

MEETING/FUNCTION SPACE GUIDELINES

World of Asphalt 2012 and AGG1 RESERVED MEETING/FUNCTION SPACE USAGE FEES

\$125 half day (4 hours or less)

\$250 full day (Over 4 hours)

There will not be refunds for no-shows or for functions cancelled after January 30, 2012.

UTILIZATION OF MEETING/FUNCTION SPACE

World of Asphalt and AGG1 allocate a limited number of meeting rooms at the Charlotte Convention Center for meetings, offices, storage, hospitality or entertainment. All rules and regulations for the utilization of meeting space shall be determined by the Exhibition Services Committee and approved by the Management Committee. Requests for reserved space should be submitted via a Meeting/Function Space Reservation form. There will be no refunds for reserved space canceled after January 30, 2012 or for no-shows. Rooms cannot be sublet.

HOSPITALITY EVENTS

Exhibitors are not allowed to utilize hospitality suites or hold hospitality functions outside their rented space in official exhibit areas during Exhibition hours. Exhibition hours are:

Tuesday, March 13, 2012 11:15 am to 5:00 pm

Wednesday, March 14, 2012 10:30 am to 5:00 pm

Thursday, March 15, 2012 9:00 am to 2:00 pm

INVITATIONS

Exhibitors are encouraged to write to Exhibition visitors in advance of the Exhibition urging visitors to exhibit stands or hospitality functions. Pre-printed cards suitable for distribution to Exhibition visitors as invitations to visit hospitality suites are permissible, provided the information on such cards is limited to company name, room or suite number, name of the individual handing out the card, and the hours, within the limits of this general policy, when the hospitality suites will be open. Invitations are limited to exhibitors.

FOOD & BEVERAGE SERVICE

Charlotte Convention Center Catering has exclusive rights to all food and beverage (including bottled water) at the Charlotte Convention Center. Food and beverage consumed, prepared or distributed, including food and beverage items used for promotional purposes, must be purchased through Charlotte Convention Center Catering and are subject to regulations and permit requirements. Alcoholic beverages and food may be served by exhibitors during Exhibition hours provided that:

The beverages and food are served in an enclosed area within the boundaries of the exhibitor's rented space or the second story of the exhibit. - OR - The beverages and food are served in an area that is set back at least 5 feet from the aisle or neighboring exhibit. The exhibitor must obtain host liquor liability insurance and provide Exhibition Management with documentation of the insurance.

AUDIO-VISUAL

Audio-visual equipment is not provided in meeting rooms. Audio-visual equipment can be ordered through the official show provider, PRG, LLC, +1 (888) 844-4225 or tradeshow@prg.com.

PRESS EVENTS

To arrange press or media events please contact Pat Monroe, pmonroe@worldofasphalt.com or (414) 298-4123.

All rules and regulations for the utilization of meeting/function space are determined by the Exhibition Services Committee and approved by the Management Committee. Please refer to the complete World of Asphalt and AGG1 Rules & Regulations for further information.