

SPONSOR & EXHIBITOR PROSPECTUS

2018 IEEE PHOTONICS CONFERENCE

30 SEPTEMBER - 4 OCTOBER | RESTON, VA, USA

The IEEE Photonics Conference, previously known as the IEEE LEOS Annual Meeting, offers technical presentations by the world's leading scientists and engineers in the areas of lasers, optoelectronics, optical fiber networks, and associated lightwave technologies and applications. It also features compelling plenary talks on the industry's most important issues, weekend events aimed at students and young photonics professionals, and a manufacturer's exhibition.

More than 500 people from industry, academia and government gather for IEEE Photonics Conference, to a part of the latest results on technologies and applications where quantum electronic devices involving light are key elements, including: Biophotonics, Displays and Lighting, High Power / Intensity Sources, Microwave Photonics, Nanophotonics, Non-Linear and Ultrafast Optics, Optical Communications, Optical Fiber Technology, Optical Interconnects, Optical Networks and Systems, Photodetectors, Sensors, Systems and Imaging, Photonic Integration and Packaging, Photonic Materials Science and Technology, Semiconductor Lasers.

General Chair: Amr Helmy, University of Toronto

Members-at-Large: Nikola Alic, University of California San Diego; Zetian Mi, University of Michigan

Program Chair: Carmen Menoni, Colorado State University

REACH THIS TARGETED AUDIENCE: EXHIBIT AT IPC 2018

Exhibits Manager, Megan Figueroa, m.figueroa@ieee.org (+1 732-562-3870)

www.IEEE-IPC.org



EXHIBITION SCHEDULE

Exhibitor Move In	Sunday 30 September	1:00pm
Exhibit Hours	Monday, 1 October	9:00am - 4:00pm
Exhibit Hours	Tuesday, 2 October	9:00am - 4:00pm
Exhibit Hours	Wednesday, 3 October	9:00am - 4:00pm
Exhibit Hours	Thursday, 4 October	9:00am - 12:00pm
Exhibitor Move Out	Thursday, 4 October	12:00pm

EXHIBITOR AND SPONSOR PACKAGES

IPC 2018 offers the following exhibitor and sponsor packages:

	Booth Only	Bronze Level	Silver Level	Gold Level
Full Conference Registration(s)	1	1	2	3
One 6' table, draped, 2 chairs, wastebasket, identification sign	✓	✓	✓	✓
Company logo, contact information and weblink on conference website	✓	✓	✓	✓
Listed as exhibitor on printed materials	✓	✓	✓	✓
Listed as sponsor on website and printed materials		✓	✓	✓
Additional booth staff badge(s)		1	1	2
Company logo listed on conference signage		✓	✓	✓
One-page ad inserted in conference bag			✓	✓
Pamphlet ad inserted in conference bag				✓
	\$1,500	\$2,500	\$5,000	\$7,500

ADDITIONAL SPONSORSHIP OPPORTUNITIES (NON-EXCLUSIVE)

Your company will be recognized on signage onsite at the specific event you sponsor.

- Lanyard (\$3,000) *exclusive sponsorship and production included
- WIFI Sponsor (\$2,500)
- Welcome Reception Sponsor (\$5,000)
- Coffee Break Sponsor (\$2,500)
- Breakfast (\$3,000)
- One Page Ad in the Conference Bag (\$1,000) *production not included

For sponsorship details and/or to become an exhibitor, develop a custom package at 2018 IPC, please email the exhibits manager, Megan Figueroa, m.figueroa@ieee.org (+1 732-562-3895)

EXHIBIT SPACE / SPONSOR APPLICATION / CONTRACT

1. Please read this contract carefully and print or type all information requested.

2. Complete, sign and send to: **IEEE Photonics Society**
445 Hoes Lane, Piscataway, NJ 08854
USA

TEL +1 732-562-3895
m.figueroa@ieee.org

Booth license charge is \$1,500 per 6' tablespace. Additional booth badges are \$100. Make checks payable to: IEEE/IPC2018 * Prices in US Dollars.

