

# Exhibitor Booth Application



Furnaces North  
America 2024

October 14-16, 2024



***Hilton Hotel & Convention Center  
Columbus, Ohio***

## **FNA 2024 Features**

- One of the Top Convention Cities in America
- Attendees are Decision Makers and BUYERS on Heat Treat Purchases from All Over the World
- Great Booth Package Includes: Lead Retrieval Unit, Table, Chairs, Waste Basket, Trade Show Floor Reception and More.
- Central and Affordable Destination in the Heart of Heat Treating and Manufacturing
- 35 Technical Sessions on the Latest Trends and Developments in Technology, Equipment, and Processes
- 150+ Top Suppliers Exhibiting

## **Who Will Attend:**

- Department Managers
- Division Directors
- Facility Managers
- Production Managers
- Technical Directors
- Systems Superintendents
- Metallurgical Engineers
- Operations Coordinators
- Maintenance Managers
- Quality Control Managers
- Commercial Plant Owners
- General Managers

Produced By



**North America's Only Heat Treat  
Expo & Conference  
Coming October 14-16, 2024**

Media Partner

**Heat  
Treat  
Today**

**Dear Heat Treat Industry Supplier,**

The Metal Treating Institute is excited to announce ***Furnaces North America 2024*** to be hosted at the Hilton Downtown Columbus Hotel & Convention Center, October 14-16, 2024 in Columbus, Ohio. .

**Furnaces North America 2024 is designed with your exhibitor budget in mind. Your package includes:**

- Special Group Rate of \$199 at the Host Hotel, the Hilton Downtown Columbus (rate is good until block is full)
- Basic Booth Package Includes: Booth space, 6' table, 2 chairs, 7"x 44" company sign, waste basket, lead retrieval unit & printer
- Show Floor Reception
- Full Conference Passes (3 for 10x10 booth - 4 for 10x20 booth)
  - *Includes Opening Night Reception, 35 Tech Sessions, Trade Show Entry, Trade Show Floor Reception*
- Unlimited Expo Only Passes for Your Company
- Expo Concludes at 2:30 pm on Last Day (saving you one night's hotel stay)
- Professionally Designed eInvite and FNA Promo Video to Promo Your Booth
- Carpeted Aisles & Exhibitor Only Lounge
- Security at the Exhibit Facility each Night While Exhibit Hall is Closed
- Cleaning of Aisles and Lobby During Show Days
- Company Name in Listing on Official Show Website
- Company Name, Contact Information, and Company Description in Official Show Directory

We encourage you to sign up as an exhibitor today. Space is limited. (see back page for application form).

If you have any questions, please feel free to contact our Show Office at [fna@heattreat.net](mailto:fna@heattreat.net).

Sincerely,



Tom Morrison  
C.E.O. MTI Management  
FNA Show Producer



## **FNA 2024 Schedule**

**October 14-16, 2024**

**Host Hotel**  
**Hilton & Convention**  
**Center**

**Columbus, Ohio**

### **Monday, October 14**

7:00 am—6:00 pm  
6:00 pm—8:00 pm

Exhibitor Move-In  
FNA 2024 Kickoff Reception

### **Tuesday, October 15**

8:00 am—11:15 am  
11:15 am—5:30 pm  
4:00 pm—5:30 pm  
Open Night

Furnaces Technical Sessions  
Furnaces North America Expo  
FNA Show Floor Reception  
See Indy With Customers

### **Wednes., October 16**

8:00 am—10:30 am  
10:30 am—2:30 pm  
2:30 pm—10:00 pm

Furnaces Technical Sessions  
Furnaces North America Expo  
Exhibitor Move-out

# FNA 2024 Rules and Regulations

## Exhibitor Agreement

This contract between Furnaces North America 2024 (Show Management) and the exhibitor is binding and non-transferable. No exhibit space may be shared or sublet. Exhibitors are limited to those companies, organizations, and institutions offering products and services of specified interest to the Exposition attendees. Show Management reserves the right to determine eligibility of any participant in the Exposition.

