

UAS Showcase Table-Top Display Application/Contract

CaGIS/ASPRS 2013 Specialty Conference

~ *Imaging and Mapping for Disaster Management: From the Individual to the Global Community*~

October 27 – 30, 2013 ■ San Antonio, Texas

The Cartography and Geographic Information Society (CaGIS) and the American Society for Photogrammetry and Remote Sensing (ASPRS) will join together to co-host the CaGIS/ASPRS 2013 Specialty Conference in San Antonio, Texas at the Crowne Plaza San Antonio Riverwalk Hotel!

And we invite you, UAV/UAS Manufacturers and Service Providers to be featured in the “UAS Showcase” within the conference Exhibit Hall. This Conference attracts over 500 high level decision-makers such as geospatial data researchers and users, public and private sector managers, and other imaging and geospatial information professionals. We will explore the wide range of tools, technology, and applications employed to prevent, prepare for, and respond to disasters, incidents and emergencies of local, national, and global scales. You don’t want to miss out on the opportunity to reach this amazing mix of attendees.

The Conference theme, **Imaging and Mapping for Disaster Management: From the Individual to the Global Community**, asks the critical emergency preparedness questions such as:

- Where did the event occur?
- Where are people in relation to the event?
- How fast/far/in what direction is the event moving?
- Where and by what route can people (and animals, supplies, relief workers, and aid) come into or leave the area of an event?

The critical component necessary to answer all of these questions is accurate, current geospatial information.

UAS technology will be highlighted throughout the conference with a pre-conference workshop and various special sessions. With the addition of the “UAS Showcase” we are reaching out UAS/UAV manufacturers and service providers that would otherwise may not consider attending this conference. This is a fantastic opportunity to show conference attendees real-life examples of UAS products and touch a very eager audience.

Table-Top Display Cost: \$700 (Per 6’x30” skirted table)

Benefits for Table-Top Exhibitors:

- One 6-foot-by-30-inch draped table
- One chair
- Entrance to Exhibitors’ Reception
- Two (2) Complimentary exhibit hall only registrations with special access to the UAV Special Sessions offered during the Conference
- All Exhibit Hall Refreshment Breaks
- Exhibitor Listing in Final Program (submitted prior to publication date)
- Exhibitor Ribbon

The UAS Showcase table-top display space is sold on a first-come first-served basis. There is limited space available to preserve the integrity of the conference and to maximize showcase participants’ exposure. The displays will be located in the conference exhibit hall. Table tops are assigned at contract signing and full payment has been accepted.

To apply for a UAS Showcase table-top display at the CaGIS/ASPRS 2013 Specialty Conference, each company must agree to the following:

1. All provisions of the Exhibit Hall official Rules and Regulations shall be a part of this contract.
2. Participants in the “UAS Showcase” are not members of ASPRS.
3. Participation in a “UAS Showcase” is limited to twice within a 36 month period.
4. The CaGIS/ASPRS 2013 Specialty Conference will charge a \$50 processing fee for all cancellations.

No refunds will be issued after September 27, 2013.

Exhibit Hall Hours*

The Exhibits will be located in the Crowne Plaza Hotel, San Antonio, Texas USA. The exhibit hall is carpeted.

