

# Hilton Hotel, Chicago Illinois, USA

Sponsored by the IEEE Ultrasonics, Ferroelectrics & Frequency Control Society

# An Invitation to Exhibit

The 2014 IEEE International Ultrasonics Symposium (IUS) constitutes one of the leading international technical conferences for research, development and applications of Ultrasound. The conference appeals to an especially wide range of interest groups and an international attendance of 1200 or more is anticipated.

The 2014 Symposium also includes an exhibition area that will allow all of the conference participants and exhibitors the opportunity to interact both technically and socially.

We expect about 30 vendors displaying products covering a wide range of instruments, materials and technology to be exhibiting this year. To promote interaction the exhibit area will also be the location of the session coffee breaks and the Exhibitors' Reception.

Below is the exhibit prospectus containing the details of reserving an exhibit booth for the conference. We encourage exhibitors to make reservations early as the space will be limited. Please send questions and inquiries to:

Jafar Saniie Conference General Chair <u>sansonic@ece.iit.edu</u> Lawrence W. (Larry) Kessler Exhibits Chair Ikessler@sonoscan.com

Website: http://ewh.ieee.org/conf/ius 2014/



IEEE ULTRASONICS, FERROELECTRICS, AND FREQUENCY CONTROL SOCIETY



# **EXHIBIT HOURS AND DETAILS**

## Booth Move-In / Set-Up

Move-In: Tuesday, September 2, between 9:00AM and 3:00 PM Set-Up: Wednesday, September 3, between 1:00PM and 7:00PM

## Exhibits Open

Thursday, September 4:	8:00AM to 5:00PM
Friday. September 5:	8:00AM to 5:00PM
Saturday, September 6:	8:00AM to 3:30 PM

# Exhibitor Sponsored Reception

To Be Announced

ALL coffee breaks and snacks will be held in the exhibit hall as will the Poster Sessions.

# **EXHIBIT SPACE**

## **Fees**

- \$2,500.00 per booth providing at least a 50% deposit is received <u>before February 28, 2014.</u> Exhibitors committing on or before February 28 will be advertised on the conference web site with hyperlink to the company web page.
- \$3,000.00 per booth if the 50% deposit is received on or after March 1.
- Balance is due before: July 1,2014

## No refunds will be permitted after July 1, 2014

Each booth includes the following:

- Carpeting and 10 foot wide back drape
- 3 foot high draped side rails
- Sign with company name
- One (1) 6' x 2' draped table and two (2) chairs
- One (1) 500 watt 120 VAC electrical outlet
- Conference attendee list (all registrants)
- The Exhibit price includes **ONE full conference registration** including IUS reception, Banquet Dinner, and the privilege to attend technical sessions at no extra charge.
- \$250.00 per person for additional staff and this includes refreshments for coffee breaks, IUS reception and banquet dinner only. Attending technical sessions requires a regular registration.

**NOTE:** Floor load limit is 125 lbs. per square foot.

# 2014 IEEE International Ultrasonics Symposium (IUS)

# 3-6 September 2014 Hilton Hotel, Chicago, Illinois USA

# **Exhibitor Application Form**

Application is hereby made to 2014 IEEE International Ultrasonics Symposium (hereinafter termed "Exhibit Management") for exhibit space at the above named conference. This Application, when accepted by Exhibit Management, together with the Exhibition Rules and Regulations as listed on the following pages, will constitute your contract with Exhibit Management for exhibit space, as indicated by the Exhibit Chair's signature on this Application or acknowledgment by email.

Firm Name				
Ву	_ Title			
Address				
City	_ State			
ZipCountry and Postal C	ode			
Telephone	Fax			
Email	Web Site			
We will require: Air PSI Water (Not included in booth price)	Vents Gases			
We plan to exhibit (describe products or Co	mpany specialties in 50 words or less):			
<b>NOTE:</b> Your description will be included in	the exhibit program.			
Name of exhibitor who will be working in your	booth (needed to obtain one free exhibitor's badge).			

Additional persons must register through the Symposium Registration guidelines.