## Character of Displays

Displays must be informative and educational and are restricted to new and state-of-the-art equipment, support products, and processes directly related to the thermal processing industry. No used equipment may be displayed, promoted, or alluded to in any way. No photographs, drawings, pictures, signs, verbiage, audio/visuals, or graphics in any form will be permitted to promote the sale or purchase of used equipment. All exhibit space is intended to be utilized and displays presented for the contracting company only. Any exhibitor identifying or representing a company other than a contracting company must notify Show Management of its intention to do so at least 3 months in advance of the Exposition and receive written confirmation indicating approval from Show Management. Notification must include drawings of all signage and graphics, and any forms of non-contracting company identification, as well as examples of all materials to be presented. Only the contracting company will be listed in the Official Exposition Program. All Specialty advertising items used as give-aways, must be in good taste and are subject to approval by Show Management. All exhibits must remain intact until the Exposition closes.

## Exhibit Design

Exhibit construction must comply with construction guidelines established by Show Management and published in the Exhibitors Manual. No exhibit or exhibitor's demonstration, video or audio shall be permitted to interfere with a neighboring exhibit. Linear booths will include a standard backdrop of 8 feet high, draped booth dividers 3 feet high, and identification signage (company name, city & booth number). Failure to comply with the Exposition Rules and Regulations for design and construction may result in on-site modifications at the exhibitor's expense or expulsion from the Exposition. If you have any questions on the qualification of a design, you must contact FNA Show Management to receive approval.

## Booth Management

All demonstrations and the dissemination of literature and give-aways must be confined to the exhibitor's booth. Working the aisle or blocking the aisles is not permitted. The distribution of material of any kind to other booths is strictly prohibited. All booth personnel must be appropriately clothed and conduct themselves in a manner acceptable to Show Management. Show Management reserves the right to determine the acceptable sound levels of audio/visual and other sound devices. Exhibitors shall not play any music unless they have secured permission from ASCAP, BMI, or other copyright holders. Exhibitors must keep their booths clean, orderly, and free of rubbish. All exhibitors must remain in position and intact until the Exhibition is closed.

## Utilities

Electricity and internet will be the only utilities available and can be purchased at additional cost using the form in the Exhibitors Manual. All wiring must comply with minimum standards specified by local ordinances.

## Labor/Rigging/Drayage

Where specified, exhibitors must use union labor through the official exhibitor decorator to setup and dismantle exhibits, to uncrate and re-crate exhibit materials, and to deliver materials to and from the loading docks.

## Safety and Fire Laws

Exhibitors must strictly observe all applicable fire and safety laws of the venue. No decoration of flammable materials are permitted. Wiring must comply with local fire district rules. No exhibitor shall bring or permit anyone to bring into or keep anything in the Exposition Hall that will increase the fire hazard of any rate of insurance of the Exposition Hall owner. No exhibitor shall bring in or permit anyone to bring any gasoline, fuels, etc. into the Exposition Hall without Show Management consent.

## Payment Terms

Payment in full is required by April 30 the year of the Expo, or at the time booth is contracted, whichever is later. Failure to comply will result in cancellation of booth assignment.

## Cancellation

Exhibitors who cancel their contract, for any reason, 150 days (5 months) before the Exposition will receive a full refund less \$100 processing fee. All cancellations made less than 150 days (5 months) before the Exposition will forfeit their entire payment pending the resale of their booth. Should their booth be resold, they will receive a 50% refund. All request for cancellation must be made in writing to Show Management.

## Exhibitor Losses

Show Management does not take responsibility for exhibitors' damage or lost shipments coming in or going out of the Exposition. Damage to inadequately packed property is the exhibitors responsibility. If any exhibit fails to arrive, the exhibitor is still responsible for their exhibit space rental. Exhibitors are advised to insure against these rights.

## Liability

Exhibitors agree to obtain and maintain during the use of the exhibition premises, Comprehensive General Liability Insurance covering themselves for property damage and any acts or omissions which cause bodily injury to any person authorized to be attending the show or in the Columbus Convention Center during this meeting. The Metal Treating Institute, it's partners, affiliates, officers, directors, trustees, agents, all Authorized contractors by Metal Treating Institute, Columbus Convention Center, it's Owners and the Metropolitan Government of Columbus, shall be named additional insured's in such policy(s). Metal Treating Institute and Columbus Convention Center agree to claim one another, their respective owners, parent companies, authorized contractors hired by either party, partners, affiliates, officers, directors, trustees and agents in such policy(s) as additional insured thereunder and agree to make all facility Licenses and Certificates of Insurance available for review by any of the parties named above with reasonable advance notice. Exhibitor assumes responsibility and agrees to indemnify, defend, and hold harmless Metal Treating Institute and Columbus Convention Center and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The Exhibitor understands that neither Metal Treating Institute nor Columbus Convention Center maintain insurance covering the Exhibitor's property, and it is the sole responsibility of the Exhibitor to obtain such insurance in order to protect itself.

