

BOSTON EXHIBITOR PROSPECTUS

July 7-July 11, 2023



Lions Clubs International

LIONS CLUBS INTERNATIONAL

Lions Clubs International is the largest service club organization in the world. Our 1.42 million members in more than 47,000 clubs are serving in over 200 countries and geographic areas around the globe. Since 1917, Lions have strengthened local communities through hands-on service and humanitarian projects, and we are able to extend our service impact through the generous support of our Lions Clubs International Foundation. We are focused on serving sight, hunger, the environment, childhood cancer and diabetes, to help address some of the biggest challenges facing humanity. Lions have set an ambitious goal of helping 200 million people per year so we can bring even more service to more people than ever before. For more information about Lions Clubs International, visit [**www.lionsclubs.org**](http://www.lionsclubs.org)

LCIcon 2023 BOSTON

The Lions Clubs International Convention, referred to as “LCIcon,” is the organization's only event where all global members are invited to join together for five days of fellowship, education, entertainment and more. This year's 105th annual convention is being held in Boston, Massachusetts, USA and is not to be missed.

We expect thousands of Lions members from all over the world to attend this convention. Attendees look forward to marching in the Parade of Nations, participating in numerous educational seminars, enjoying dynamic plenary sessions and voting on important association issues all the while enjoying the sights of a cosmopolitan international city.

The Convention Hall and Exhibitors area will take place at the [Boston Convention & Exhibition Center](#).

Our international convention is not a tradeshow – it is focused exclusively on Lions International and designed to meet the interests and needs of our global Lions.

MARK YOUR CALENDAR – FUTURE LIONS CONVENTIONS:

June 21-June 25, 2024	Melbourne, Australia
July 4-July 8, 2025	Mexico City, Mexico
July 3-July 7, 2026	Atlanta, Georgia, USA
July 2-July 6, 2027	Washington D.C., USA
June 23-June 27, 2028	Singapore

EXHIBITOR INFORMATION

Lions International will be using Exhibit Hall C on the Exhibit Level at the Boston Convention & Exhibition Center. The Exhibit Hall will feature popular destinations including our Lions Shop, International Food Court, Headquarters Area, and of course the Exhibitor area – plus much more. Registration will also be located on this level in the pre-function area just outside of the exhibit hall. Please note our Exhibit Hall hours located on Page 5.

The Exhibitor area is open daily and the traffic flow is generally steady throughout the week. Slow periods will occur during our International Parade on Saturday, July 8 and Opening Plenary Session on Sunday, July 9. Immediately following these events, exhibitors can expect crowds to return to the Exhibit Hall.

Exhibitor space at the Boston Convention & Exhibition Center is limited, so reserve your space soon before it sells out. A benefit of coming on board as one of our valued exhibitors before **February 1, 2023** will be your company or organization's details listed in our convention program. Our program is printed in several of our official languages and is distributed to all attendees. We will include a brief description of your company/organization along with your website and/or email address. Lions International's convention website is www.lcicon.org.

Don't miss out on this opportunity – send in your application today!

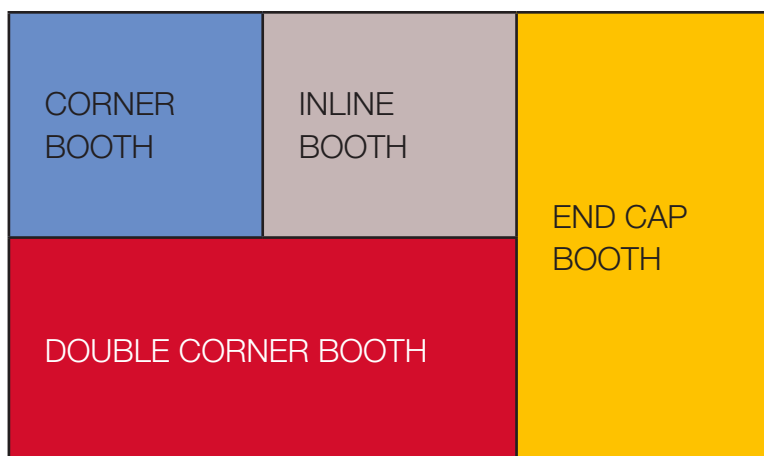
EXHIBITOR RATES

The price for a 3m x 3m (10' x 10') exhibit booth varies based upon the exhibitor classification. Lions International offers a discount for our valued repeat retail exhibitors.

NOTE: Prices are shown in US Dollars (\$) and do not include taxes.

