

National Retail Federation (NRF) is committed to providing a safe, productive and welcoming environment for all Big Show participants. All participants are expected to abide by the NRF Code of Conduct. This policy applies to all NRF programs, including those held outside of the host facility (e.g. Tours, Add-On events).

Unacceptable Behavior is defined as:

- Harassment, intimidation or discrimination in any form.
- Abuse of any attendee, speaker, volunteer, exhibitor, NRF staff member, service provider or other conference guest.
  - Examples of abuse include, but are not limited to, comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion or national origin.

## **EVENT RULES & POLICIES:**

# 1. Badge Usage:

- a. Each attendee must wear the Event badge issued by NRF at all times.
- b. Participants must keep their Event badges visible.
- c. Badge exchange, trading, or selling is prohibited.

#### 2. Access and Conduct:

- a. Access to event areas is limited based on pass type.
- b. Solicitation outside of booth space (suitcasing) is prohibited unless approved by NRF in writing.
- c. Attendees must be at least eighteen (18) years old.
- d. Business casual or traditional attire is recommended.
- e. Electronic devices must be off or set to meeting-mode during educational sessions.
- f. Presentations, postings and messages outside of approved spaces are not permitted without approval from NRF.
  - i. NRF reserves the right to remove such messages and potentially ban sources of those solicitations, including but not limited to flyers.

## 3. Disruptive Behavior:

- a. Disruptive conduct, activities, and related materials are prohibited unless specifically approved by NRF in writing.
- b. Photographing, videotaping, or transmission of the Convention or any part of it is prohibited without NRF's written approval.
- c. Disruption of presentations during sessions, in the expo hall, or at other events organized by the NRF throughout the meeting is not permitted. All participants must comply with the instructions of the moderator and any NRF event staff.
- d. Smoking is prohibited inside the Javits Convention Center.

#### 4. Enforcement:

- a. NRF makes all final decisions on who has access to the Convention.
- b. NRF reserves the right to remove any person from the Event for violating rules or exhibiting objectionable, disorderly, or disruptive conduct.
- c. NRF has the right to confiscate badges of violators.
- d. NRF reserves the right to change rules at any time.

### **REGISTRATION:**

## 5. Processing and Payment:

- a. Registrations will not be processed without FULL PAYMENT.
- b. All registrants must use their own, valid business email address.
- c. Individuals must register under the company they work for.

#### 6. Cancellation and Substitution:

- a. Cancellations must be requested in writing.
- b. Cancellations on or before December 11th, 2024, will receive a 100% refund.
- c. No refunds for cancellations postmarked after December 11th, 2024 (11:59 p.m. EST).
- d. Non-attendance does not constitute cancellation or refund.
- e. All requests for substitutions must be made in writing to <a href="mailto:nrfbigshow@maritz.com">nrfbigshow@maritz.com</a> and cannot be made once a badge has been picked up onsite.

## 7. Lost/Stolen Badges:

- a. Lost or stolen badges are subject to replacement fees.
- b. Replacement fees for lost badges are equal to the original cost of the badge.
- c. Replacement fees for expo passes that were free are \$500.
- d. You can procure a new badge at a Registration Assistance counter.
- e. Replacement fees are nonrefundable.

### **ADDITIONAL POLICIES:**

#### 8. Media Release Waiver

Xfinity is working in the area and As a meeting participant, it is understood that NRF may, at its option, take photographs, videos, or recordings of NRF events, which may include your likeness or participation, and reproduce them in NRF news, educational, or promotional material, whether in print, electronic or other media, including the NRF website (<a href="www.nrf.com">www.nrf.com</a>) By participating in NRF meetings and events, you hereby grant NRF permission to make, use and distribute such items, and waive any rights to seek payment or compensation.

# 9. NRF Event Logo Use

a. Requests regarding the use of NRF event logos must be submitted in writing to Paul Kriebs (KriebsP@NRF.com).

## 10. Industry Partners/Non-Retailers

- a. Non-exhibitors cannot solicit sales or leads on the tradeshow floor.
- b. This policy is in place to protect the interests of exhibitors.

We appreciate your cooperation and adherence to these rules and regulations for NRF 2025 Retail's Big Show!