced jewelry or castings that are not handmade by the jeweler/Exhibitor. If the Exhibitor cannot supply an adequate independent appraisal from a qualified gemologist acceptable to SCI, then it may be necessary for the jewelry to be sent to SCI to allow SCI to conduct its own independent appraisal prior to acceptance and inclusion in auction. Show management may limit the amount of donations from any category. As part of our commitment to

# SCI Annual Hunters' SCI Convention Policies and Procedures

promoting wildlife conservation and the hunting community, *exhibitors are **required*** as part of their booth obligation/donation to provide a product, service, or experience that has a net value of \$1,500.00 for each 10x10 booth space occupied. Alternatively, exhibitors may opt for a cash donation of \$1,500.00 per booth space. These items will be held and reflected in the General Auction Fund.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Fish / Hunt Donations Policy

### **A. Big Game Hunts**

#### **United States**

1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
2. There is no minimum number of hunting days, but lengths of donated hunts must be consistent with those of hunts for regular clients.
3. There are no minimum numbers of hunters or non-hunters.
4. Daily rates and guide service must be included.
5. Accommodations and meals during the hunt must be included.
6. All trophy handling and processing costs, including shipping, must be clearly noted and costs estimated.
7. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
10. All hunts must be approved by the Convention Committee for sale at auction.

#### **Canada and Mexico**

1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
2. There is no minimum number of hunting days, but lengths of donated hunts must be consistent with those of hunts for regular clients.
3. If only one hunter is included, donation must also include at least one non-hunter.
4. Daily rates and guide service must be included.

# SCI Annual Hunters' SCI Convention Policies and Procedures

5. Accommodations and meals during the hunt must be included.
6. All trophy handling and processing costs, including shipping, must be clearly noted and costs estimated.
7. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
10. All hunts must be approved by the Convention Committee for sale at auction.

## **Africa**

1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
2. Donation must include at least seven days of hunting, not including travel days.
3. If only one hunter is included, donation must also include at least one non-hunter.
4. Daily rates and guide service must be included.
5. Accommodations and meals during the hunt must be included.
6. All trophy handling and processing costs, including shipping and fees, must be clearly noted and costs estimated.
7. Any costs incurred by the purchaser not included in the donation must be clearly noted and estimated.
8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
10. All hunts must be approved by the Convention Committee for sale at auction.

## **South Africa and Namibia**

1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.

# SCI Annual Hunters' SCI Convention Policies and Procedures

2. Donation must include at least five days of hunting, not including travel days.
3. If only one hunter is included, donation must also include at least one non-hunter.
4. Daily rates and guide service must be included.
5. Accommodations and meals during the hunt must be included.
6. All trophy handling and processing costs, including shipping and fees, must be clearly noted and costs estimated.
7. Any costs incurred by the purchaser not included in the donation must be clearly noted and estimated.
8. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
9. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
10. All hunts must be approved by the Convention Committee for sale at auction.
11. All South African and Namibian hunts must include a minimum of \$3,000 in trophy fees (not including government fees) for each hunter for animals taken. All trophy fees must be consistent with those for all regular clients.
12. To be considered for sale at live auction, a hunt must include trophy fees for one dangerous game species or a minimum of trophy fees for at least six species listed in Appendix A for each hunter.

## **All Other Locations**

1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
2. Donation must include at least five days of hunting, not including travel days. Spanish hunts may be donated with the provision that the hunt for each species ends if three reasonable chances are missed or passed over.
3. If only one hunter is included, donation must also include at least one non-hunter.
4. Daily rates and guide service must be included.
5. Trophy fees, medal surcharge fees, and license fees must be included.
6. Accommodations and meals during the hunt must be included.

# SCI Annual Hunters' SCI Convention Policies and Procedures

7. All trophy handling and processing costs, including shipping and fees, must be clearly noted and estimated.
8. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
9. A current price list, a current brochure, and a recent hunting photo (for promotional use) must be submitted with the donation.
10. Trophy fees and donor's valuation of hunt must be consistent with fair market values.
11. All hunts must be approved by the Convention Committee for sale at auction.

## **Wing/Bird Hunts**

1. All hunt transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
2. Donation must include at least five days of hunting, not including travel days.
3. If only one hunter is included, donation must include at least one non-hunter.
4. Daily rates must be included.
5. Accommodations and meals during the hunt must be included.
6. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
7. To be sold at live auction, donation must include fifteen field days (one field day is one hunter in the field for one day; three hunters in the field for one day is three field days).
8. All hunts must be approved by the Convention Committee for sale at auction.

## **Fishing Trip Donations**

### North America

1. All transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
2. Donation must include at least three days of fishing, not including travel days.
3. If only one angler is included, donation must include at least one non-angler.



# SCI Annual Hunters' SCI Convention Policies and Procedures

4. Daily rates must be included.
5. Accommodations and meals during the trip must be included.
6. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
7. All fishing trips must be approved by the Convention Committee for sale at auction.

## All Other Locations

1. All transportation arrangements, including pick up and drop off, must be consistent with transportation arrangements for all regular clients.
2. Donation must include at least five days of fishing, not including travel days.
3. If only one angler is included, donation must include at least one non-angler.
4. Daily rates must be included.
5. Accommodations and meals during the trip must be included.
6. Any costs incurred by the purchaser not included in the donation must be clearly noted and costs estimated.
7. All fishing trips must be approved by the Convention Committee for sale at auction.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Appendix A – Donation Policy

### Big Game Species Accepted in Southern African Hunt Donations

- African Wild Cat
- Aoudad (Barbary Sheep)
- Blesbok
- Blesbok, White
- Bontebok
- Bushbuck, Cape
- Bushbuck, Limpopo
- Bushbuck, Chobe
- Bushpig
- Cape Buffalo
- Caracal
- Civet, African
- Crocodile, Nile
- Dik-dik, Damara
- Duiker, Natal Red
- Duiker, Southern Bush
- Duiker, Blue
- Eland, Cape
- Eland, Livingstone
- Elephant, African
- Gemsbok
- Gemsbok, Golden Kalahari
- Giraffe
- Grysbok, Cape
- Grysbok, Sharpe
- Hartebeest, Cape or Red
- Hartebeest, Lichtenstein
- Honey Badger
- Hippopotamus
- Impala, Southern
- Klipspringer
- Kudu, Eastern Cape Greater
- Kudu, Southern Greater
- Lechwe, Common
- Lechwe, Red
- Lechwe, Black
- Lechwe, Kafue Flats
- Leopard, African
- Nyala, Common
- Oribi, Southern
- Oribi, Central
- Reedbuck, Common
- Reedbuck, Southern Mountain
- Rhinoceros, Southern White
- Rhionoceros, Black
- Roan, Southern
- Sable, Common
- Serval
- Springbok, Black
- Springbok, Copper
- Springbok, Kalahari
- Springbok, South African
- Steenbok
- Suni, Livingstone
- Tsessebe
- Vaal Rhebok
- Warthog
- Waterbuck, Common or Ringed
- Waterbuck, Crawshay Defassa
- Wildebeest, Black
- Wildebeest, Blue
- Zebra

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Convention Show Floor & Event Disclaimer Policy

SCI DOES NOT WARRANT, GUARANTEE, OR MAKE ANY REPRESENTATION REGARDING THE AVAILABILITY, ACCURACY, COMPLETENESS, FITNESS, RELIABILITY, OR SUITABILITY OF ANY GOODS, SERVICES, PRODUCTS, TRAVEL, HUNTING TRIPS OR OTHER TRIPS PROVIDED BY EXHIBITORS OR VENDORS TO ATTENDEES OF ANY SCI FUNCTION.