Monday, October 28th

Installation of Exhibits
8:00 am to 5:00 pm

Tuesday, October 29th

Booth Inspection
8:00 am to 9:00 am

Exhibits Open
10:30 am to 7:30 pm

Exhibitors’ Reception
5:30 pm to 7:30 pm

Wednesday, October 30th

Exhibit Hall Open
9:00 am to 3:30 pm

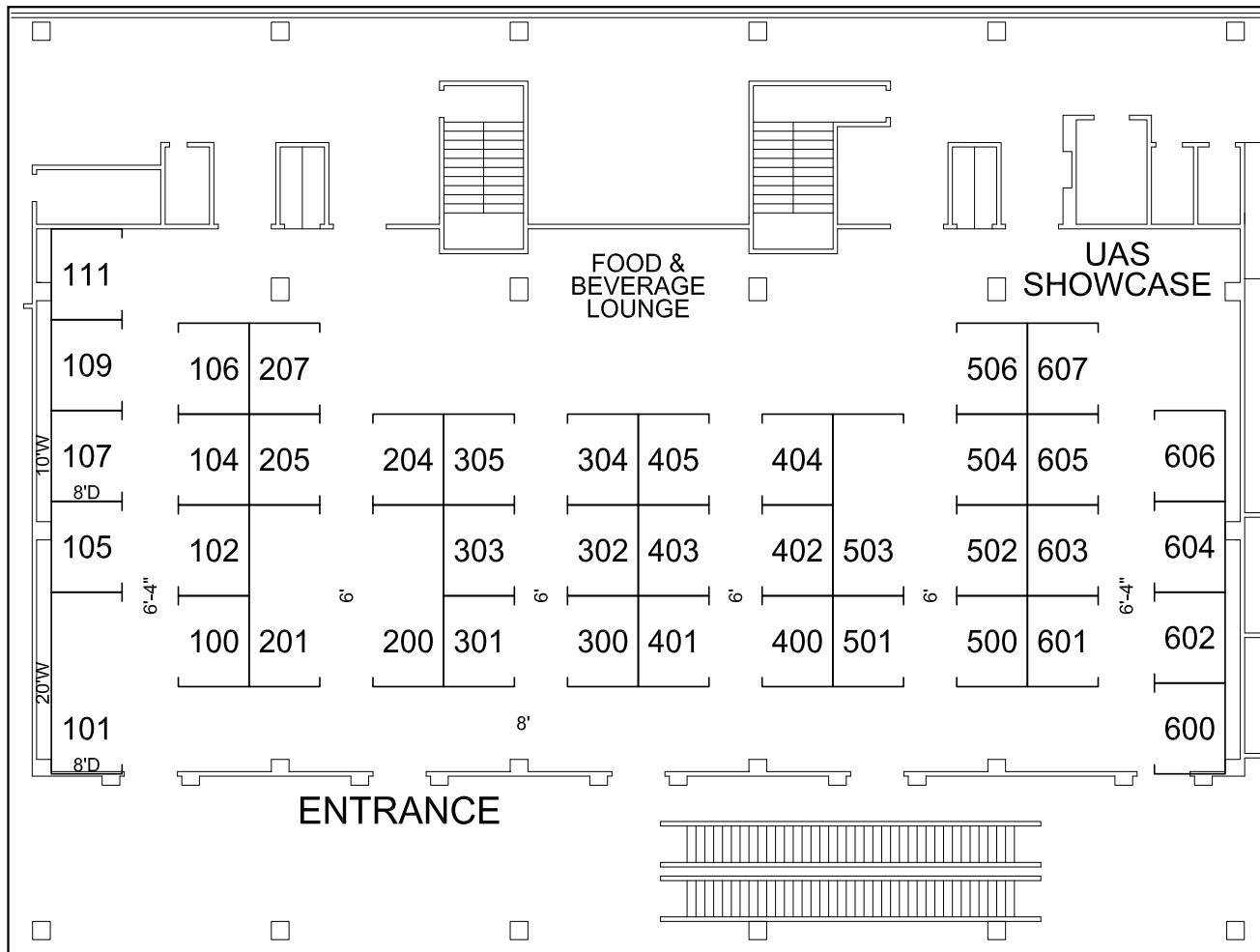
Breakfast with Exhibitors’
9:00 am to 10:00 am

Exhibit Hall Dismantle
3:30 pm to 8:00 pm**

***ASPRS reserves the right to alter this schedule if necessary.**

****Overtime rates will apply after 5:00 pm.**

Crown Plaza Hotel — Conference Exhibit Hall Floor Plan



CAGIS/ASPRS 2013 SPECIALTY CONFERENCE EXHIBIT SPACE APPLICATION/AGREEMENT FORM KEEP A COPY OF THIS APPLICATION FOR YOUR RECORDS

Please indicate a minimum of four scattered selections of booths in the Exhibit Hall. Refer to the booth floor plan and record your choices below. Any preference or conditions with regard to your location or concerning the occupants of the adjoining booths should be noted. These will be considered, as much as possible, during the assignment of space.

Request for booth space will not be considered unless submitted by applicant on the official Exhibit Space Application/Agreement form. Exhibit booths will not be assigned until 50 percent deposit is received.

Booth assignment will be made based on the amount of booth space selected and on a first come basis according to the postmark date. In the event of duplicated request areas, ASPRS Sustaining Members and CAGIS Members and Conference Sponsoring Companies will be given priority in determining booth assignments. The right to modify the booth assignment(s) is reserved by ASPRS in order to maintain the overall harmony of the exhibition.

Upon receipt of a space confirmation and invoice for the remaining balance, payment is due within 30 calendar days from the date shown on that invoice. If the payment is not returned within 30 days, the booth space will not be held and the deposit will not be refunded.