Please refer to the chart below as a guide:

BOOTH TYPE	RETAIL EXHIBITORS TOTAL	NOT-FOR-PROFIT/CHARITABLE ORGANIZATIONS TOTAL
INLINE 3m x 3m (10' x 10') BOOTH	\$1,500.00 USD	\$1,000.00 USD
CORNER* 3m x 3m (10' x 10') BOOTH	\$1,750.00 USD	\$1,250.00 USD
DOUBLE CORNER* 6m x 3m (20' x 10') BOOTH	\$3,000.00 USD	\$2,500.00 USD
END CAP* 6m x 3m (20' x 10') BOOTH	\$3,500.00 USD	\$3,000.00 USD



*** NOTE: Corner Booth, Double Corner and End Cap space is limited, subject to availability and not guaranteed. All rates are shown in US Dollars (\$). PRICE DOES NOT INCLUDE TAX.**

Lions International and the Boston Convention & Exhibition Center will follow established recommendations and best practices regarding the COVID-19 virus and we'll inform exhibitors of any changes to the booth floor plan and options available.

EXHIBITOR FEE INCLUDES:

- 1m high pipe & drape side panels and a 2.5m high pipe & drape back panel.
- 1 183cm x 70cm (6') table
- 2 chairs
- 1 wastebasket
- Booth carpeting – color selected by Lions International
- 7" x 44" Identification sign with exhibitor's name
- 1 electrical line up to 3kw with a multiple socket and power consumption.
- Four (4) exhibit hall passes for booth personnel
- Company or organization listing in the official convention program. Application must be received by February 1, 2023 for inclusion in the program.
- Booth cleaning prior to exhibition opening and daily during convention (floor vacuuming and bin emptying) included in fee.

EXHIBITOR SCHEDULE

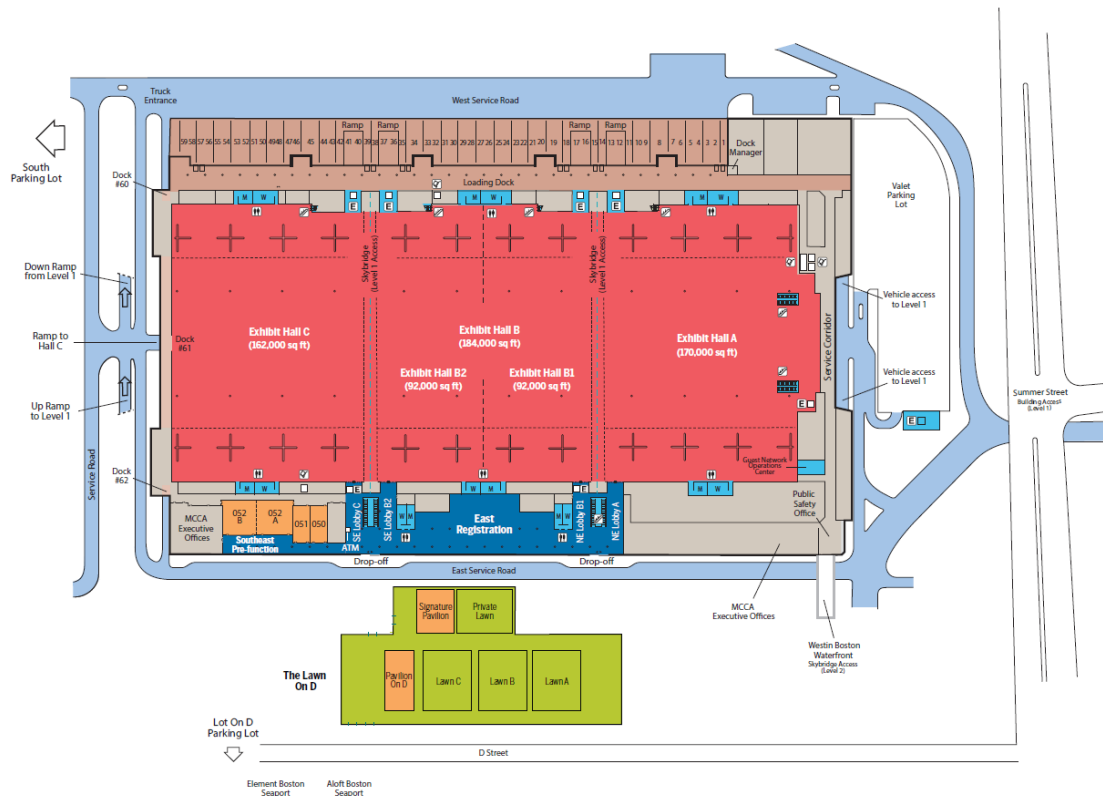
Please review the Exhibit Hall hours – booths must be manned during all show hours.