Through the SCI Convention you can make purchases from exhibiting companies which operate outside of SCI. Exhibitors at SCI's Convention are independent entities and, as such, do not represent SCI. Claims they make and opinions they express do not necessarily represent the viewpoint of SCI. Any reliance you place on information provided by Exhibitors is strictly at your own risk.

In no event will SCI be liable for any loss or damage including without limitation, indirect or consequential loss or damage, or any loss or damage whatsoever arising from loss out of, or in connection with, the sales, contracts or agreements made with Exhibitors in connection with your attendance at the SCI Convention.

SCI makes every effort to make available on the Show Floor Exhibitors that offer the quality products, goods, services and hunting trips that our attendees request. SCI has no control over the business arrangements of those companies participating as Exhibitors. The inclusion of companies as Exhibitors in the SCI Convention does not necessarily imply a recommendation or an endorsement of them.

IN CONSIDERATION OF BEING PERMITTED TO PARTICIPATE IN THE CONVENTION ON THE CONVENTION FLOOR, EACH ATTENDEE, ON BEHALF OF HIMSELF/HERSELF, ATTENDEE'S SPOUSE, HEIRS, PERSONAL REPRESENTATIVES, EXECUTORS, ADMINISTRATORS, REPRESENTATIVES AND ANY OTHER PERSON CLAIMING ON ATTENDEE'S BEHALF, HEREBY FREELY AND VOLUNTARILY RELEASES AND FOREVER DISCHARGES AND HOLDS HARMLESS SCI, SCI FOUNDATION AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND REPRESENTATIVES, (COLLECTIVELY, THE "RELEASED PARTIES") FROM ANY AND ALL LIABILITY, CLAIMS, DAMAGES, PERSONAL INJURY, PROPERTY DAMAGE, AND DEMANDS OF WHATEVER KIND OF NATURE, EITHER IN LAW OR IN EQUITY, WHICH ARISE FROM PARTICIPATING IN THE CONVENTION ON THE SHOW FLOOR, AND ANY EMERGENCY MEDICAL TREATMENT, FIRST AID TREATMENT OR MEDICAL SERVICE RENDERED IN CONNECTION WITH THE CONVENTION.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Guide & Outfitters Association

### Program Booth Space Rules

Complimentary booth space under the Guide & Outfitters Association Program is regulated by Show Management. Consideration for complimentary space is at the sole discretion of SCI Show Management based on the recommendation of the Guide & Outfitters Liaison/Manager and SCI Advocay Department.

1. One (1) booth (size and set-up may vary) may be given on a complimentary basis to a Convention Committee-approved association at SCI's sole discretion. This program may be discontinued at any time if the space is unavailable due to paid Exhibitor needs, size of exhibit hall, change of venue or for any other event or circumstance that makes the program impracticable.
2. The complimentary booth must be used for the sole purpose of representing association members and is for informational purposes only – selling or soliciting of any kind is strictly prohibited.
3. The complimentary booth will be assigned in the Guide & Outfitters Association area of the Show Floor. If the association chooses to purchase one or more booths on the main Show Floor (subject to availability pursuant to existing selection process), then the complimentary booth may be assigned next to the paid booth. The association shall be responsible for costs of exhibition.
4. The complimentary booth includes up to two (2) Exhibitor badges, the names of which must be submitted by the association before the annual deadline.
5. The complimentary booth must be manned by the association's representatives and used for the agreed upon purpose and may not be used for any purpose by any other business entity or individual.
6. The association is required to comply with all of SCI Convention Policies when using the complimentary booth despite receiving such booth without the obligation of a donation.
7. Attendance at applicable Guide & Outfitters Association meetings on-site at SCI's Convention is required to participate in this program.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Exhibitor Rules & Regulations

All Exhibitors at the Convention are required to comply with all SCI Convention Policies and Procedures, including, but not limited to, the following:

**Deposit:** PLEASE SEE YOUR YEARLY CONTRACT FOR SPECIFIC PAYMENT DATES AND TERMS. SCI reserves the right at any time to cancel a booth contract pursuant to the official SCI booth agreement.

The amount of deposit varies based upon individual payment schedule and booth, the initial 25% deposit is due within 10 days of reservation. Cancellation by Exhibitor or by SCI (due to Exhibitor's failure to adhere to the payment schedule set out in the Exhibitor Contract) prior to October 1st of the applicable year shall result in forfeiture of 50% of the Total Charges (as defined in the Exhibitor Contract) or an obligation by Exhibitor to remit same to SCI upon such cancellation. Cancellation by Exhibitor or SCI (due to Exhibitor's failure to adhere to the payment schedule set out in the Exhibitor Contract) shall result in an obligation by Exhibitor to remit the Total Charges to SCI in full upon such cancellation. No amount of the Total Charges shall be applied to any other amount owed by Exhibitor to SCI pursuant to any other arrangement, agreement, or contract. Any deposits that are not utilized by the next convention year will result in forfeiture of funds. Funds can not be rolled over for more than (1) convention year.

For each 10'x10' (100 sq. ft.) booth space the Exhibitor is REQUIRED to donate an item to SCI for the Convention auction that generates revenue of \$1,500 or more, or to make a cash donation of at least \$1,000. These auction items or cash donation are solely for use in the General SCI fund. This auction donation must be satisfied prior to ANY other auction donations for any other convention events. Please see contract terms, typically all donations are due no later than September 1 prior to the convention year, and all other payments set forth on the Payment Schedule in the amounts detailed in Exhibitor's online Exhibitor Portal are due to SCI no later than October 2 prior to the convention year. A 25% deposit is due within 10 days of booth(s) being placed on reserve. Failure to adhere to payment schedule with required deposit could result in cancellation of booth space.

Exhibitors holding space on the show floor that cancel after the October 1st deadline are required to inform the SCI Exhibits team within five business days. To retain accrued points, payment for a 10x10 booth space, along with the full cash obligation, will be required.

**Contract:** The Exhibitor Contract and attendant payments must be remitted to SCI in accordance with the terms and conditions of the Exhibitor Contract and failure by Exhibitor to do so will result in reserved booths being returned to inventory and available to other Exhibitors. Despite any such return to inventory, Exhibitor shall not be relieved of any obligations or liabilities included in the Exhibitor Contract or these SCI Convention Policies with respect to obligations or liabilities intended to survive such event.

