



Exhibitor Prospectus and Support Opportunities

22-27 July 2012 | Munich

BOOKING FORM

Please return this form to: **REALIZE GmbH, IGARSS 2012 Exhibits - Balanstrasse 73 - Haus 24, III - 81541 Munich, Germany**
Phone: +49-89-660799-44 - Fax: +49-89-660799-66 - Email: exhibits@igarss2012.org

COMPANY DETAILS (PLEASE COMPLETE IN CAPITALS)

Company name (to appear on all publicity):

Contact name:

Department:

Address:

Town / City: Postal code:

Country:

Telephone: Fax:

Email:

FEES AND CHARGES (PLEASE MARK YOUR PACKAGE)

SPONSORSHIP PACKAGES	AMOUNT EXCL. VAT	
PLATINUM SPONSORSHIP	12 000 €	
GOLD SPONSORSHIP	5 000 € - 10 000 €	
SILVER SPONSORSHIP	1 500 € - 4 000 €	
OTHER SPONSORSHIP ITEMS	AMOUNT EXCL. VAT	
ICE BREAKER (3 available)	5 000 €	
BAVARIAN EVENING (3 available)	6 000 €	
GIVE AWAY (for bavarian evening - 1 available)	4 900 €	
COFFEE BREAK (4 available)	850 €	
LUNCH (3 available)	2 000 €	
LOGO ON DELEGATE BAGS (3 available)	3 300 €	
DELEGATE BAG INSERTS	800 €	
USB MEMORY STICK (1 available)	8 900 €	
ADVERTISEMENT IN FINAL PROGRAM (Inside Cover - 1 available)	1 500 €	
ADVERTISEMENT IN FINAL PROGRAM (Full Page)	850 €	
ADVERTISEMENT IN FINAL PROGRAM (Half Page)	450 €	
further sponsoring items possible upon request		
EXHIBITION ITEMS	AMOUNT EXCL. VAT	NO
Early Bird Rate (until 2 April 2012)		
EXHIBITION SPACE / Premium Booth – 5m x 8m Shell scheme	5 000 €	
EXHIBITION SPACE / Double Booth – 6m x 4m Shell scheme	3 400 €	
EXHIBITION SPACE / Standard Booth – 3m x 4m Shell scheme	1 800 €	
REGULAR RATE	AMOUNT EXCL. VAT	NO
EXHIBITION SPACE / Premium Booth – 5m x 8m Shell scheme	5 000 €	
EXHIBITION SPACE / Double Booth – 6m x 4m Shell scheme	4 200 €	
EXHIBITION SPACE / Standard Booth – 3m x 4m Shell scheme	2 200 €	
Comments:		

Terms and conditions

I, the duly authorized representative of the above-mentioned organization, subscribe and agree to all terms and conditions, including but not limited to, the rules and regulations stated with this form for co-sponsorship, grants and exhibit space and services at the 2012 IEEE Geoscience and Remote Sensing Symposium.

Name:

Company:

Date: Signature:



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TERMS AND CONDITIONS

- 1. CHARACTER OF THE EXHIBITION**

The IEEE Geoscience and Remote Sensing Society (IEEE GRSS) and/or its designated agent reserves the right to determine the eligibility of any company, product or service and the right to restrict, prohibit, or evict any Exhibitor or product which detracts from the character of the Exhibition or for any violation of the following Terms and Conditions.
- 2. LOCATION/DATES**

IGARSS 2012 will be held at the International Congress Centre Munich, July 22-27, 2012. The Exhibition will be open to all delegates Monday afternoon through Thursday.

Show Hours
Monday, July 23, 2012 1:00pm – 5:00pm
Tuesday, July 24, 2012 09:00am – 5:00pm
Wednesday, July 25, 2012 09:00am – 5:00pm
Thursday, July 26, 2012 09:00am – 5:00pm

The meeting management reserves the right to make changes in the Exhibit hours; however, such changes will be made known as far in advance of the Exhibition as possible. As part of the contract with IEEE GRSS, all Exhibitors must guarantee that their booth will be staffed during all show hours.
- 3. INSTALLATION AND DISMANTLING**

Spaces will be accessible to Exhibitors for setting up displays on Monday, July 23, 2012 from 7:30am – 12:00am. Packaging and removal will be 7:30am – 12:00am on Friday. Packing and removal of Exhibits prior to the close of the Exhibition is prohibited. Exhibitors shall be liable for all storage and handling charges for failure to remove Exhibits by the specified time and date.
- 4. BOOTH SIZE/FEE/EQUIPMENT**

A full exhibit area is starting at 3 m x 6 m at a cost of 1,800.00€ (early rate) / 2,200.00€ (regular rate). Maximum height for all materials erected is restricted by the Congress Centre. Exhibitors who are using an island or peninsula configuration must contact show management for permission in advance of move in. Failure to make final payment constitutes a cancellation of this contract. See Cancellations section of the Terms and Conditions for details. Standard equipment entitlements include: organization name on provided nameplate, organization listing and 40 word description per exhibitor on the Symposium web site and two exhibitor registrations granting access exhibition and poster area. (Note that all presenting authors must pay for a regular delegate registration and may not use an exhibitor registration to meet this requirement.) Any additional equipment requirements may be acquired through show service vendors identified in the Service Manual.
- 5. AUDIO/VISUAL**

Exhibitors are allowed to bring in their own audio visual equipment to use in their booths; however, show service personnel are not responsible for maintenance of such equipment. All A/V equipment leased through show services must be reserved in advance via the Service Manual forms.
- 6. SPACE ASSIGNMENTS**