## Fees:

- \$2,500.00 if contract and 50% deposit received before 28 February 2014.
- \$3,000.00 if the contract and 50% deposit is received on or after 1 March 2014.
- Balance Due: July 1, 2014
- No refunds after July 1, 2014 •
- Billing and Schedule of Payments:
  - Fifty Percent (50%) Deposit Due with Contract \$ \_\_\_\_\_\_
  - Balance due July 1, 2014.
  - Check Enclosed: \$
  - or Visa/MasterCard/American Express/Money Orders Only
  - Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_
  - Billing Address \_\_\_\_\_\_
  - Signature \_\_\_\_\_\_

# Installation and Dismantling of Exhibits

## Exhibit Move-In / Set-Up

Tuesday, September 2, 2014: Exhibit move-in date between 9:00 AM and 3:00 PM. Exhibit set-up begins at 1PM Wednesday, September 3, 2014. Exhibitors agree to exert every reasonable effort to have displays completely installed by 7PM that day.

## Exhibits Open

Thursday, September 4:	8:00am to 5:00pm
Friday, September 5:	8:00am to 5:00pm
Saturday, September 6:	8:00am to 3:30 PM
Vendors' Reception:	To Be Announced

## **Exhibit Dismantle**

Partial or complete dismantling of displays before the official closing of the Exhibition at 3:30PM on Saturday, September 6, is expressly prohibited. All displays must be dismantled promptly after the last Coffee Break and Poster Session. Exhibits must be clear of the hall by 6:00PM on Saturday, September 6, 2014.

I agree to comply with the EXHIBITION RULES & REGULATIONS listed on the following pages.

\_\_\_\_\_, Date\_\_\_\_\_\_ (Authorized Signature) E-mail: \_\_\_\_\_\_ \_\_\_\_Tel #: \_\_\_\_\_ By \_\_\_

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			_

Title \_\_\_\_

Please be sure your completed application has been signed in the space provided above.

# PLEASE SIGN AND RETURN THIS CONTRACT WITH PAYMENT TO:

iusinfo@yesevents.com 1700 Reisterstown Road, Suite 236 Pikesville, MD 21208 tshaffer@yesevents.com Fax: 410.559.2217 Tel: 410.559.2236

Upon assignment of space, a signed copy of this contract will be returned to you or you will be notified by email of acceptance. We hereby accept the above Application.

# **EXHIBITION RULES AND REGULATIONS**

#### **Exhibit Space Assignment and Allocations**

It is understood that Exhibit Management reserves the right, in the interests of optimum traffic control and exhibit exposure, to relocate those exhibits which may be affected by a change in the floor plan. Such change would not be made unless deemed absolutely necessary. Exhibit Management also agrees to advise exhibitors and service contractors if such change is necessary. Exhibit Management determination with respect to assignment of exhibit space is to be binding on all parties.

### Allocations and Cost

The cost of individual exhibits is indicated on the contract. Exhibit management will assign exhibits according to the date the application was received and to applicant's sequence of choices, in the event applicant's choices of exhibit spaces is not available. Exhibit management will assign other space, with the understanding that applicant may accept or refuse in writing this assignment, immediately afterward. If desired, the applicant may provide Exhibit Management will a list of competitors whose assignment should not be near that of the applicant. Exhibit Management will observe such requests, within the bounds of reason.

### Exhibitors

Exhibits will be limited to those companies or other entities offering materials, products, or services of specific interest to registrants. Exhibit Management reserves the right to determine the eligibility of any product for display. Exhibiting manufacturer's representatives and/or distributors must list their participating principals as the exhibitors of record. Representation of more than two principals per single booth (8' X 10') is expressly prohibited.

#### Admission

Exhibits will be open free of charge to all exhibitors (1 representative per booth) and conference registrants. For additional booth staff and those who wish to attend the Exhibits only, there will be a \$50 charge. Exhibit Management reserves the right to refuse admission to any person(s) including children of exhibitors and visitors, in the interest of safety and welfare of those persons and the exhibitors.