# SCI Annual Hunters' SCI Convention Policies and Procedures

**Representative:** The authorized signer of the Exhibitor Contract shall be the official representative of the Exhibitor for purposes of the Convention and shall have the sole authority to act on behalf of the Exhibitor in all matters relating to the Convention. Such representative must be a full national or international SCI Member in good standing, and be authorized by the Exhibitor to legally bind Exhibitor, in order to enter into the Exhibitor Contract. This representative must also inform SCI of any fundamental changes to ownership, partnership or merger within the exhibiting company. Any fundamental changes as noted may change the agreement and result in the exhibitor being regarded as a "New Exhibitor".

**Badging:** Two Exhibitor badges are included with each booth leased and Exhibitor must provide badge names prior to the Convention commencement. Additional badges must be obtained in accordance with the Convention Access Policy. Badges must be worn at all times and are not transferable nor can they be shared.

**Booth Assignment:** Ultimate configuration and assignment of exhibit space is at the sole and exclusive discretion of SCI. SCI reserves the right to withhold a portion of the exhibit hall from the Exhibitor booth selection process, which such space may be assigned at the sole and exclusive discretion of SCI. "Gun Makers Village": exhibitors who are placed within the "gun makers village" are required not only to be gun manufactures but are donors to the SCI General Auction.

**Booth exhibit space** is offered to returning Exhibitors for selection based on such Exhibitor's total accumulated Priority Points. If two or more returning Exhibitors have the same number of Priority Points, the donation will be the deciding factor. All Exhibitors with Priority Points will be "ranked" following each year's annual Convention based upon SCI's Priority Point Policy.

SCI may, at its sole discretion, limit the maximum number of booths allocated to Exhibitors on a Convention-by-Convention basis. No Exhibitor is entitled to the same or an expanded booth size in any future Convention. SCI may, in its sole discretion, implement a 'Booth Cap' whereby no Exhibitor will be allowed to increase its allocation of booths and no Exhibitor will be allocated booths beyond a maximum number designated by SCI.

SCI reserves the right to require any exhibitor placed on the **Auction Shortage List** for two consecutive conventions to make a cash contribution rather than their obligation of a tangible item or hunt for the SCI General Auction. Additionally, SCI may require that these exhibitors reduce their booth space to better reflect their current contribution capacity.

Allocated space of more than one booth to one Exhibitor must be adjacent, adjoining or contiguous on the Show Floor. Booth space for one Exhibitor in separate locations on the Show Floor is not permitted without express written consent from SCI Show Management.

New Exhibitors will be considered for booth space based upon the following prioritization: (a) the type of product or service offered (consideration will be given first to those companies whose product or service is most closely aligned with the needs and interests of SCI Members); (b) the type and value of donations offered in conjunction with the request;

# SCI Annual Hunters' SCI Convention Policies and Procedures

## **Set-Up and Tear Down:**

All Exhibitors and booths must conform to the Convention Booth Guidelines, contained herein.

Exhibitors must begin booth set-up no later than Noon (local time) on the Tuesday prior to the Wednesday Show opening. SCI highly recommends that Exhibitors begin booth set-up at the earlier dates and times they are assigned/provided.

Not later than 2:00 p.m. (local time) on the Tuesday prior to Show opening, all displays, and dioramas must be in place, and all cartons, containers and refuse removed from aisles in order to facilitate placement of aisle carpet. Any booth not set up by 6:00 p.m. on Tuesday shall be forfeited as there will be no set-up allowed after that time.

Exhibitors may not begin any tear-down or packing and must remain open until the Show closes at 5:00 p.m. on the Saturday of the Show.

*For safety reasons, children under the age of 16 years are NOT permitted on the Show floor during set-up and tear-down.*

**Operations and Conduct:** Show Management reserves the right to require Exhibitor to remove any merchandise, products, services, materials, brochures, exhibits, presentations, graphics, videos, slide shows or information displayed or promoted by Exhibitor in the event SCI, in its sole discretion, determines such materials are offensive or contrary to SCI's philosophy, brand image and reputation, and/or Code of Ethics. Show Management may also monitor noise levels to an appropriate level and, if requested, the Exhibitor agrees to comply with a reduction of sound. All promotion activities and conduct of business of Exhibitor must be conducted within Exhibitor's booth space; any conduct of business by Exhibitor outside such booth space will be a material breach of the Exhibitor Contract and may result in expulsion of Exhibitor.

**Advertising:** The Exhibitor shall not distribute or permit to be distributed any advertising matter, literature, souvenir items or promotional materials, in or about the exhibit areas, except within the Exhibitor's own reserved space. Exhibitors may contact Show Management for advertising and sponsorship opportunities at Convention.

**Taxidermy:** Only contracted Exhibitors are authorized to display their pieces at the Convention and must do so in accordance with the Show Décor Guidelines herein.

**Compliance With Laws:** The Exhibitor agrees to comply with, and be bound by, all laws of the United States, state laws, and local ordinances, and, wherever applicable, all rules and regulations of local police and fire departments, and those policies and criteria, which have been established by the contracted facility and SCI for the exhibit areas designated.

# SCI Annual Hunters' SCI Convention Policies and Procedures

**Food and Beverage Service:** The contracted facility has exclusive food and beverage distribution rights. No Exhibitor shall have the authority to sell food and/or beverage at the Convention. In addition, exhibitors are prohibited from distributing any food and/or beverage (e.g., water, wine, snacks) at the Convention without prior written consent of SCI **and** the contracted facility. Violation of this policy is grounds for immediate removal from the Convention and/or other penalties.

**Loss and Theft:** SCI shall provide the services of a reputable security agency during the Convention and period of installation and dismantling booth; however, SCI is not responsible for the loss or theft of items and urges Exhibitor to exercise prudent precautions to discourage loss due to theft or any other cause. Exhibitor agrees that the provision of such services constitutes adequate discharge, if any, to supervise and protect Exhibitor's property at the Convention. Exhibitor may furnish additional guards upon prior approval of such additional guards by SCI and is urged to ensure Exhibitor's property at Exhibitor's own cost and expense, as SCI shall not be held responsible for property left on the Show Floor or elsewhere at the Convention.

**Exhibitor Appointed Contractor:** If Exhibitor plans to use a third-party contractor for installation or dismantle of a booth display, Exhibitor must complete the "Third Party Authorization" form for SCI's approval no less than thirty (30) days prior to the Convention.

**Indemnity:** Exhibitor agrees to indemnify, defend and hold harmless SCI, the Convention facility, Show Management, and their respective owners, managers, officers, governing boards, members, agents, servants, employees and other representatives (collectively, the "Indemnitees") from any and all claims, demands, costs, liabilities, losses, expenses or damages, including reasonable attorneys' fees and costs (each, a "Claim") arising out of or in connection with any breach of the terms of the Exhibitor Contract or these SCI Convention Policies. Exhibitor expressly assumes all liability for the actions or omissions of each such individual or entity, including individuals present at the Convention on behalf of or by invitation of Exhibitor.

**Violations:** The Exhibitor shall be bound by SCI Convention Policies and by such additional rules and regulations which may be established by the Convention facility from time to time. In the event of violation of any of the same, Exhibitor may be subject to removal, at the sole cost and expense of Exhibitor.