Booth rental prices are listed on the booth fees and amenities page. Please indicate ASPRS Sustaining Membership / CAGIS Membership/ Conference Sponsoring Company/ Government Agency in order to receive the reduced booth rate. All ASPRS Sustaining Members and CAGIS Members and Conference Sponsoring Companies will be verified. The Early Bird Discount fees are available until April 5, 2013. After April 5, 2013, the booth rental fees increase by 10% for all interested parties. In order to take advantage of the discounted fees, a signed and completed contract must be received and the 50% deposit paid.

*No contract is considered valid without a 50 percent deposit; therefore, the deposit is required with this application in order to hold space (purchase orders are accepted from government agencies and universities only). All payments must be made in U.S. funds, drawn on U.S. banks, and made payable to ASPRS SPECIALTY CONFERENCE. Checks not drawn on U.S. Banks will be returned to sender. **Exhibit space must be paid in full 60 days prior to the Exhibit Hall opening.***

Exhibitor Directory/Company Description. Each exhibiting company will be listed in the Exhibit Directory of the Conference Final Program. Company descriptions must be submitted online at the Conference website under the Exhibitors & Sponsors tab. Email reminders will also be sent to the official contact for each booth space. Please remit a valid email address when submitting your contract. Descriptions received after September 2, 2013 will not be included in the Final Program. If a description is not submitted, only company name and booth number will be listed.

Agreement to Contract Rules. These regulations are a part of the contract between the exhibitor and the CAGIS/ASPRS Conference and Exhibition. They have been formulated in the best interest of all participants. CAGIS and ASPRS respectfully request the full cooperation of the exhibitors in their observance of the rules. Any or all matters or questions not specifically covered by the preceding rules and regulations shall be subject solely to the discretion of ASPRS and/or CAGIS. The exhibitor agrees that it and its employees will abide by the foregoing rules and by any amendments that may be put into effect by CAGIS and/or ASPRS. See next page for contract rules.

CaGIS/ASPRS 2013 Specialty Conference — Exhibit Contract

The following rules and regulations will govern the Cartography and Geographic Information Society (CaGIS)/ American Society for Photogrammetry and Remote Sensing (ASPRS) 2013 Specialty Conference and Exhibition and are made a part of all contracts for space between CaGIS/ASPRS and the person, partnership, or corporation engaging the space.

Contract. This contract constitutes a formal agreement for the right to use the exhibit space allotted.

Location. The CaGIS/ASPRS 2013 Specialty Conference and Exhibition Hall will be located in the Crowne Plaza San Antonio Riverwalk Hotel, San Antonio, Texas USA. CaGIS/ASPRS reserve the right to move the exhibition to another location if necessary.

Exhibit Content. Exhibits must be related to professional and practice development for conference attendees and/or related products and services. CaGIS and/or ASPRS reserve the right to refuse applications not meeting standards or expectations, as well as the right to curtail exhibits or parts of exhibits that do not reflect the character of the meeting. If an application for exhibit space is not approved, payment will be refunded in full. Exhibit space is not intended for airing views on either side of a controversial, social, political or professional issues. In addition, potential exhibitors are advised that contests, lotteries, raffles and games of chance may not be conducted without prior approval of CaGIS/ASPRS.

Booth Description. Booth dimensions indicated on the Exhibit Hall Floor Plan are believed to be accurate, but may be approximate. Booths will be standard 8' x 10' units or multiples thereof. No walls, partitions, decorations or other obstructions may be erected that in any way interfere with the view of any other exhibitor. Exhibitors who wish to use any non-standard booth equipment or signs, decorations or arrangements of display material that conflict in any way with these regulations must submit to CaGIS/ASPRS or their agents, two copies of a detailed sketch or proposed layout (including dimensions) at least 30 days before the conference for approval by CaGIS and/or ASPRS.

Acceptance of Exhibits. Applications for exhibit space are subject to review as described under the heading "Exhibit Content." First-time exhibitors should include a sample brochure or pamphlet with their exhibit application for this purpose.

Unethical conduct or infraction of rules on the part of the exhibitor or the exhibitor's representative(s), or both, will subject the exhibitor and said representative(s) to dismissal from the exhibition area, in which event it is agreed that no refund shall be made by CaGIS/ASPRS and further that no demand for redress will be made by the exhibitor or the exhibitor's representative(s).

Booth Assignment. Assignment of space for accepted exhibits is made by ASPRS. Assignments are made according to contract date, payment received, and space preference. Preference given for booth location is at the discretion of ASPRS and is not guaranteed. ASPRS reserves the right to assign exhibit space and rearrange the floor plan to relocate booths in order to maintain the overall harmony of the exhibition.