## Termination of Exposition

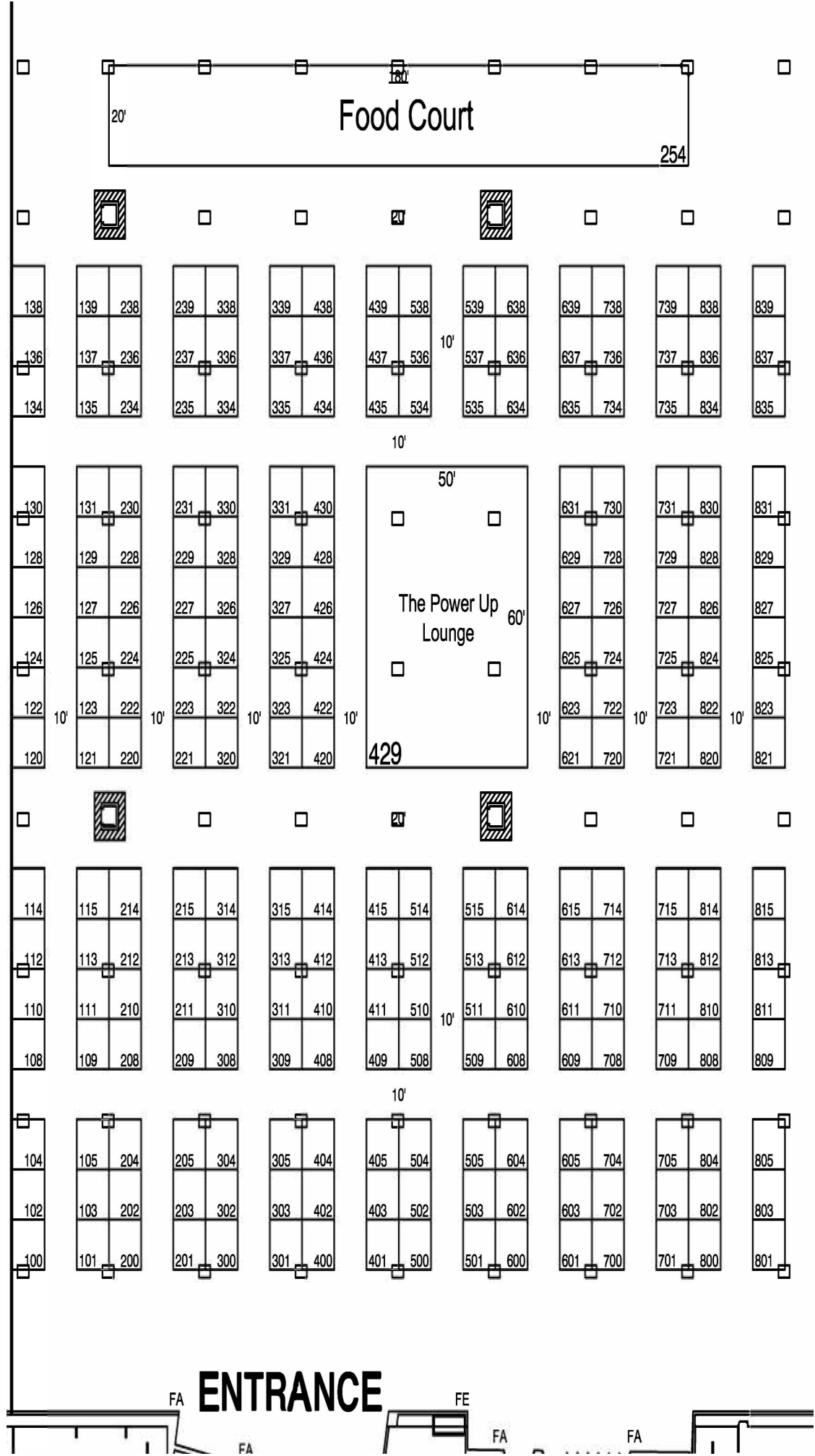
In the event that the premises in which the Exposition is or is to be conducted shall become, in the sole discretion of Show Management, unfit for occupancy, or in the event the holding of the Exposition or the performance of Show Management under the application (of which there Rules and Regulations are a part) are substantially or materially interfered with by virtue of any cause or causes not reasonably within the control of Show Management, said Application and/or the Exposition (or any part thereof), may be terminated by Show Management which shall not be responsible for delays, damage, loss, increased costs, or other unfavorable conditions arising from such causes. Show Management shall not be liable to the exhibitor other than for a prorated refund of such exhibitor's space rental based on the number of exhibit days remaining. For purposes hereof, the phrase: Cause or causes not reasonably within the control of Show Management shall include by way of illustration, but not by way of limitation: fire, casualty, flood, epidemic, earthquake or inclement weather, explosion, or accident; blockage or embargo; governmental restraints; restraints or orders of civil defense of military authorities; act of public enemy, riot or civil disturbance, strike, lockout, boycott, or other labor disturbance; inability to secure sufficient labor, technical or other personnel; failure, impairment, or lack of adequate transportation of facilities, inability to obtain of condemnation, requisition, or commandeering of necessary suppliers of equipment; local, state, or federal law, ordinances, rules, orders, decrees, or regulations, whether legislative, executive, or judicial, and whether constitutional or unconstitutional, or an Act of God.