# SCI Annual Hunters' SCI Convention Policies and Procedures

## Convention Booth Guidelines

### **General Information**

SCI's booth rules and regulations provide Exhibitors with all the information necessary to properly design and build exhibits, as well as plan their booth space layout and content. By following these booth guidelines Exhibitors are assured an environment conducive to successful interaction with Convention audiences, regardless of booth size or location. It is the responsibility of each Exhibitor to follow the booth guidelines accordingly. Please contact SCI at 1-210-985-HUNT(4868) email at [exhibitor@safariclub.org](mailto:exhibitor@safariclub.org) for any booth design allowances and SCI approval of booth design exemptions. Unauthorized booth displays risk removal from the Convention Show Floor. SCI reserves the right at any time to cancel a booth contract pursuant to the official SCI booth agreement.

### **Booth Dimensions**

Floor plan design in increments of 10ft (3.05m) has become the de facto standard in the United States. A single booth is most commonly 10ft (3.05m) wide and 10ft (3.05m) deep. However, due to differing floorplans, some booth size allotments can and will be altered based on space provided.

The maximum back wall height limitation varies among the types of booths at the Convention. In general, a booth back wall cannot measure higher than 10ft. Specific booth designs are described in detail herein.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## **Linear or Perimeter Booths**

### **Booth Description**

Also called “In-Line” booths, these booths are generally arranged in a series of rows along a straight line. Linear and Perimeter booths have only one side exposed to an aisle. The differences between a Linear and a Perimeter booth are simple; a Linear booth backs up to another Linear booth with a height restriction of 10ft, while a Perimeter booth backs up to a wall allowing for a height restriction of 12ft.

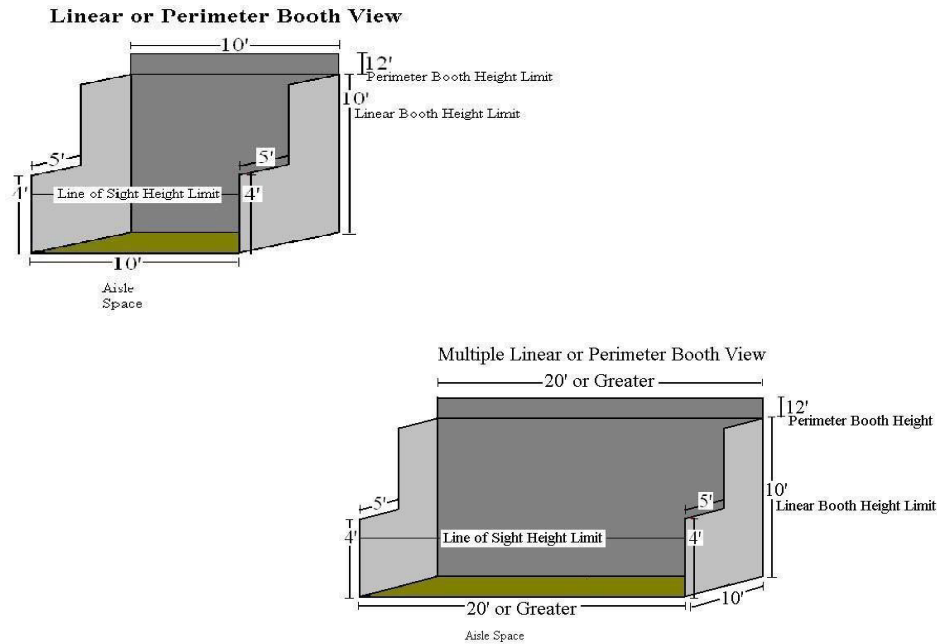
### **Dimensions and Use of Space**

**Floor Space:** A Linear or Perimeter booth measures at a minimum of 10ft x 10ft, or more depending on the number of adjoining booths (i.e., 10ft x 20ft, 10ft x 30ft, 10ft x 40ft). However, due to differing floorplans, some booth size allotments can and will be altered based on space provided.

**Back Wall Dimension:** A Linear booth has a back-wall height limit of 10ft, while a Perimeter booth has a back wall height limit of 12ft.

**Side Walls – Line of Sight Height Restriction:** The booth side walls measure 10ft across, however the first 5ft of the right and left booth side walls facing the aisle are restricted to a height of 4ft to conform to line-of-sight visibility. The 5ft of side wall connected to the rear of the booth back wall can be constructed up to a height limit of 10ft for a Linear booth and 12 ft for a Perimeter booth.

# SCI Annual Hunters' SCI Convention Policies and Procedures



**Booth Space Usage:** A Linear or Perimeter booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

**Signs and Banners:** Signs and Banners are permitted within the framework of the booth space/design but cannot exceed the 10ft height restriction of a Linear booth and 12ft height restriction for a Perimeter booth. Pipe and drape is set for 8ft. It is important to note that signs and banners exceeding this height limit, up to the maximum allowance of 10ft (linear) or 12ft (perimeter), must adhere to the specific guidelines. Specifically, any signage reaching the above-mentioned height limit is prohibited from featuring logos, company names, booth numbers, or images on the rear side of the sign or banner. This regulation ensures a uniform and professional presentation within the designated space.

**\* Hanging signs or banners from the ceiling are not authorized for Linear booth or Perimeter Booths\*\*.**

**Feather flags;** Are permitted within the booth space as long as they do not block the line of sight and do not exceed the 10ft maximum height restrictions for the booth back or side walls.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Corner Booths

### Corner Booth Description

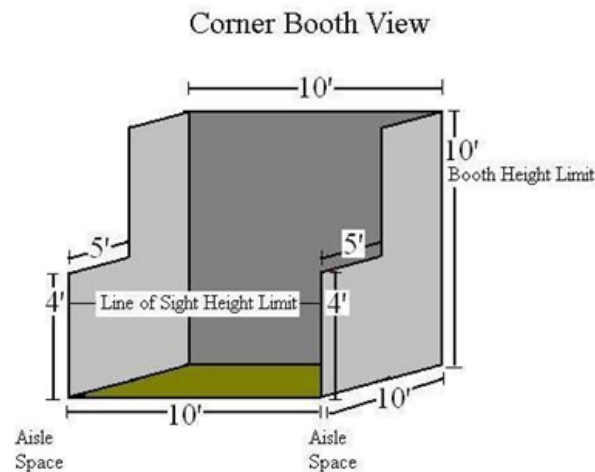
A Corner booth is a Linear booth exposed to aisles on two sides. All other guidelines for Linear booths apply. The maximum back wall height is 10ft. The wall adjoining two Corner booths is the back wall for all Linear Corner booths.

### Dimensions and Use of Space

**Floor Space:** A Corner booth measures at a maximum of 10ft wide x 10ft deep.

**Back Wall Dimension:** There is a 10ft maximum height restriction for the Corner booth back wall.

**Side Walls – Line-of-Sight Height Restriction:** The booth side walls measure 10ft across, however the first 5ft of the right and left booth side walls facing the aisle are restricted to a height of 4ft to conform to line-of-sight visibility. The 5ft of side wall connected to the rear of the booth back wall can be constructed up to a height limit of 10ft.