Sponsorship: Exhibit Booth Only \$1,500 Bronze \$2,500 Silver \$5,000 Gold \$7,500

Additional Sponsorship _____

COMPANY INFORMATION

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____ Country _____

Telephone _____ Web Address _____

I have read and agree to the terms and conditions of this contract.

Signature _____ Date _____

Print Name _____ Title _____

CONTACT INFORMATION (will be advertised in the conference program; you will be contacted for your company description)

Contact Name _____ Email Address _____

Telephone _____ Fax _____

Mailing Address *(if different from above)* _____

ADDITIONAL BOOTH STAFF (additional booth staff are \$100 per person)

Contact Name _____ Email Address _____

Contact Name _____ Email Address _____

Contact Name _____ Email Address _____

PAYMENT INFORMATION

Check Credit Card Wire Transfer

Please contact Cheryl Scott at c.c.scott@ieee.org for complete payment detail information. All payment information will be kept strictly confidential. Credit card payment will be used only once and destroyed after processing.

TERMS & CONDITIONS

1. Contract

This application, properly executed by Applicant (Exhibitor) shall upon written acceptance and notification of booths assigned by the 2018 IEEE Photonics Conference management constitute a valid and binding contract.

2. Assignment of Space

Assignment of space to exhibitors and those making application will be made in the order of date and time received. 2018 IEEE Photonics Conference will continue to receive applications and assign space, as it remains available, until shortly before the show opening date. In all cases, total booth payments must be received prior to show opening. 2018 IEEE Photonics Conference management reserves the right to reassign Exhibitor space in order to modify floor plan for overall benefit of the show.

3. Exhibit Rental Space Rate

Exhibit space rental includes materials and services described herein. Show price per 6' table top space contracted at \$1,500.00

- 1 - full conference registration
- 1 - 6' table, draped
- 2 - chairs
- 1 - wastebasket
- Exhibitor identification sign
- Company logo, contact information, and weblink on the IPC website
- Listed as exhibitor on printed materials

4. Payment Requirements & Cancellation Charges

Payment in full is required with submission of contract application. All cancellations must be made in writing prior to August 29, 2018. Refunds requested after August 29, 2018 cannot be guaranteed.

5. Exhibit Hours

A representative should man exhibit space during all times when Exhibition is officially open. Exhibit space must be maintained in a neat and orderly manner throughout the Exhibition. Exhibitors are responsible for removal of all materials used in their display. For specific hours of the exhibit, please refer to the exhibit schedule listed in the Exhibitor Prospectus and the conference website.

6. Losses or Damage

Exhibitor agrees that 2018 IEEE Photonics Conference shall not be liable for any damage or liability of any kind or for any loss, damage or injury to persons or property during the term of this agreement, from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space by Exhibitor or any person thereon with the consent of Exhibitor, and that Exhibitor will defend, indemnify and save harmless, 2018 IEEE Photonics Conference from all liability whatsoever, on account of any such damage, or injury, whether or not caused by negligence of or breach of an obligation by Exhibitor or its employees or representatives. Exhibitor will be liable for all damages, or liability of any kind or for any loss, damage or injury to persons or any property during the show from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space.

7. Exhibitor Registration

Each exhibiting company will receive one complimentary full conference registration for each booth rental, including a conference Final Program, Proceedings and access to all technical sessions and social events. Additional Exhibit Booth Staff badges are \$100 USD. The exhibit booth staff will have access to the exhibit area only.

8. Electricity

Any electrical needs for your exhibit booth will be the financial responsibility of each individual exhibitor.

9. Compliance

The Exhibitor assumes all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, State and federal governing bodies concerning fire, safety and health, together with the rules and regulations of the operators and/or owners of the property wherein the Show is held.

10. Policy

It is further agreed that the Exhibitor will abide by and comply with rules and regulations concerning local customs that may apply, having agreements with the Show Facility or with authorized contractors employed by 2018 IEEE Photonics Conference.