

NADITA Conference Guidelines / Policies

Competitive Guidance

- Dealers, business partners, or Caterpillar may be considered competitors for purposes of antitrust / competition laws.
- Competitors must make independent business decisions and must not share competitively sensitive information
- We will not hesitate to make remedial action during the meeting (e.g., stop discussions, end meeting) should inappropriate topics arrive
- We will keep minutes of the meeting to reflect who attended and what topics were discussed

Topics to avoid

Topics that would be inappropriate among competitors will not be discussed at this meeting, including but not limited to:

- Prices, price ranges, minimum/maximum resale prices or price formulas related to products or service
- Margins, discounts, or promotional benefits
- Credit terms or financing
- Agreements to limit production, reduce capacity, reduce inventories, buy up surplus, set sales quotas or discontinue certain products
- Agreement on common practices for the purpose of reducing or eliminating competition
- Whether to do business with a third party (e.g., supplier, representative, etc.) or influence others to stay away from third parties
- Bid rigging – agreement to submit “no bid”, submit artificially inflated bids or rotate bids

General Conference Guidelines

- Conference registration is required for all attendees
- Agreement to follow policies and guidelines set out in this document is required for conference registration
- All attendees are responsible for their choices and behavior regarding the consumption of alcohol at the conference. Attendees are expected to always act appropriately and professionally.
- Smoking and tobacco products are only allowed in designated smoking areas. Please refrain from smoking near any exterior doorway where other guest may be walking. Tobacco product use is prohibited in any conference rooms, lobby, pool or in the expo areas.

Dealer Attendees

- Registration is REQUIRED for each session you plan to attend.
- Pre-register and attend the session you register for---you are securing a seat that someone else may want in that session
- Have a story or experience and be willing to share that story
- Listen and provide input but don't dominate the room---let others share
- Keep the conversation constructive and on topic
- Moderators will guide the conversation with key topics but don't be afraid to ask questions and spur discussion

- Be early and expect to have your confirmation of registration validated on session entry.
- Follow all Information sharing policies for your company and business partners

Business Partners

- Business Partners will follow the same guidelines and expectations as given to the Dealer attendees
- Dealer attendees have registration priority for sessions where possible.
- Business partners are welcome to attend any session not marked 'Closed' on the agenda
- During the session, business partners are encouraged to provide their expertise and experiences.
- At no point, should the discussion turn into a 'sales' pitch for a product or service.
- Business Partners should not use this process to build a list of future customers—those conversations should be reserved for the Business Partner Expo or private, one-on-one discussions

Badges

- ***Must be worn at all times*** in the Conference Sessions and during breakfast, lunch, breaks, receptions, and Business Partner Expo Fair.
- **ONLY CAT AND CAT DEALER PERSONEL WILL BE ALLOWED IN CLOSED CAT SESSIONS.**

Business Partner's Prizes / Gifts

- As part NADITA, business partners may provide gifts / prizes to attendees. If the monetary value of these prizes or gifts conflicts with your companies' policies, we ask that you do not accept the prize/gift.

NADITA participation gifts / awards

- As part of NADITA, there may be prizes awarded for participation, gifts for attendance, or prizes at the golf outing at or after the conference. If the monetary value of these prizes conflict with your company's policies, we ask that you do not accept the prize/gift.