**Signs and Banners:** Signs and Banners are permitted within the framework of the booth space/design but cannot exceed the 10ft height restriction of a Linear booth and 12ft height restriction for a Perimeter booth. Pipe and drape is set for 8ft. It is important to note that signs and banners exceeding this height limit, up to the maximum allowance of 10ft (linear) or 12ft (perimeter), must adhere to the specific guidelines. Specifically, any signage reaching the above-mentioned height limit is prohibited from featuring logos,

# SCI Annual Hunters' SCI Convention Policies and Procedures

company names, booth numbers, or images on the rear side of the sign or banner, This regulation ensures a uniform and professional presentation within the designated space

**\* Hanging signs or banners from the ceiling are not authorized for Linear booth or Perimeter Booths\*\*.**

**Feather flags;** Are permitted within the booth space as long as they do not block the line of sight and do not exceed the 10ft maximum height restrictions for the booth back or side walls.

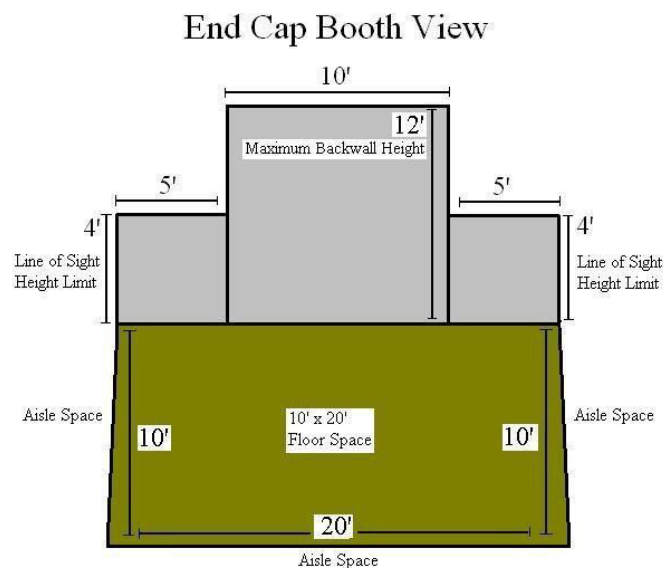
# SCI Annual Hunters' SCI Convention Policies and Procedures

## End-Cap Booths

### End Cap Booth Description

An End-Cap Booth is exposed to aisles on three sides and is composed of the first two side by side booths facing a major aisle of any booth row. Adjoining booths directly behind the End-Cap booth form the rest of the booth rows.

**Floor Space:** An End Cap booth measures at a maximum of 10ft deep x 20ft wide. Back Wall Dimension - Line of Sight Height Restriction: There is a height restriction of a maximum of 12ft for the centered 10ft of the booth back wall. The remaining 5ft to the left and right of the back wall are restricted to a height of 4ft to conform to line of sight visibility. On-Site show discrepancies identified during booth construction will have to be corrected immediately.



# SCI Annual Hunters' SCI Convention Policies and Procedures

**Booth Space Usage:** An End Cap booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays. Due to Line-of-Sight restrictions End Cap booth space is permissible only with SCI show management approval.

**Signs and Banners:** Signs and Banners are permitted within **the framework** of the booth space/design but cannot exceed the 12ft height restriction of the booth. Pipe and drape is set at 8ft. It is important to note that signs and/or banners exceeding this height limit, up to the maximum allowance of 10 feet, must adhere to specific guidelines. Specifically, any signage reaching the 10-foot height limit is prohibited from featuring logos, company names, booth numbers, or images on the rear side of the sign or banner. This regulation ensures a uniform and professional presentation within the designated space.

**\*\*Hanging signs or banners** from the ceiling are NOT authorized for end cap booths.\*\*

**Feather flags;** Are permitted within the booth space as long as they do not block the line of sight and do not exceed the 10ft maximum height restrictions for the booth back or side walls.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Peninsula Booth

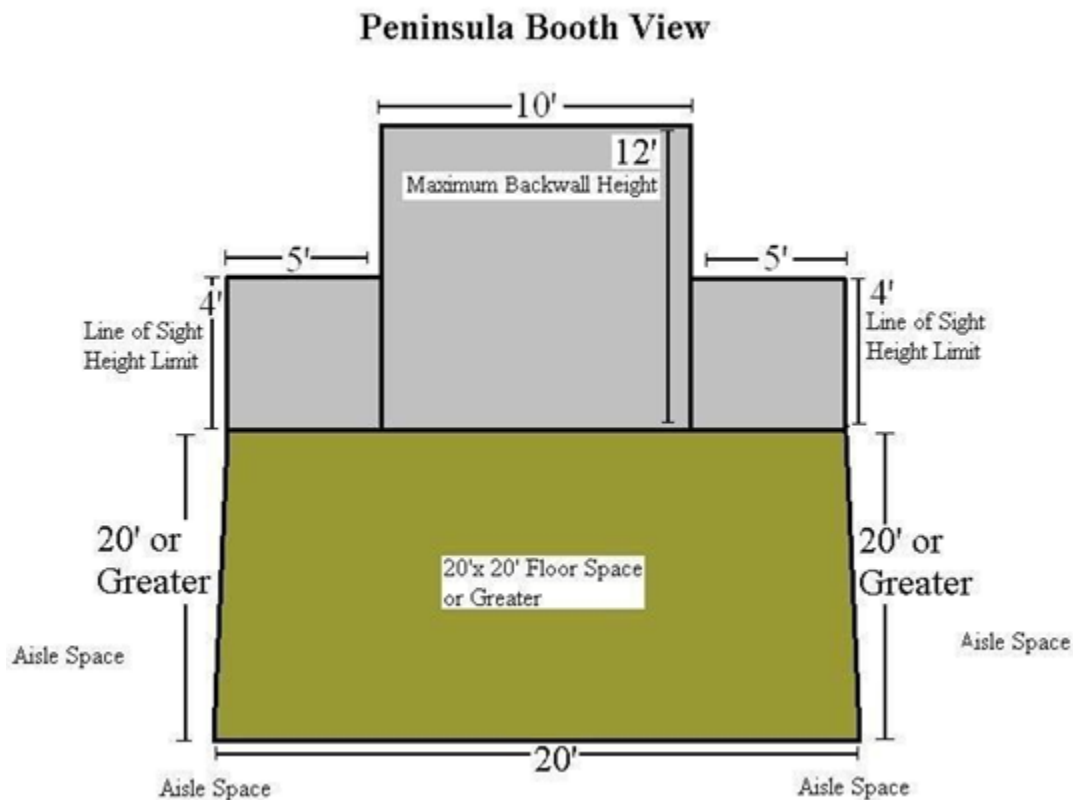
### Peninsula Booth Description

A Peninsula booth is exposed to aisles on three sides and is composed of minimum booth space of 20ft wide by 20ft deep or more. Adjoining booths forming the remainder of the booth rows are located directly behind a Peninsula booth.

