



SPONSOR & EXHIBITOR PROSPECTUS

The Annual Conference of the
IEEE Photonics Society

IPC

2023 IEEE PHOTONICS CONFERENCE

12-16 November 2023

As the IEEE Photonics Society's flagship meeting, the IEEE Photonics Conference's topics cover vast technical areas within the photonics community and the interests of our members. Attendees will be able to participate in Plenary Sessions, Invited Talks, Panel Discussions, Tutorial Sessions, Special Symposia and the Industry Day programming, across the conference's topical areas.

It also features events aimed at students and young professionals, including the Mentor Match program. In addition to the exhibition, there are many industry focused events that include a full day of industry-related programming, a career fair, and the presentation of the Photonics Society's Industry Achievement Award.

To secure your space, contact:
Matthew Ramandi, m.ramandi@ieee.org

www.ieee-ipc.org

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EXHIBIT SPACE / SPONSOR APPLICATION / CONTRACT

1. Please read this contract carefully and print or type all information requested.
2. Complete, sign and send to: **Matthew Ramandi, m.ramandi@ieee.org**

Booth license charge is \$1,500 per 6' table space. Additional booth badges are \$100. Make checks payable to: IEEE/IPC2023 *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 on the conference mobile app; you will be contacted for your company description)

Contact Name _____ Email Address _____

Telephone _____ Fax _____

Mailing Address (if different from above) _____

ADDITIONAL BOOTH STAFF (two booth staff are included - 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

TERMS & CONDITIONS

1. Contract

This application, properly executed by Applicant (Exhibitor) shall upon written acceptance and notification of booths assigned by the IEEE IPC 2023 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. IEEE IPC 2023 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. IEEE IPC 2023 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 USD

- 1 - full conference attendee registration
- 1 - 6' table, draped
- 2 - chairs
- 1 - wastebasket
- Exhibitor identification sign
- Company logo, contact information and web link on the website
- Listed as exhibitor on the conference mobile app

4. Payment Requirements & Cancellation Charges

Payment in full is required with submission of contract application. All cancellations must be made in writing prior to 1 November 2023.

Refunds requested after 1 November 2023 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 IEEE IPC 2023 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, IEEE IPC 2023 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 attendee registration for each booth rental, including access to the conference mobile app, all technical sessions and social events. Two booth staff representatives are included in the booth package. Additional Exhibit Booth Staff badges are \$100 USD. Exhibit booth staff will have access to the exhibit space 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 IEEE IPC 2023.