Exhibitor Move-in Period:	Thursday	July 6, 2023	09:00-17:00
Convention Dates and Times:	Friday	July 7, 2023	10:00-17:00
	Saturday	July 8, 2023	10:00-17:00
	Sunday	July 9, 2023	10:00-17:00
	Monday	July 10, 2023	10:00-17:00
	Tuesday	July 11, 2023	07:30-09:30
Exhibitor Move-out Period:	Tuesday	July 11, 2023	09:31-17:00

NOTE: All times are subject to change – Lions International will notify exhibitors of any schedule changes.

EXHIBITION VENUE

Boston Convention & Exhibition Center



IMPORTANT CONTACTS

LIONS CLUBS INTERNATIONAL EXHIBITOR COORDINATOR

ROSIE BOEING

Direct: 1-630-468-6795

LOGISTICS@lionsclubs.org

HOTEL RESERVATIONS REGISTRATION

Direct: 1-630-468-6914

registration@lionsclubs.org

OFFICIAL SERVICES CONTRACTOR FREEMAN

Exhibitor Services

1-888-508-5054

FREIGHT FORWARDER, CUSTOMS CLEARANCE FREEMAN

1-888-508-5054

The abbreviation "LCI" used in the following sections shall mean The International Association of Lions Clubs® and its officers, directors, employees and agents duly acting for the organization in the management of the convention.

TERMS AND CONDITIONS

All interested exhibitors are required to complete and submit the exhibitor application to LCI. The application must include a description of the purpose of the exhibit and indicate specifically what products, services and promotions you plan to display at your booth. You may be required to provide background information to substantiate claims for any product or service.

Items bearing the official Lions emblem/logo may not be sold unless your organization is an approved licensee in compliance with the requirements of Lions Clubs International. If a non-licensee exhibitor is found selling items with the Lions emblem/logo, and/or the licensee is not in compliance with the terms of their licensee agreement, the booth will be shut down, the booth fee will be forfeited and any expenses incurred in the removal/storage of the booth and its contents will be at the sole expense of the exhibitor.

All assigned exhibition space must always be staffed during the exhibition schedule.

At least one person representing the exhibiting company/organization must speak English.

By signing and submitting the exhibitor application, the exhibitor agrees to observe and comply with all host country laws, statutes, ordinances and all Terms and Conditions stated herein. Failure to comply with applicable laws, terms and conditions may result in LCI or the Boston Convention & Exhibition Center removing the exhibitor and/or denying the exhibitor the opportunity to participate in future LCI-sponsored events.

CANCELLATION POLICY

Exhibitors who wish to cancel must notify LCI by email – phone calls will not be accepted. Exhibitors who cancel before April 30, 2023, will receive a full refund. Exhibitors who cancel after April 30, 2023, will not receive a refund.

BOOTH ASSIGNMENT

Booths are assigned on a first-come, first-served basis upon receipt of the full payment. LCI reserves the right to relocate space, and relocations will only be made if deemed necessary and upon notification to the exhibitor by LCI.

No exhibitor shall assign, sublet, or apportion the whole or any part of their space without the knowledge and consent of Lions International.

EXHIBITOR BADGES

All exhibitors must wear their LCI-issued exhibitor badge registered under the name of the exhibiting company/organization. LCI will have a designated check-in area for exhibitors at the Boston Convention & Exhibition Center beginning on July 6, 2023.

BALLOONS AND CONFETTI

The use of helium balloons, confetti or any other animation components thrown in the air, such as feathers, etc., is strictly forbidden. Any violations will result in cleaning charge that will be charged to the exhibitor.

DISTRIBUTION OF LITERATURE/PRODUCT

Exhibitors can attract people to their booths but are not permitted to distribute information outside of the contracted booth area or in any other areas of the exhibit hall or Boston Convention & Exhibition Center without prior approval from LCI. Giveaways are appreciated and encouraged.

DOMESTIC ANIMALS

Animals or pets, with the exceptions of service dogs, are not permitted except as an approved exhibit, activity or performance requiring the use of animals. Approval must be obtained from LCI/Boston Convention & Exhibition Center at least 60 days prior to the event.

ENDORSEMENT

Unless otherwise authorized, LCI does not endorse or recommend the use of any specific commercial product or service, therefore the exhibitor may not state or imply verbally or in printed and/or electronic material that its products are endorsed or recommended by Lions International except when applicable to state that it has received authorization to use a specific LCI trademark on certain products.

EXHIBITOR HOUSING

LCI has a limited number of rooms available at the RENAISSANCE BOSTON WATERFRONT to all approved exhibitors at a discounted group rate. The deadline to secure hotel reservations is **May 1, 2023. Hotel reservations must be made by LCI.** Please fill out the Exhibitor Registration and Travel Form to secure your housing.