Cancellation/Refund Policy. If this contract has not been received, properly signed and accompanied by a 50 percent deposit and a signed application for exhibit space, this contract will be declared null and void. Upon receipt of a space confirmation and invoice for the remaining balance, payment is due within 30 calendar days of the date shown on that invoice. If the exhibit space contract is received less than 60 days prior to the exhibit hall opening, full payment is due with submission of the contract.

Any exhibitor who cancels prior to September 27, 2013 shall forfeit and pay to CaGIS/ASPRS, as liquidated damages, a sum of money equal to 50 percent of the full price of said exhibitor's booth space. Any exhibitor who cancels after September 27, 2013 shall forfeit and pay to CaGIS/ASPRS, as liquidated damages, a sum of money equal to 100 percent of the full price of said exhibitor's booth space. All cancellations must be submitted in writing.

If the CaGIS/ASPRS 2013 Specialty Conference and Exhibition is canceled due to circumstances beyond the control of CaGIS and/or ASPRS or the Crowne Plaza San Antonio Riverwalk Hotel, San Antonio, Texas, all payments connected with the booth rental will be refunded.

Installation & Dismantling of Exhibits. The Exhibit Hall will be available for installation on Monday, October 28, 2013 from 8:00 am to 5:00 pm. Exhibitors may request additional time if needed by contacting Heather Staverman at hstaverman@asprs.org.

Official Exhibit Hours: (CaGIS/ASPRS reserves the right to alter the Exhibit Hours if necessary.)

Tuesday, October 29, 2013	9:00 am to 7:30 pm
Wednesday, October 30, 2013	9:00 am to 3:30 pm

*

Dismantling of exhibits may not begin before 3:31 am on Wednesday, October 30th and must be completed by 8:00 pm. Failure to remove on the date specified will constitute authority of lessor to remove the exhibit at the expense of the exhibitor.

Insurance. Exhibitors must insure their exhibits against damages that may be caused by accidents at the time of delivery, during the exhibition, and removal as well as any injury caused to any member of the public that may be harmed by the exhibits in the amount of \$1 million dollars. **PLEASE NOTE: CaGIS/ASPRS must be named in all insurance policies as an additional insurer for all CaGIS/ASPRS shows, and a Certificates of Insurance must be provided to CaGIS/ASPRS prior to installation of any exhibit.** Certificates should be sent to Heather Staverman, ASPRS, 5410 Grosvenor Lane, Suite 210, Bethesda, MD 20814. Exhibits cannot be installed until such certificate has been provided.

Exhibitor's Admittance During Non-Show Hours. Representatives of exhibiting companies will be permitted to enter the exhibit area one hour before the scheduled opening time each day and remain one half hour after closing time each day. Specific hours have been set-up for move-in and move-out. Special arrangements must be made through the CaGIS/ASPRS Exhibits Manager should exhibitors require additional time in their booth before or after scheduled hall hours.

Limitation of Liability. Neither CaGIS, ASPRS, the Crowne Plaza San Antonio Riverwalk Hotel, nor officers or representatives of the conference, will be responsible for any injury, loss, or damage that may occur to the exhibitor or the exhibitor's employees or property from any cause whatsoever. The sponsoring organizations provide general hall security on a 24-hour basis; however, it makes no warranty, expressed or implied, that the services it furnishes will avert or prevent occurrences which may result in loss or damage. All insurance is the exhibitor's sole responsibility.

In addition, the exhibitor assumes all liability for any damage to the facility's walls, lighting fixtures, etc. as a result of exhibitor negligence. The exhibitor will abide by and observe all laws, rules, regulations and ordinances of any governmental authority and of the contracted facility.

Booth Design. Any portion of an exhibit that obstructs the view, interferes with the privileges of other exhibitors, extends beyond the designated booth space, or for any reason becomes objectionable, must be modified immediately or removed by the exhibitor. CaGIS/ASPRS reserve the right to inspect the quality of the appearance of each booth prior to show opening. Where necessary, masking will be placed to cover unsightly wires, unfinished back-walls, etc. at the exhibitor's expense.

Exhibitor Activities. All interviews, canvassing, or other sales activities shall be confined to the limits of the exhibitor's booth, lounges and/or restaurant seating area. Equipment displays shall be confined to the limits of the exhibitor's booth.

Subleasing of Space. Exhibitors may not sublet their space, nor any part thereof, or make any arrangements for display by a non-exhibiting company, without the written consent of CaGIS/ASPRS. All requests must be submitted in writing prior to the contract signing. Both parties must sign and agree to the terms outlined here within.