Space assignments are made by IEEE GRSS on a first-come, first-served basis, with all assignments made in the best interest of the Exhibition. The Exhibitor's booth location preference will be requested and assigned whenever possible. IEEE GRSS reserves the right to alter an Exhibitor's assigned space if it is deemed necessary in the best interest of the Exhibition and will consult with the Exhibitor before exercising this discretion.
- 7. SUBLETTING OF SPACE**

The Exhibitor shall not assign, sublet or apportion the whole or any part of the space assigned or have representatives, equipment or materials from other firms than his own in the exhibit space without written consent of symposium organizers. Only one company shall be considered as the Exhibitor, any other company or unit in the space shall be considered a subsidiary or affiliate.
- 8. GENERAL REGULATIONS**

Loudspeaker sound displays are prohibited. The symposium staff reserves the right to refuse any exhibit not in good taste or inconsistent with a meeting of this kind. Common sense governs the kind of exhibits permitted at the exhibition. Attractive, informative and attention-getting exhibitions are encouraged. In no event, however, shall any exhibit interfere with any neighboring exhibit in the judgment of the Institution.
- 9. MATERIAL HANDLING**

IEEE GRSS is not responsible for paying any box, shipping and/or handling fees incurred by exhibitors. Any parcels remaining after close of show (this will be determined in the Exhibitor Manual) will be destroyed.
- 10. SAFETY CONSIDERATIONS**

All exhibit and space materials must be in compliance with local fire and hazardous materials handling ordinances. Volatile oils, gases, other explosives or any substance prohibited by the city departments or authorities will not be permitted in the exhibition area. Likewise, all electrical work and wiring must be approved and installed in accordance with regulations. Corridors leading to exit doors and all entrance and exit doors should be kept clear of obstructions at all times. No objects are to be attached to or suspended from the fire sprinklers or light fixtures on the ceiling. Under no circumstances should the fire alarm call points, fire hose reels, fire extinguishers and exits be blocked or access to them be impeded by exhibition booths, partitions, exhibits or other objects.
- 11. DATA PROTECTION**

Information provided by you on this form will be processed jointly by the organization and IEEE GRSS and used for the purpose of the goods and services ordered by you, and for billing accounts.
- 12. OFFICIAL CONTRACTOR**

An official Contractor will be designated in the Service Manual to perform services for Exhibitors. No Exhibitor or representative shall contract for such services with other than the said official Contractor without the express written consent of symposium organizers, which, for reasons of security, in their sole discretion can deny such permission.
- 13. ON-SITE REPRESENTATIVE**

Exhibitors shall keep an attendant in their space during all exhibit hours.
- 14. SECURITY/LIABILITY**

Overnight security personnel will be present in the exhibit area. The Exhibitor assumes entire responsibility and agrees to protect, indemnify, and defend the International Congress Centre, IEEE GRSS, symposium sponsors and their employees and agents, harmless against all claims, losses and damages to persons or property, governmental charges or fines, and attorney's fees arising out of or caused by exhibitor installation, removal, maintenance, occupancy or use of exhibit premises or a part thereof, excluding any such liability caused by the sole negligence of symposium organizers, its employees and agents. In addition, Exhibitors acknowledge that the show services contractors and IEEE GRSS do not maintain insurance covering exhibit property and that it is the responsibility of the Exhibitor to obtain business interruption and property damage insurance covering such losses sustained through exhibition.
- 15. FACILITY DAMAGE**

Exhibitors, or their agents, must not injure or deface the walls or floors of the building, the spaces, or the equipment in the spaces. When such damage occurs, the Exhibitor is liable to the owner of the property so damaged.
- 16. CANCELLATION**

If space contracted is cancelled by the Exhibitor on or after May 21, 2012, or if the Exhibitor fails to occupy the space contracted, IEEE IGARSS 2012 is entitled to the full amount of the space rental.
- 17. AMENDMENT TO EXHIBITOR AGREEMENT**

Any and all matters or questions not specifically covered by the preceding rules and regulations shall be subject solely to the discretion of the Symposium organizers and IEEE GRSS.
- 18. INABILITY TO PERFORM**

If IEEE IGARSS 2012 should be prevented from holding the exposition by any cause beyond its control or if it cannot permit the Exhibitor to occupy his space due to circumstances beyond its control, IEEE IGARSS 2012 will refund to the Exhibitor the amount of the rental paid, and IEEE IGARSS 2012 shall have no further obligation or liability to the Exhibitor.
- 19. SALES PROMOTIONS AND DRAWINGS**

All promotions conducted by the Exhibitor must be free of obligation on the part of the winner and participants. All promotions and drawings must be approved by IEEE GRSS prior to the opening of the event.
- 20. CO-SPONSORSHIPS AND GRANTOR ENTITLEMENTS**

Completion of the co-sponsorship and grants portion of the Application Form is a commitment to support. Full payment must be received or the contract will be considered null and void and all promotional entitlements will be withdrawn. IEEE GRSS, at its discretion, may make reasonable changes, amendments or additions to entitlements. To be included in the Symposium On-Site program, as a Platinum or Gold contributor, IEEE GRSS must receive the contributor's signed Application and applicable donation by May 21, 2012. Missed deadlines are not remunerable by IEEE GRSS.
- 21. COMPLIANCE WITH TERMS AND CONDITIONS**

IEEE GRSS, at its discretion, may make reasonable changes, amendments or additions to these Terms and Conditions. Interpretations of these Terms and Conditions shall rest with show management and non-compliance can result in ejection of the offending Exhibitor or closing of the Exhibit.