### Dimensions and Use of Space

**Floor Space:** A Peninsula booth measures at least 20ft wide x 20ft deep or more. The booth size distinguishes a Peninsula booth from an End Cap type booth.

**Back Wall Dimension – Line-of-Sight Height Restriction:** There is a maximum height restriction of 12ft and a width restriction of 10ft for the centered part of the booth back wall. The remaining 5ft to the left and right of the back wall facing the aisle are restricted to a height of 4ft to conform to line-of-sight visibility.



**Booth Space Usage:** A Peninsula booth should be set up to allow for a clear line-of-sight throughout the booth space for adjoining and adjacent booth displays.



# SCI Annual Hunters' SCI Convention Policies and Procedures

**Signs and Banners:** Signs and banners are permitted within the framework of the booth space/design not to exceed the maximum 12ft height limit of the booth back wall. Additionally, the hanging of signs and banners from the ceiling is permitted but cannot exceed the 20ft height restriction while the sign or banner must be centered above the booth space. The size of the hanging sign or banner is limited to within the floor space of the booth design. The cost of hanging a sign or banner is the responsibility of the exhibiting company.

**\*\*Hanging signs or banners** from the ceiling are authorized for booths 20x20 and larger.\*\*

**Feather flags;** Are permitted within the booth space as long as they do not block the line of sight and do not exceed the 10ft maximum height restrictions for the booth back or side walls.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Island Booth

### Island Booth Description

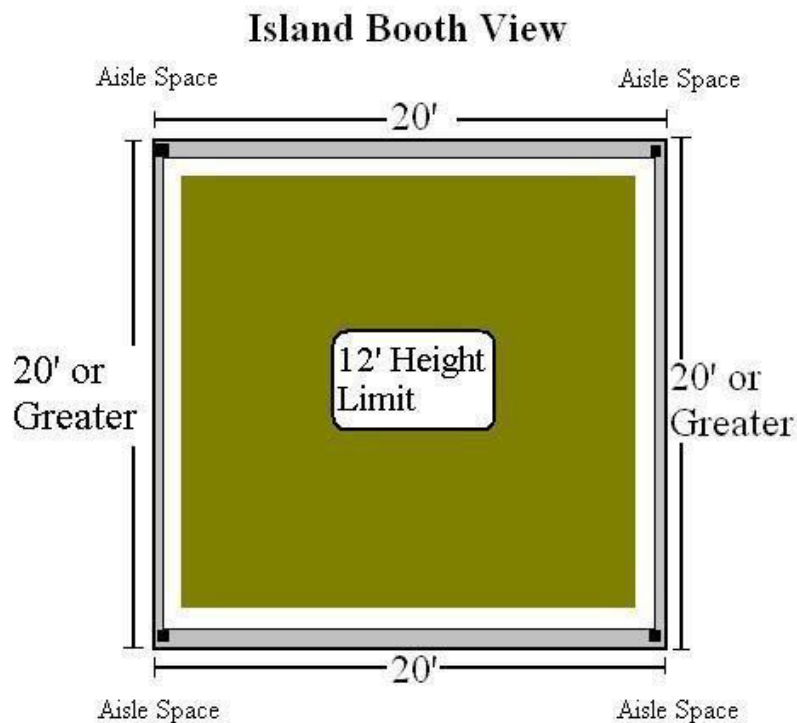
An Island booth is exposed to aisles on all four sides. The entire floor space, with limitations, is permitted for booth display. Adjacent booths are located directly across the aisles from an Island booth to form the remainder of the Show Floor.

### Dimensions and Use of Space

**Floor Space:** An Island booth measures at a minimum of 20ft x 20ft or more, depending on the number of adjoining booths.

**Booth Wall Dimension:** Typically, Island booths are permitted to be enclosed by a wall restricted to a maximum height of 12ft. The entire cubic content of the space may be used up to the maximum allowable height.

**Line-of-Sight Height Restriction:** Though not necessary, line of sight consideration is encouraged to be incorporated into an Island booth design to allow for visibility of adjacent Exhibitors. Please follow line of sight booth guidelines for all other booths.



# SCI Annual Hunters' SCI Convention Policies and Procedures

**Booth Space Usage:** The entire floor space of an Island booth is allowed to be set up for booth display.

**Signs and Banners:** Signs and banners are permitted within the framework of the booth space/design not to exceed the maximum 12ft height limit of the booth back wall. Additionally, the hanging of signs and banners from the ceiling is permitted but cannot exceed the 20ft height restriction while the sign or banner must be centered above the booth space. The size of the hanging sign or banner is limited to within the floor space of the booth design. The cost of hanging a sign or banner is the responsibility of the exhibiting company.

**\*\*Hanging signs or banners** from the ceiling are authorized for booths 20x20 and larger.\*\*

**Feather flags;** Are permitted within the booth space as long as they do not block the line of sight and do not exceed the 10ft maximum height restrictions for the booth back or side walls.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## L-Shaped Booth

### L-Shaped Booth Description

An L-Shaped booth is exposed to aisles on three sides and is composed of a minimum of three booths. Adjoining booths forming the remainder of the booth rows are located directly behind an L-Shaped booth.

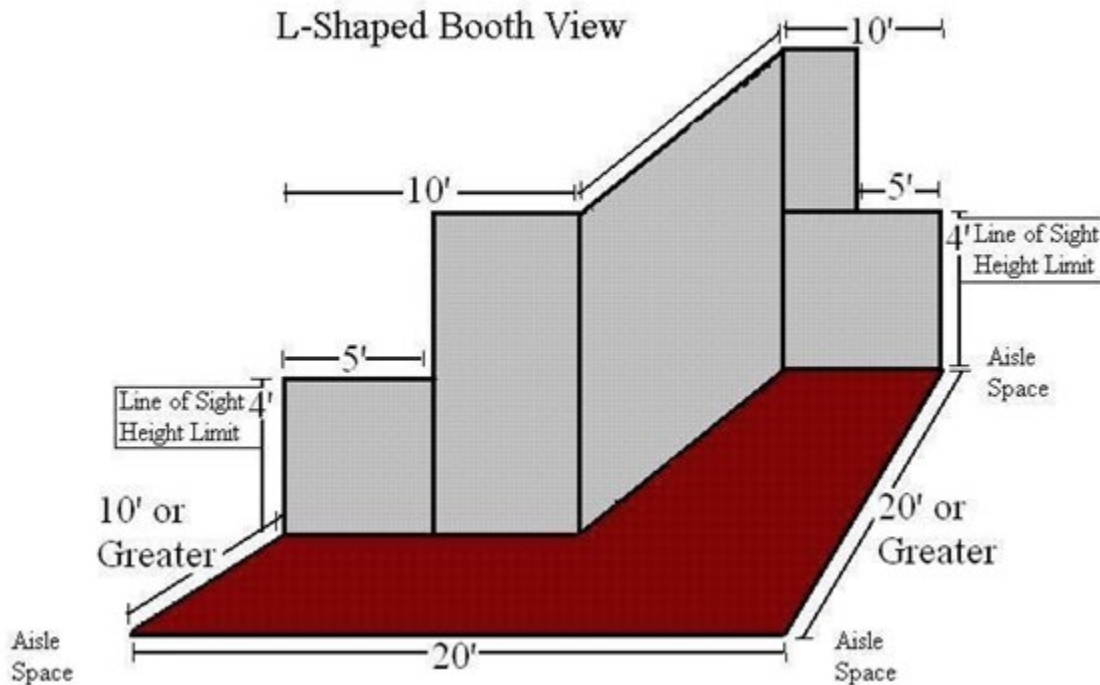
### Dimensions and Use of Space

**Floor Space:** An L-Shaped booth measures at a minimum of 20ft wide x 20ft deep or more.

**Back Wall Dimension – Line-of-Sight Height Restriction:** There is a height restriction of a maximum of 10ft for the booth back wall. Additionally, the first 5ft of the side walls facing the aisle are restricted to a height of 4ft to conform to line of sight visibility.

