



# Bay Area SCIENCE FESTIVAL

10.17.2026

## Exhibitor Terms and Conditions

- Event load-in begins at 8 am on the day of the event or when specified by our event team.
- All exhibits must be set up and ready no later than 10:30 am.
- Event strike begins at 4 pm. Exhibitors are expected to stay until the end of the event.
- All exhibits must be taken down and removed by 6 pm.
- Qualified Exhibitor personnel must be present at the exhibit at all times during the hours of 10:30am - 4 pm.
- Materials related to the exhibit, organization or club may be distributed to those interested, but refrain from leaving flyers unattended or placing them outside of the booth.
- Please notify the Festival team if the approved exhibit changes in any significant manner.
- All exhibit content must be suitable for a family audience.
- The Bay Area Science Festival does not allow the selling of merchandise.
- No exhibit materials should infringe on any copyright, trademark, patent or other third party right.
- The approved exhibit must be operated by the applying organization. No booths are to be subcontracted, assigned or transferred to a third party.
- The University of California San Francisco, as the organizing entity of the Bay Area Science Festival, reserves the right to allow commercial sound, video recording, and photography by themselves and their sponsors. This material will be used to promote and market both the BASF and their sponsor organizations.
- Exhibitors agree to indemnify and hold harmless the University of California San Francisco as the organizing body of the Bay Area Science Festival, its planners, sponsors, partner organizations and agents from and against any and all claims, losses, damage, injury and liability arising out of or in relation to Exhibitors participation in and attendance at the Bay Area science Festival to the fullest extent of applicable law.



[BayAreaScienceFestival.org](http://BayAreaScienceFestival.org)

Organized by:

**UCSF** Science and Health  
Education Partnership

## Terms and Conditions - continued

- The University of California San Francisco, as organizing entity of the Bay Area Science Festival, reserves the right to cancel without damages or other liability for lack of performance due to acts of God, war, terrorist act, government regulations, riot, disasters, strikes or other circumstances outside of the Bay Area Science Festival's control, any one of which makes the event impossible.
- Exhibitor agrees to carry any required insurance.

## Exhibit Regulations

- Exhibitors may not bring pets. Animals that are being used as part of an instructional exhibit and certified service animals are the only exceptions.
- Under no circumstances may the signage at the facilities be covered, blocked, or altered. Fastening exhibit signage to existing signage areas is prohibited.
- Helium filled balloons may not be distributed.
- Glitter and confetti are not permitted.
- No food, drink, or alcohol can be sold.
- Fire lanes and building doors must not be covered or blocked and must allocate a six-foot space for emergency exits. Doors are prohibited from being propped open
- Set-up for each exhibit is confined within the designated exhibit space.
- Exhibitors must remain in designated event locations.
- Entering unauthorized locations is prohibited.
- If you are plugging in any type of appliance or device, please confirm that it complies with the Uniform Fire Code of the County.
- Decorations and exhibit construction must conform to any and all fire regulations. All materials used must be flameproof.



## Exhibit Regulations - continued



### Safety

- Please note, for everyone's safety, exhibitors(s) bags and articles entering the facilities may be subject to inspection by Security prior to admittance and any other time as warranted without prior notice while on the premises.
- The UCSF campus is entirely smoke-free. Smoking or vaping is not permitted on any of the premises.

### Waste

- Exhibitors will be responsible for disposing of any trash in the designated receptacles. All unnecessary cardboard must be broken down and disposed of properly.
- Exhibitors are responsible for the removal of crates, pallets, and any other packing materials prior to the start of the event.
- The depositing of ice or any liquids on the grass, trees, or other landscaping is prohibited.
- The depositing of any liquid into the drains is prohibited. Any liquid waste must be pre-approved and properly disposed according to site regulations.

### Conduct

- Exhibitors shall not discriminate against any person, or directly or indirectly display, circulate, publicize or mail any advertisement, notice or communication which states or implies that service shall be refused or restricted because of sex, race, color, religion, ancestry, national origin or disability.
- Exhibitors shall not threaten, intimidate or harass, behave in an overtly discourteous, abusive or disrespectful manner towards any event staff and/or guests.
- Stealing, unauthorized removal, use, loss, damage or destruction of property belonging to the Bay Area Science Festival or UCSF, its guests or employees is strictly prohibited.
- Exhibitors shall not consume alcohol, use marijuana, tobacco or illegal narcotics at any time. The Bay Area Science Festival reserves the right to restrict, close and/or remove any Exhibitor at any time due to failure of meeting the policies and procedures.

THE BAY AREA SCIENCE FESTIVAL will:

- Provide logistical needs as agreed upon.
- Secure appropriate event necessities such as Police and Fire, parking and transportation, signage, trash and recycling, first aid, and security.
- Promote the Bay Area Science Festival prior to and the day of the event through marketing pieces, press releases, collaborator network, and social networking sites.

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**I really love that Discovery Day gives scientists the opportunity to engage with the community in a way that a lot of other events do not”**