

2021 Membership Code of Ethics

This must be signed and returned to ensure membership and participation in ACCO sponsored events. You may email a signed Code of Ethics to info@okacco.com or mail to ACCO Attn: Felicity Johnson 429 N.E. 50th Street, Floor 3, Oklahoma City, OK 73105

ACCO is committed to making your Vendor Affiliate Membership a positive experience for you to communicate with the Commissioners and Elected Officials. You, as a Vendor Affiliate, agree to abide by the Code of Ethics as set forth. This Code of Ethical Conduct was created and designed to ensure all interactions between all parties generate successful relationships that benefit the following mentioned entities: The Association, Commissioners, Counties, Vendor Members, and ACCO Staff.

Positive:

- * We encourage everyone to treat each other with mutual respect
- * We welcome suggestions and ideas
- * Appreciation for the participation and sponsorships

Keep It Legal (Including but not limited to):

- * The Association does NOT allow any illegal activities

Consideration (Including but not limited to):

- * The Association will not tolerate disruptive behavior from anyone at an Association sponsored event
- * Inappropriate activities or language against others
- * Intentional acts of defacement, misconduct or misrepresentation

Responsibility (Including but not limited to):

- * You, as a Vendor Member, are liable and responsible for all persons employed and action on behalf of your company
- * Responsibility of actions by any person employed by that company be it verbal or physical will be liable; In the event action should need to take place to rectify the situation, the Association Executive Director will issue repercussions for behavior unbecoming or will discuss the offense with the Executive Board and then issue action in relation to the problem at hand.
- * We, the Association, reserve the right to remove any company for our Vendor membership due to undesirable actions or behavior as a company or as a result of anyone of present employment by your company at the time of an incident.
- * We, the Association, also reserve the right to request a conference with Executives or Owners from any vendor member company to discuss issues that are a direct result of negative behavior, conduct or incidents from a vendor affiliate employee's actions.

Signature of Representative: _____ Date: _____

Printed Name: _____ Company: _____

2021 Exhibitor Release of Liability Form and Outside Equipment Indemnity and Hold Harmless Agreement

Must be signed and returned to participate in 2021 ACCO Conferences

**You may email signed form to info@okacco.com or mail to ACCO Attn: Felicity Johnson
429 N.E. 50th Street, Floor 3, Oklahoma City, OK 73105**

_____ (herein "exhibitor")

Company name

Shall be fully responsible to pay for any and all damages to property owned by the Embassy Suites (herein "hotel"), its owners or managers which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless the Hotel and each of its respective affiliates and their officers, directors, partners, agents, members, managers and employees (collectively, the "Hotel indemnified parties") from and against any and all demands, claims damages to persons or property, losses and liabilities, including responsible attorneys' fees (collectively "Claims") arising out of or caused by the Exhibitors or its members: agent's, employees, independents contractors negligence in connection with use of Hotel property, except to the extent and percentage attributable to the negligence of the Hotel indemnified parties.

Exhibitor's liability shall include all losses, costs, damages or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of Exhibitor's occupancy and/or use of the exhibition premises, the Hotel or any part thereof. The Exhibitor understand that the Hotel does not maintain insurance covering the Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain such insurance.

The Vendor agrees that it will fully indemnify, hold harmless and defend the Association of County Commissioners of Oklahoma ("ACCO") and its insurer, from any and all liability for claims (including contribution or indemnification claims) and/or lawsuits by anyone resulting from or relating to the Vendor's delivery, demonstration and/or use (in any manner) of road equipment, tractors, graders, semis, trailers, etc. (i.e., any type of equipment the Vendor can possibly bring to an ACCO conference) at any ACCO conference. This indemnity and hold harmless agreement includes claims of any type, including claims for bodily injury and property damage. Simply stated, the Vendor is solely responsible for any damage and/or claims that arise from its use of equipment (of any kind) at any ACCO conference

Company Representative _____

Print

Signature

Company _____ Date _____