EXHIBITOR INSURANCE

For your convenience, we are now including exhibitor liability insurance which meets LCI's insurance requirements in your booth space fee. You will no longer need to go through the trouble of submitting your own compliant insurance. We hope you appreciate this new benefit of exhibiting at our show.

FOOD SAMPLING

Exhibitors may not bring food or drinks to the exhibit hall or provide samples. Any request for a waiver of this regulation must be approved by Levy, the official caterer at the Boston Convention & Exhibition Center. Levy can be reached by phone at 1-617-954-2382.

FREIGHT LOGISTICS

Freeman is LCI's official freight forwarder and customs broker. We highly recommend that exhibitors use Freeman for freight and customs services. Exhibitors may use a different company, however LCI/Freeman cannot be held responsible for any lost or delayed shipments to their booth.

MATERIAL HANDLING

On-site material handling will be managed by our Official Services Contractor, Freeman. Exhibitors will be allowed to move small items by hand to their booth using a small two-wheeled cart. Exhibitors may handle small pieces, set up all material, plug in electrical and do all set-up work as required in their booth. Rules and regulations will be outlined in the exhibitor manual.

MUSIC/SOUND TRANSMISSION

Any music or other sound projection from an exhibitor's booth must be modified to avoid unnecessary distraction to other exhibitors. LCI reserves the right to advise an exhibitor to cease playing any music, or other sound projection, if it finds objectionable or distracting.

SALE OF PRODUCTS/SERVICES

All items for sale must be approved by LCI. **Items bearing the Lions emblem/logo and convention logo cannot be sold unless your organization/company is an approved licensee in compliance with the requirements of Lions Clubs International. If a non-licensee exhibitor is found selling items with the Lions emblem/logo, and/or the licensee is not in compliance with the terms of their licensee agreement, the booth will be shut down, the booth fee will be forfeited and any expenses incurred in the removal/storage of the booth and its contents will be at the sole expense of the exhibitor.**

It is the sole responsibility of the exhibitor to ensure the products and materials they will be exhibiting are lawfully brought into Boston, Massachusetts, USA and are used and displayed only in accordance with the terms and conditions governing the entity of the products and materials, and the use of such materials in USA.

Booths must be open to all convention attendees – exhibitors may not limit admission to any special group.

SECURITY

LCI will provide security guards in the exhibit area during show hours and will take reasonable precautions to safeguard exhibitors' property. This does not guarantee or insure the exhibitor against loss. After show hours, exhibitors are encouraged to remove any valuable items from the exhibit area. LCI is not liable for any exhibitor's property in its booth.

TAX INFORMATION

All exhibitors must comply with all tax, permit and/or license requirements. LCI will not be held liable for failure to conform. It is the individual's or company's responsibility to comply with all of Boston's customs, laws and regulations, including applicable duty and tax requirements. **Contact the Government of Massachusetts <https://www.mass.gov/topics/taxes> for more information.**

LIABILITY, INDEMNIFICATION & WARRANTIES

By submitting and signing an application for exhibit space, the exhibitor expressly agrees that LCI and the Boston Convention & Exhibition Center and their respective officers, directors, members, employees or agents, shall not be responsible for any loss or damage to goods or property of exhibitor or its employees or agents, and the exhibitor hereby releases the above-referenced parties from any and all claims. The exhibitor also agrees to indemnify and hold harmless each of the above-referenced parties against all claims, losses, damages, injuries, liabilities, suits, judgments, settlements, expenses, attorneys' fees and costs that are incurred by, related to, caused by or otherwise arise from the exhibitor's installation, removal, maintenance, occupancy or use of exhibition premises or on account of any actions, negligent or otherwise, of the exhibitor, or its employees or agents. The exhibitor further releases the above-referenced parties from liability for any expense or any other damage incurred by the exhibitor if the convention is canceled because of a strike, riot, act of God, terrorism, threats of terrorism, a local, state or federal government state of emergency, or any other cause beyond LCI's or the Boston Convention & Exhibition Center's control.

The exhibitor warrants that it is fully authorized and licensed to use (a) the name and/or the portraits or pictures of persons, living or dead, or things; (b) any trademark, or copyrighted or otherwise private material; (c) any testimonials contained in any exhibit prepared by or on behalf of the exhibitor, and the exhibitor further warrants that such exhibit is not libelous, an invasion of privacy, violation of any right or publicity, or otherwise unlawful as to any third party.

The exhibitor agrees to address all complaints, claims and causes of action, of any type of nature, with respect to any product or service offered by the exhibitor at the convention, and that LCI, including its affiliated and related entities, has no duty, obligation or responsibility to address in any manner any complaint, claim, or action that is in any way related to any product or service offered by the exhibitor at the convention.