## Pandemic & Social Distancing Clause

Exhibitor understands that in the event of pandemic or social distancing guidelines by the CDC or other government authorities that forces FNA Show Management to limit the number of booths allowed within the FNA Exhibit Hall, FNA Show Management will use its priority booth placement process to determine the exhibitors who will participate in FNA 2024. If any exhibit booths are cancelled due to social distancing limitations, exhibitor will have the option of receiving a full refund of booth fee or credit their booth fee to the FNA 2024 show.

**Furnaces North America 2024**  
October 14-16, 2024 (Show Days Oct.15-16) • Columbus, OH  
Presented by  
Metal Treating Institute & Heat Treat Today

# 2024 Expo Floor Plan



## **FNA 2024 Booth Cost**

### **10' x 10' Booth**

☐ **\$3,195 Standard Cost**

Includes 10' x 10' booth space, 6-foot draped table, waste basket, two chairs, 7"x 44" company sign, lead retrieval unit, (3) free full-conference passes, unlimited FNA expo-only passes, entry into Trade Show Floor Reception.

☐ **\$2,875 MTI Member Cost**

Must be an Associate Member in good standing. Booth package same as standard booth package listed above.

### **10' x 24' Booth**

☐ **\$5,495 Standard Cost**

Includes 10' x 20' booth space, 6-foot draped table, waste basket, two chairs, 7"x 44" company sign, lead retrieval unit, (4) free full-conference passes, unlimited FNA expo-only passes, entry into Trade Show Floor Reception.

☐ **\$4,945 MTI Member Cost**

Must be an Associate Member in good standing. Booth package same as standard booth package listed above.

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***FNA Exhibit Booths Always have a Booth Waiting List!  
Guarantee Your Booth in 2024 by Submitting Your Booth Form***

### **Application & Contract for Exhibit Space**

Application is hereby made to FNA 2024 for exhibit space at the above referenced event in accordance with the terms and conditions of this application. Show management reserves the right to add, remove, or modify any rules, regulations, or terms herein, event scheduling and/or booth assignments after the contracts have been accepted if deemed necessary for the good of the exposition.

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website: \_\_\_\_\_

Show Contact Signature: \_\_\_\_\_ Name Printed: \_\_\_\_\_

Email Address: \_\_\_\_\_

*By signing this agreement, I understand the terms and conditions in this brochure, agree to the payment schedule below and understand booth placements for any unsold booths are performed starting the first week of January 2024. Failure to pay your outstanding balance by the due dates could result in the loss of your booth selection.*

#### **Payment Schedule:**

- First Payment: Due February 28, 2024
  - Outstanding Balance: Due by April 30, 2024
- (any booth application received after January 1, 2024 must include full payment for booth assignment)*

**Email to:** *fna@heattreat.net*

**Fax Form to:** *904-249-0459*

**Mail Form To:**

**FNA 2024 c/o Metal Treating Institute - 321 Highway 76 - White House, TN 37188**