

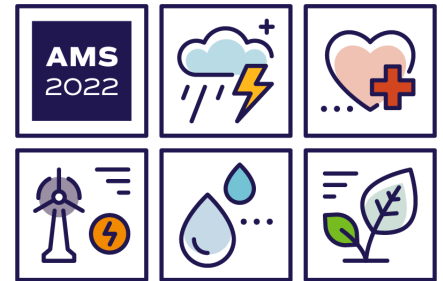
Side Meeting Rules & Regulations

AMS 102nd Annual Meeting

Meeting Dates: 23–27 January 2022, Houston TX

The following rules are intended to enhance the general image of the Meeting, ensure a quality exhibit program for all exhibitors, promote attendance in technical sessions and prevent scheduling conflicts between Official Conference Functions. These rules are included and acknowledged as part of this agreement.

AMERICAN METEOROLOGICAL SOCIETY



102nd ANNUAL MEETING
HOUSTON | 23-27 JANUARY

A. Scheduling of side meetings and/or training sessions: No off-property entertainment, meetings, and/or other activities aimed at the General Attendees (all conference attendees and exhibitors and their personnel) are allowed to be during the exhibit hours, technical sessions, business sessions, Annual Meeting Social Event; or any other AMS sponsored function without prior approval of AMS. AMS is aware that there is a full schedule of events; and will work with all applicants to achieve mutually beneficial schedules. The ratio should be 1v3 trainer to attendee, unless otherwise approved by AMS.

B. Hosting Receptions/Hospitality Suites: The term “Hospitality Suites” shall include any announced or advertised, open room with readily available food, drink, and/or entertainment. Receptions and/or Hospitality suites may not operate during the conference sessions and/or exhibits and may be scheduled to begin at the close of the Conference Sessions or Exhibit Hours (whichever end last). Food, drink and/ or entertainment must cease at 1:00 A.M., when Hospitality Suites are located in sleeping room areas. All are required to inform AMS, in writing, of any planned events including the time and location of the event. Hospitality Suites are not to be used in place of an Exhibit Booth.

C. Deadlines: The Deadline to submit a side meeting room request is 1 October. AMS will provide you with a room assignment in Mid-October. If applicable, you will receive an invoice in mid-October for the room fee(s). This invoice is due within 30 days. If the invoice is not paid within the 30 Days, AMS will confirm the space is still needed. If the space is not needed or not confirmed and paid for, AMS will give the space to the next person on the waiting list.

D. Room Fees and Complimentary rooms: Meeting rooms will be given to exhibitors and sponsors at a discounted rate of \$250 per room per day. For non-exhibitors/non-sponsors the room fee will be \$350 per room per day. One complimentary meeting room will be given to Diamond and Titanium Sponsors, from Sunday-Thursday at the Headquarters Hotel. Tuesday University Night Receptions will receive one complimentary room. Please Note: hotels will not commit side meeting rooms or hospitality suites without prior approval by AMS. All Hospitality Suite and/or Press Conference signs must be located in the exhibitor’s booth and are not permitted in the lobbies of the Convention Center or the Headquarters Hotel lobby.

E. Cancellation Fee Schedule*: You will receive a full refund minus 25% if cancelled after AMS has received payment and before 30 November 2021. You will receive a 50% refund if cancelled between 1 December 2021 and 31 December 2021. No refunds will be given starting 1 January 2022.

**The Cancellation Fee Schedule is subject to change if the Annual Meeting becomes partially or fully virtual. AMS will update all those that submitted a room request should there be any changes.*

F. Force Majeure: Neither party shall be held responsible for delays or non-performance caused by activities or factors beyond its reasonable control, including without limitation, war, weather, pandemics, strikes, lockouts, fires, acts of God, or terrorism or similar occurrence (“force majeure event”). If the Event is cancelled on account of a force majeure event, Exhibitor shall be entitled to a refund of any fees paid to AMS hereunder. Transition to an online or virtual platform shall not be deemed to be cancellation of the Event. AMS in its sole discretion may transition the Event to a virtual exhibition for health or safety considerations, in which case this Agreement (including without limitation fees and refund policy) shall continue in full force.

G. Health and Safety: We are committed to ensuring that the 102nd Annual Meeting allows you to share your products, services, technology and research and connect with attendees in a protective and valuable way. As we consider the potential impact of COVID-19 on our in-person attendance in Houston, we are reviewing all local and national guidelines for health and safety and will adhere to all requirements. We encourage you to visit the 102nd AMS Annual Meeting website often to stay up to date on the latest news and guidelines for participation.

Questions or concerns regarding any of this information should be directed to: Serena Roche, AMS Senior Meetings Coordinator (sroche@ametsoc.org)