Identification. All visitors to the Exhibit Hall will be required to register before entering. Exhibitors must display, at all times, an official badge supplied by CaGIS/ASPRS for the 2013 Specialty Conference and Exhibition.

Fire Regulation. Draperies and decorating materials used by the exhibitor shall be of flame-retardant nature and all activities with regard to exhibiting shall be in compliance with San Antonio, Texas Fire Department regulations.

Labor. Rules and regulations for union labor are made by the local unions and may change at any time. Where union labor is required because of building or contractor requirements, it will be necessary for the exhibitor to comply with these regulations. Exhibitors are required to observe all union labor contracts enforced within the Crowne Plaza San Antonio Riverwalk Hotel. Information will be included in the Exhibitor's Service Kit, outlining the jurisdictions of local union labor.

Sound Devices & Lighting. Public address, sound-producing or amplification devices which project sound must be kept at a conversational level and must not interfere with other exhibitors. Any form of attention-getting devices or presentations must be terminated when crowds obstruct aisles or infringe upon another exhibitor's display. CaGIS/ASPRS reserve the right to restrict the use of sound, glaring lights or objectionable lighting effects. Adequate illumination of the exhibit area is provided. Music, whether vocal or instrumental, is prohibited.

Electrical Work. Individual electrical outlets may be obtained at an additional cost. All electrical work must be installed to meet safety requirements. Electric utility services will be outlined in the Exhibitor's Service Kit.

Food & Beverage. All catering and concession needs for the show are provided exclusively by the Crowne Plaza San Antonio Riverwalk Hotel, San Antonio, Texas. All food and beverages must be purchased from the Crowne Plaza San Antonio Riverwalk Hotel, and none may be brought onto the premises by the Exhibitors or conference attendees. Exhibitor distribution of food and beverages for consumption in the building shall be at the exhibitor's risk and expense, and shall comply with all applicable federal, state and local health and safety laws and regulations.

Exhibitor Service Kit. An official show service kit will be sent electronically to the person designated to be in charge of the exhibitor's booth approximately 60 days prior to the conference. The standards and policies set forth in the Exhibitor's Service Kit will be binding on all exhibitors. Under no circumstances will CaGIS/ASPRS or the Crowne Plaza San Antonio Riverwalk Hotel assume any responsibilities for loss or damage to goods consigned to the Official Conference Decorator.

General. CaGIS/ASPRS reserve the right to restrict exhibits which, because of noise, method of operation, or for any other reason become objectionable, and also to prohibit or evict an exhibit which, in the opinion of CaGIS/ASPRS, may detract from the general character of the exhibits. This reservation includes persons, things, conduct, printed matter, or anything of an objectionable nature.

KEEP A COPY OF THIS CONTRACT FOR YOUR RECORDS.

REGISTRATION

In order to register for the two complimentary Exhibit Hall Only registrations, please fill out the registration information contained below and fax to (301) 493-0208 or email registrar@asprs.org. *Each company is entitled to two complimentary exhibit hall only badges per table top display.* All information requested below MUST be completed for each registration.

#1 *Last Name _____ *First Name _____
*First Name on badge _____ *Birth Country _____
*Company _____ *Title _____
*Street Address _____ *City _____
*State/Province _____ *Zip/Postal Code: _____ *Country _____
*Business Phone _____ Fax _____ *E-mail _____

* * * * *

#2 *Last Name _____ *First Name _____
*First Name on badge _____ *Birth Country _____
*Company _____ *Title _____
*Street Address _____ *City _____
*State/Province _____ *Zip/Postal Code: _____ *Country _____
*Business Phone _____ Fax _____ *E-mail _____

FINAL CONTRACT & PAYMENT

Payment in full is due with the Table-Top Application/Contract. Payment in the form of a credit card or a check drawn on a U.S. bank, in U.S. funds, made payable to "CaGIS/ASPRS 2013 Specialty Conference."

Company Name _____
Street _____
City _____ State _____ Zip _____
Telephone _____ E-mail _____
Contact Name _____ Title _____
Signature _____ Date _____

Payment Method Check Visa MasterCard Discover American Express Payment Amount \$ _____

Credit Card Information

Card Number _____ Expiration Date (MM/YYYY) _____

Name As It Appears On Card _____

Billing Address (If Different Than Above) _____

Please retain a copy of this UAS Showcase Table-Top Display Application/Contract for your files.

Send completed application and payment to:
Melissa Massey, Mohanna Sales Support
Email: melissa@mohanna.com
Phone: (972) 596-8777 x3664 * Fax: (972) 985-8069