**\*\*Hanging signs or banners** from the ceiling are NOT authorized for end L-Shaped booths.\*\*

# SCI Annual Hunters' SCI Convention Policies and Procedures



**Booth Space Usage:** An L-Shaped booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

**Signs and Banners:** Signs and banners are permitted within the framework of the booth space/design but cannot exceed the 10ft height limitation of the booth back wall. The hanging of signs or banners from the ceiling is not authorized for an L-Shaped booth.

**Feather flags;** Are permitted within the booth space as long as they do not block the line of sight and do not exceed the 10ft maximum height restrictions for the booth back or side walls.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Walk Thru Booth

### Walk Thru Booth Description

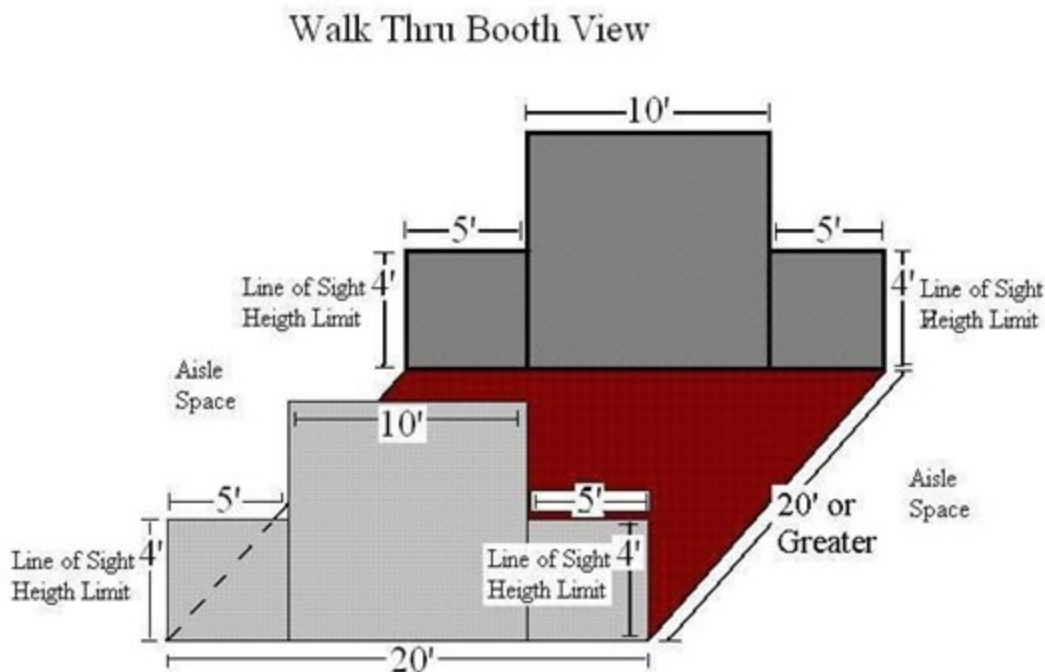
A Walk Thru booth is exposed to aisles on the left and right side and is directly in front of and behind adjoining sets of booths. Walk Thru booths are not generally authorized due to their unusual booth space configuration and interference with neighboring booths, however SCI can consider approval of a walk thru booth measuring at a minimum of 20ft wide x 20ft deep or greater.

### Dimensions and Use of Space

**Floor Space:** A Walk Thru booth measures at a minimum of 20ft wide x 20ft deep or more, depending on the number of adjoining booths within the Walk Thru space.

**Back Wall Dimension:** There is a height restriction of a maximum of 10ft for the center wall of the booth back walls on either adjoining set of booths.

**Line of Sight Height Restriction:** The first 5ft of the left or right side of the booth back walls facing the aisle are restricted to a height of 4ft to conform to line-of-sight visibility.



**Booth Space Usage:** A Walk Thru booth should be set up to allow for a clear line of sight throughout the booth space for adjoining and adjacent booth displays.

# SCI Annual Hunters' SCI Convention Policies and Procedures

**Signs and Banners:** Signs and banners are permitted within the framework of the booth space/design but cannot exceed the height limitation of the booth. The hanging of signs or banners from the ceiling is not authorized for a Walk Thru booth.

**\*\*Hanging signs or banners** from the ceiling are NOT authorized for walk through booths. \*\*

**Feather flags;** Are permitted within the booth space as long as they do not block the line of sight and do not exceed the 10ft maximum height restrictions for the booth back or side walls.

## **Other Important Considerations**

### **Booth Space/Usage Restrictions**

Booth space exemption requests for any booth design intended to deviate from SCI booth guidelines, rules and regulations must be submitted to SCI show management no later than September 1st prior to show start date. Booth design exemptions must be submitted and approved prior to booth construction. Any booth design exemption not submitted for SCI approval prior to the September 1st deadline will be considered unauthorized. While booth space exemptions are not guaranteed, SCI will review the Show Floor, adjacent and adjoining booth space, and (if necessary) contact the applicable show host city and state agencies to ensure such requested exemption complies with relevant restrictions when considering approval. Line of sight restrictions will also be considered to ensure that all Exhibitors receive their expected visibility and business opportunity. Please be sure to include booth design drawings depicting structural integrity, maximum load capacity and OSHA safety certification (if applicable) with any request for booth space or design exemptions.

### **Canopies and Ceilings**

Canopies, including ceilings, umbrellas and canopy frames, can be either decorative or functional (such as to shade computer monitors from ambient light or for hanging products). However, the use of canopies should not interfere with adjoining or adjacent booth space and must comply with booth line of sight requirements and booth height restrictions.

The base of the canopy should not be lower than 7ft from the floor or within 5ft of any aisle. Canopy supports should be no wider than three inches (3"). This applies to any booth configuration to comply with sight line restrictions. Fire and safety regulations in many facilities may also impact acceptable canopy use.

# SCI Annual Hunters' SCI Convention Policies and Procedures

## Hanging Signs, Banners & Graphics

**All suspended signs and banners MUST be approved by the venue and the exhibit team prior to installation. Please see above about restrictions pertaining to your booth layout and what is allowed. SCI will not be held liable for printing costs for those banners/signs that are printed without approval.**

## Vehicles

Generally, it is required that vehicles on display have less than a ¼ tank of gas. The filler cap should be sealed, and the batteries disconnected.