#### Personnel and Attire

Exhibit Management reserves the right to determine whether the character and/or attire of booth personnel is acceptable and in keeping with the best interests of exhibitors and the exhibition. Further, exhibitors expressly agree that they and their personnel will not entertain in the private rooms in the official hotel during business hours of the conference and exhibition.

#### **Employment Exhibits**

Exhibits for the purpose of soliciting prospective employees, or employee-recruiting activity of any kind is specifically prohibited.

#### **Exhibits and Appliances**

Common sense governs the kind of exhibits permitted at the Exhibition. Attractive, informative and attention-getting exhibitions are encouraged. Exhibition dimensions shall generally conform to exhibit practices of the country in which the Exhibition is held, and specific dimensions and restrictions shall be specified in the Official Exhibitors' Kit supplied by Exhibit Management. In no event however, shall any exhibit interfere with any neighboring exhibit in the judgment of Exhibit Management. The exhibitor shall not display in his exhibit any products not described on the Application for exhibit space.

#### Labor

Exhibitors must employ union labor where required. Union labor, if required, will be made available.

### Sound Level and Odors

Mechanical or electrical devices, which produce sound and/or objectionable odors, must be operated so as not to prove disturbing to other exhibitors. Exhibit Management reserves the right to determine the acceptable sound level and odors in all such instances.

## **Electrical and Decoration Services**

Electrical wiring or power and decorator services are available only through the Official Electrician (as designated by Exhibit Management) and the Official Decorator (as designated by Exhibit Management). Further information will be issued later.

## **Electrical Fittings and Electricity Supply**

Lighting, lighting mains, power plugs, power mains and motors are available at charges listed in the exhibitor kit. The exhibitor may provide his own electrical fittings, and they shall be installed by the Official Contractors (as designated by Exhibit Management) at reasonable charges, an estimate of which shall be given to the exhibitor beforehand.

### Photography

The photographic rights for the Exhibition are reserved to Exhibit Management, and photography in the Exhibition required by exhibitors can be farmed out at moderate charges by the Official Photographers (as designated by Exhibit Management) if desired. Exhibitors wishing to make their own arrangement for the photographing of their exhibit must apply to the Exhibit Management, whose permission shall not be unreasonably withheld.

### **Exhibit Cleaning**

Exhibitors must make arrangements for their exhibit to be kept clean and free from accumulated rubbish to the satisfaction of Exhibit Management. All materials for disposal of waste must be deposited in the gangway for clearance before the Exhibition opens.

#### **Advertising Matter**

The Exhibitor may, at his discretion, distribute handbills or other printed advertising matter from his exhibit. In the event of any complaint resulting from such distribution, the matter shall be referred to Exhibit Management for disposition.

#### Cancellations

It is agreed that in event of cancellation, Exhibit Management shall have the right to retain as a cancellation fee all amounts then paid by exhibitor (and due from him) up to the time of cancellation pursuant to the "Billing and Schedule of Payments" section of the Application for Exhibit Space.

#### **Shell Scheme or Rental Display Cancellations**

In the event of a cancellation for the construction of a shell scheme structure or rental display, full refund of any monies paid for such construction shall be made, provided the cancellation is filed with Exhibit Management at least ten (10) business days prior to the first day of the Exhibition.

#### **Exhibitors Management Responsibility**

Exhibit Management agrees to render reasonable assistance to exhibitors, to keep them informed, to provide them with available promotional material for their own use, including complimentary exhibit passes, to present a technically competent program of events, and to promote attendance of the Exhibition through accepted means of advertising, public relations, publicity, direct mail, etc. Each exhibitor will receive application blanks for exhibitor badges for his own qualified personnel in attendance at the exhibit.

## Liability

Exhibit Management and all organizations and individuals who are employed by or associated with it in connection with this Exhibition will not be responsible and shall be held harmless by all exhibitors for damage or loss resulting from fire, theft or any other cause whatsoever, including accident or injury to exhibitors, their employees and agents, the public and others. The exhibitor agrees to pay promptly for any and all damages to the exhibition building or its equipment incurred through carelessness or otherwise of exhibitor or his employees or agents.

