



## CODE OF CONDUCT FOR SPPA SPONSORED SHOWS

**Purpose:** Exhibitors and attendees shall observe and abide by reasonable regulations as set forth by SPPA, for efficient, safe and courteous operation of the Show.

1. Exhibitors may not congregate or do business in the aisles.
2. No exhibitor or distributor may conduct himself or herself in a manner offensive to decency or good taste.
3. Exhibitors will not solicit distributors from other booths while business is being conducted between booth supplier and distributor.
4. Exhibitors will not hand out business cards or any literature to an end user with company information that could be followed back to the company. All business, including leads and sample requests, will be conducted through a distributor.
5. Exhibitors and distributors may not do anything detrimental to the success of the show or interfere with the business goals of any of the attendees.
6. Non-exhibiting suppliers may not solicit business on the show floor.
7. At an end-user show, exhibitors may not display anything in their booth that includes net pricing information. All pricing must be coded or retail.
8. Exhibitors should be respectful of the relationship between the end-user and their distributor. Under no circumstance can exhibitors suggest an alternative distributor rep or business.

Any and all matter not specifically covered by the above shall be subject solely to the judgment of the SPPA board.

**Violation of rules and regulations:** If a violation is deemed significant it may be reported to the board in a written statement. Upon further review from the board at the next board session, a decision will be made as to what actions would be necessary. A member who violates any of these rules and regulations is subject to a letter from the board with full details of the infringement. A period of 10 days will be given for a written response from the violator with a full explanation of the actions reported. At this time, the board will determine the severity of the infringement and take necessary steps to insure negative actions are not taken again. The violator will be subject to forfeiture of space for future shows, monetary fine assessments, suspension of membership, and/or suspension from future events.

When they join the association, all SPPA members agree to conduct their business in a professional manner and follow the guidelines as stated above.

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