# Booking Agent Rules & Regulations

**Booking Agents Definition:** As defined by Safari Club International (SCI) is any individual or entity at the Convention that provides or arranges for services or benefits to be supplied by approved third parties (collectively, Booking Agents). It is at SCI's sole discretion to recognize and deem the requestor as a Booking Agent. Only after the requestor is deemed a Booking Agent by SCI, then each Booking Agent is required to provide proof that all parties it represents are licensed or otherwise authorized to hunt or provide other services in the countries, provinces, states, etc., where hunts or services are being sold or supplied in accordance with governing laws in those jurisdictions. SCI also has the unrestricted right to refuse a Booking Agents request for approved third-party vendor(s) for any or no reason including and without limitation; any exhibitor, recognized booking agent, or individual that does not follow SCI's mission, policies, objectives and/or activities. Requests by Booking Agents for approved third-party vendor(s) will be evaluated by SCI at its sole discretion.

**Conditions and Limitations:** ALL Booking Agents and Approved Third-Party Vendor(s) must be disclosed to and pre-approved by SCI. Booking Agents and Third-Party Vendor(s) shall be subject to, and must satisfy, the following conditions:

- All requests for Approved Third-Party Vendor(s) must be made by a contracted Booking Agent and must be submitted to SCI, in writing, outlining the presence of those Third-Party Vendor(s) and persons in the booth, using the Request for Approved third-party Form. Approved Third-Party Vendor(s) will have no contract or other agreement with SCI



# SCI Annual Hunters' SCI Convention Policies and Procedures

about exhibit space at the Convention. SCI will not discuss contracts or agreements with Third-Party vendors.

Authorized Booking Agents must obtain separate approval from SCI for each Third-Party Vendor(s) and are limited to:

- a maximum of TWO (2) Approved Third-Party Vendor(s) per contracted 10x10 booth space.
- A completed 'Booking Agent Third-Party Form must be submitted for each vendor. Approved Third-Party Vendor(s) include professional hunters, guides and/or other safari/hunting companies, artists and other third-parties being represented by the 'Booking Agent.' The Approved Third-Party Vendor(s) will be limited to exhibiting only those goods and services they handle in the regular course of business and that have been approved by SCI.

Third-party Vendor(s) are only allowed to be represented and do business by the one agent at SCI who has been identified and designated by the "Booking Agent" in the "Booking Agent" Third-Party Vendor Form.

Donations: All donations from a booking agent must follow SCI donation policies and procedures, which are outlined in the exhibitor contract. In the case of a "Booking Agent" a Third-party Vendor is allowed to give auction donations, provided however, that if the Booking Agent donation submitted is being fulfilled by a Third-Party Vendor(s) to satisfy the Booking Agent's general donation booth requirements, the applicable Hunt/Fishing, Non-Hunt Donation, and Firearm agreement form must be completed

and approved by the Exhibits/Auctions Department of SCI. The Booking Agent and the Third-Party Vendor(s) must acknowledge and agree that:

- All pertinent information regarding the Approved Third-Party Vendor(s) must be provided on the applicable Hunt/Fishing or Non-Hunt Donation form, including, without limitation, the Third-Party Vendor's name, and contact information. Booking Agents are fully responsible for the provision and quality of all donations provided by the Third Party Vendor present in the booth.
- Priority Points for contracted booth space, donations, and anniversary points will be granted to the contracted 'Booking Agent,' and not to the Approved Third-Party Vendor(s), even if the Approved Third-Party Vendor(s) provides donations or other value eligible for grant of Priority Points.

Show Site Conduct/Regulations:

# SCI Annual Hunters' SCI Convention Policies and Procedures

All sales MUST be conducted between the client and the Booking Agent and SHALL NOT be conducted directly with the Third-Party Vendor. Example: The client must be contracted with the Booking Agent, not with the Third-Party Vendor (Outfitter or operator).

All exhibitor badges shall bear only the name of the contracted Booking Agent, including all authorized Third-Party Vendor(s) badges. At no time will the Booking Agent's company name be changed to reflect that of an Approved Third-Party Vendor(s). All Approved Third-Party Vendors must be placed within the contracted Booking Agent's booth space and cannot pursue business outside of that contracted space.

All hanging signs, backdrops, banners, and displays shall only reflect that of the contracted Booking Agent and not that of the Approved Third-Party Vendor(s). Booking Agents must use their own pricelists and brochures of their own unique property and not third-party outfitter or operator pricelists. No logos of Third-Party Vendors are to be seen anywhere on the booth, pricelists, brochures, shirts, caps, or other marketing materials. The only exception to this rule is if the outfitter or operator is an SCI exhibitor.

Approved Third-Party Vendor(s) must be SCI members in good standing and are subject to all SCI Membership and SCI Convention Policies during convention.

Liability: SCI's obligations are only to the Booking Agent as provided in the Exhibitor Contract. SCI has no obligations or liability to the Approved Third-Party Vendor(s), and Third-Party Vendors are not covered under any SCI policies of insurance.

Violations: Booking Agents and Third-Party Vendor(s) that violate these Booking Agent Rules & Regulations shall subject to penalties as SCI, in its sole discretion, determines are appropriate, including, but not limited to:

- Removal from the show floor at the time of violation, with all expenses incurred for such removal payable by the violating party(ies) immediately.
- Suspension or permanent expulsion of the violating party(ies) from all future SCI events.
- Forfeiture of all priority points, and monetary damages payable to SCI

# SCI Annual Hunters' SCI Convention Policies and Procedures

## All Seminar Speakers

1. All Seminar speakers must be in good standing with an active Safari Club International ("SCI") Membership that is current and continuous from the time of registration throughout all days of Convention.
2. All Seminar speakers must submit their seminar request by the due date listed on the Seminar Application.
3. All Seminar speakers are required to promote Safari Club International's convention at a minimum of (3) times by one of the following options unless another option has been approved in writing by SCI.
  - a. Social media posts
  - b. Articles

A social media toolkit can be provided to speakers to utilize if assistance is needed.

4. All Seminar speakers are allotted (1) four-day badge for themselves and (1) four-day badge for a guest. Additional badges can be purchased through registration.

### Exhibiting Seminar Speakers

1. All Exhibiting Seminar Speakers may sell and promote their products and services during their allotted seminar time ONLY, but all sales should be made from the Speaker's booth on the exhibit show floor.

### Non – Exhibiting Seminar Speakers

1. No later than 30 days before the first day of the convention, all Non-Exhibiting Seminar Speakers must submit requests and inquiries about products or services they can sell during their seminar in the Seminar Application for approval by SCI. No product or service may be sold without SCI's express written approval. If a product or service is being sold with SCI's approval, the following steps will be taken:

- Cancellation of additional Seminars
- All badges confiscated and removal of convention.
- Ban from future Seminar Speaking engagements.

2. Under no circumstances will Hunts or Guides be allowed to be sold during seminars for non-exhibiting seminar speakers.