### **Electrical Safety**

All wiring on displays or display features must conform to the minimum standards established by various governmental agencies and standard fire inspection ordinances. All display wiring must exhibit the seal and or such other seals of official approving agencies as may be required at the site of the exhibition.

#### Safety and Fire Laws

Exhibitors must strictly observe all applicable fire and safety laws of the venue. Cloth decorations must be flameproof. Wiring must comply with local Fire Department and Underwriters' Rules. Smoking in exhibits is forbidden. Crowding will be restricted. Exhibits may not block aisles and fire exits. No decorations of paper, pine boughs, leafy decorations or tree branches are allowed. Acetate and most rayon drapes are not flameproof, and may be prohibited. No storage behind exhibits is provided or permitted.

#### Losses

Exhibit Management cannot take responsibility for damage to exhibitor's property or lost shipments either coming in or going out nor for moving costs. Damage to inadequately packed property is exhibitor's own responsibility. If exhibit fails to arrive, exhibitor is nevertheless responsible for exhibit space rental. Exhibitors are advised to insure against these risks.

### **Termination and Exhibition**

In the event that the premises in which the Exhibition is or is to be conducted shall become, in the sole discretion of Exhibit Management, unfit for occupancy, or in the event the holding of the Exhibition or the performance of Exhibit Management under the application (of which these 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 Exhibit Management, said Application and/or the Exhibition or any part thereof, may be terminated by Exhibit Management. Exhibit Management shall not be responsible for delays, damage, loss, increased costs or other unfavorable conditions arising by virtue of cause or causes not reasonably within the control of Exhibition (or any part thereof) as aforesaid, then Exhibit Management shall not be liable to the exhibitor other than for a prorated refund of such exhibitor's space price payment determined on the basis of the number of exhibit days remaining. For purposes hereof, the phrase "cause or causes not reasonably within the control of Exhibit Management " shall include, but not by way of limitation, fire casualty, flood, epidemic, earthquake, explosion or accident, blockade, embargo, inclement weather, government restraints, restraints or orders of civil defense or military authorities, act of public enemy, not of civil disturbance, strike, lockout, boycott or other labor disturbances, inability to secure sufficient labor, technical or other personnel failure, impairment or lack of adequate transportation facilities, inability to obtain or condemnation, requisition or commandeering of necessary supplies of equipment, local, state or Federal law, ordinances, rule, order, decree or regulation, whether legislative, executive or judicial and whether constitutional or unconstitutional, or Act of God.

## **Rejected Displays**

The exhibitor agrees that his exhibit shall be admitted herein and shall remain from day to day solely in strict compliance with the rules and regulations herein laid down. Exhibit Management reserves the right to reject, eject or prohibit any exhibit in whole or in part, or any exhibitor or his representatives with or without giving cause. If cause is not given, liability shall not exceed the return to the exhibitor of the amount of the exhibit space price unearned based on the number of days of the exhibit remaining at the time of ejection. If an exhibit or exhibitor is rejected for violation of these rules and regulations or for any other stated reason, no return of exhibit space shall be made.

#### Insurance

Exhibitors are advised to see that their regular company insurance includes extraterritorial coverage, that they have their own theft, public liability and property damage insurance. Exhibit Management and all organizations and individuals who are employed by or associated with it in connection with the Exhibition will not be responsible for injury or damage that may occur to an exhibitor or his employees or agents nor to the safety of any exhibit or other property against robbery, fire, accident or any other destructive causes.

#### **Right of Possession**

During the term of this agreement and so long as the property of the contracted exhibitor is on the premises of the exhibition site or its vicinity, the IUS shall have the right of possession to all goods, wares and merchandise on exhibition. Such right to possession shall be superior to that of any person other than the contracted exhibitor.

### Sub-Leasing

Exhibitors may not permit other manufacturers to use their space or any part thereof, without express written permission of Exhibit Management.

### **Responsibility Clause**

Exhibitor assumes responsibility and agrees to indemnify and defend the IUS and the Hotel 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 the IUS nor the Hotel maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.