

AVIONICS AND VEHICLE FIBER-OPTICS AND PHOTONICS CONFERENCE  
**AVFOP2019**



# SPONSOR & EXHIBITOR PROSPECTUS

2019 AVIONICS & VEHICLE FIBER-OPTICS AND PHOTONICS CONFERENCE

5-6 NOVEMBER | ARLINGTON, VIRGINIA USA

The AVFOP conference provides an indispensable international forum for the academic, industry, and government R&D community developing fiber-optic/photonic components and system technologies for avionics. While from the beginning the topics discussed and solicited have been inclusive of all mobile platforms, this year, in addition to avionics, we would like to specifically encourage papers covering fiber optic/photonic technologies across mobile platforms, on surface ships, submarines, and ground vehicles.

The conference program will feature select expert invited speakers, but we again rely on a strong contributed paper program, and ask all of you to submit your work and meet us in Arlington in 2019. The AVFOP conference has attracted a strong group of exhibitors in past years and we expect this trend to continue, providing the participants with an opportunity for direct interaction with vendors during the conference.

**REACH THIS TARGETED AUDIENCE: EXHIBIT AT AVFOP 2019**

Event Manager : Cassandra Carollo [c.carollo@ieee.org](mailto:c.carollo@ieee.org)

[www.ieee-avfop.org](http://www.ieee-avfop.org)

## EXHIBITION SCHEDULE

Exhibitor Move In	Monday, 4 November	1:00pm
Exhibit Hours	Tuesday, 5 November	9:00am - 4:00pm
Exhibit Hours	Wednesday, 6 November	9:00am - 4:00pm
Exhibitor Move Out	Wednesday, 6 November	3:30pm

## EXHIBITOR AND SPONSOR PACKAGES

AVFOP 2019 offers the following exhibitor and sponsor packages:

	Booth Only	Bronze Level	Silver Level	Gold Level
Full Attendee Conference Registration(s)	1	1	2	3
One 6' table, draped, 2 chairs, wastebasket, identification sign	✓	✓	✓	✓
Company logo, contact information and web link on conference website	✓	✓	✓	✓
Listed as exhibitor on conference mobile app	✓	✓	✓	✓
Listed as sponsor on website and conference mobile app		✓	✓	✓
Additional booth staff badge(s)		1	1	2
Company logo listed on conference signage		✓	✓	✓
One page ad inserted in conference bag			✓	✓
	<b>\$1,200</b>	<b>\$2,500</b>	<b>\$5,000</b>	<b>\$7,500</b>

## ADDITIONAL SPONSORSHIP OPPORTUNITIES (NON-EXCLUSIVE)

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

- Lanyard (\$1,000) \*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)

**For sponsorship details and/or to become an exhibitor at 2019 AVFOP please email [c.carollo@ieee.org](mailto:c.carollo@ieee.org).**



# 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**

**TEL +1 732 562 3846**  
[c.carollo@ieee.org](mailto:c.carollo@ieee.org)

Booth license charge is \$1,200 per 6' table space. Additional booth badges are \$100. Make checks payable to: IEEE/AVFOP Conference 2019\* Prices in US Dollars.

**Sponsorship:**    **Exhibit Booth Only \$1,200**    **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 (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 Cassandra Carollo at [c.carollo@ieee.org](mailto:c.carollo@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 IEEE AVFOP 2019 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. The IEEE AVFOP 2019 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. The IEEE AVFOP 2019 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 \$1,200 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 15 October 2019. Refunds requested after 15 October 2019 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 the IEEE AVFOP 2019 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, The IEEE AVFOP 2019 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. Additional Exhibit Booth Staff badges are \$100 USD. The exhibit booth staff will have access to the exhibit floor only. Additional Exhibit Booth Staff badges are \$100 USD. The exhibit booth staff will have access to the exhibit floor 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 the IEEE AVFOP 2019.