



Exhibit Space Agreement

We hereby apply for exhibit space at PSCE 2011. In making an application, we agree to exhibit under and comply with the accompanying Rules and Regulations printed under this agreement and with the Rules and Regulations in any subsequent Exhibitor Bulletin, which are hereby made a part of this contract.

Each company participating in the exhibit must return this agreement properly executed by an authorized company representative. Priority and booth selection space will be made according to application date, exhibit payment, individual applicant requirements and available space. Conference Management reserves the right to rearrange the floor plan and/or relocate exhibitors in the best interests of the total exhibit.

Company Name _____
 Address _____
 City/State/Postal Code/Country _____
 Phone _____ Fax _____
 Please address further correspondence to _____
 Phone _____ Email _____
 We will exhibit the following kinds of products _____
 Please reserve _____ booths. Booth numbers requested (in order of preference): _____

Payment in full must be submitted with this application. Checks should be made payable to IEEE / PSCE 2011, Federal Tax ID Number 13-1656633. **NOTE:** Any booth application received without the full payment is subject to reposition in the Seniority Assignment listing maintained by Conference Management.

The Exhibitor indemnifies and agrees to hold harmless the IEEE (PSCE 2011) Conference and VENUE and their officers, directors, employees and agents, from and against any actions, losses, costs, damages, claims and expenses, including legal fees, arising from any damage to property or bodily injury to Exhibitor, Exhibitor's agents, representatives, employees or contractors by reason of the Exhibitor's occupancy or use of the exhibit facilities.

Approved by _____ Date _____
 Title _____ Company _____
 Phone _____ Email _____

Credit Card Number for Booth Fees (Visa / MasterCard / AmericanExpress) _____ Exp MM / YY _____
 Name on Card _____ Amount to Charge \$USD _____

Signature _____

Return this application with payment to:

East and Southeast USA & International
 Wayne A. Wiggins
 Phone: +1 610-986-3500
 Fax: +1 913-663-1119
 wawiggins1@gmail.com
 ME, VT, NH, MA, CT, RI, NY, NJ, PA, DE,
 MD, DC, VA, NC, SC, GA, FL, AL,
 OH. (440, 216 and 330 area codes).
 Canada: Quebec. Maritimes, Europe. Africa,
 Middle East.

Midwest USA & International
 Bullseye International Group Inc.
 Phone: +1 913 663 1112
 Fax: +1 913 663 1119
 blecerf@bullseyeinternationalgroup.com
 OH (234, 419, 513, 567, 614, 740 and 937
 area codes); WI, IL, IN, KY, TN, LA, AR,
 TX, KS, MO, OK, NE, ND, SM, MI, IA, MS,
 MN, Canada: Ontario, Latin America.

West Coast USA & International
 Pete Sienkiewicz
 Phone: + 1 415 385 6684
 Fax: +1 253 484 9255
 p_sienkiewicz@hotmail.com
 MT, WY, CO, NM, AZ, UT, ID, WA, OR,
 CA, NV, AK, HI, Canada: Manitoba,
 Saskatchewan, Alberta, British Columbia.
 Asia. Pacific.

EXHIBITOR BASIC TERMS & CONDITIONS

1. Exhibit space will be assigned by Conference Management in accordance with the conditions outlined in the EXHIBIT SPACE AGREEMENT which forms part of this agreement. In the event of a duplicate application for the same space, the assignment priorities stated in the EXHIBIT RULES shall be used.
2. The Exhibitor shall remit with this agreement 100% of the total booth rental, as determined elsewhere in this agreement.
3. In the event of cancellation of this agreement by the Exhibitor prior to the date of the conference, the Conference Management will assess a cancellation charge according to the following schedule:

Cancellation on or before January 7, 2011	50% of booth rental
Cancellation after January 7, 2011	100% of booth rental

The Conference Management reserves the right to reassign space, notwithstanding the cancellation fee.
4. In the event the Conference Management does not accept this agreement, the Exhibitor will be promptly notified, and the fees returned.
5. The Exhibitor agrees to accept from the Conference Management, billing for any charges rendered during the conference in conjunction with services performed or administered by the Conference Management and requested by the Exhibitor. These charges may include, but are not limited to, surcharges for materials or services requested by the Exhibitor through the Conference Management. All such charges are due and payable in full within thirty (30) days of receipt of an invoice from the Conference Management.
6. The Exhibitor agrees that the Conference Management or the Conference Sponsor(s) shall not be liable for any damages, whether to person or property, for any reason whatsoever by reason of use, occupation, or enjoyment of the space by the Exhibitor or any person therein with the consent of the Exhibitor, and that the Exhibitor shall indemnify and keep harmless the Conference Management and the Conference Sponsor(s) from all liability on account of such damage or injury, regardless of cause, by the Exhibitor, its representatives, agents, or contractors.
7. In the event the site of the conference shall, in the sole discretion of the Conference Management, be unfit for occupancy or substantially interfered with by reason of any cause(s) not within the control of the Conference Management, this agreement may be terminated by the Conference Management. "Cause" or "causes" may include, but shall not be limited to: fire, flood, epidemic, earthquake, explosion, accident, blockage, embargo, weather, governmental restraint or orders of restraint from local or national civil or military authorities, act of public enemy, riot or civil disturbance, inability to secure appropriate labor, impairment of transportation or facilities, or inability to obtain, for whatever reason, necessary supplies, equipment, or clearances, or by rule of federal or local law, or any circumstances deemed as act of God. Should the Conference Management terminate this agreement pursuant to the provisions of this section, the Exhibitor waives any and all claims for damage arising therefrom. The Exhibitor further agrees that the Conference Management's liability is limited to a refund of monies paid prior to the termination. Should the conference be underway, the Exhibitor shall expect the Conference Management to adjust the refund to reflect a pro rata adjustment based on the number of hours the conference shall have been in operation prior to the termination. This provision shall not relieve the Exhibitor of any liability arising from the provisions of Section 6 above, and all monies due to the Conference Management in regard shall be paid notwithstanding.

EXHIBIT RULES

- These rules and regulations are supplemental to the EXHIBITOR BASIC TERMS AND CONDITIONS, and they have been established for the protection of everyone. (The word "Conference Management" as used herein shall mean officers, committee members, or employees acting with authority from PSCE 2011).
1. **BOOTH IDENTIFICATION**

Absolutely NO company identification may be placed outside the area of the booth. No identification may be placed on posts or pillars adjacent to booths occupied by exhibitors, or on carpeted areas of the aisles beyond the standard booth limits.
 2. **DISTRIBUTION OF SOUVENIRS AND SAMPLES**

To achieve greater exposure and attention Exhibitors may donate items to be given away in a daily door prize drawing if one is established by the Conference Management. Souvenirs or samples which have no resale or negotiable value may also be given away. Any distribution must be conducted within the Exhibitor's designated booth space. In all cases, Exhibitors planning giveaways of any nature should make arrangement well in advance with the Conference Management, which reserves the right to prohibit the distribution of anything which, in its opinion, is not in keeping with the character of the conference.
 3. **DISPLAY REQUIREMENTS AND RESTRICTIONS**

All displays or exhibited materials must be fireproof to conform to local fire regulations. Displays must be self-supporting and nails or screw are not permitted in building floors or walls. Displays must be wholly confined within Exhibitor's booth and must not obstruct the clear view of nearby exits or other exhibits.

ALL WIRING ON BOOTHS OR DISPLAY FIXTURES MUST CONFORM TO LOCAL ELECTRICAL AND LOCAL FIRE DEPARTMENT REGULATIONS.

The side of any display cabinet or structure facing a side aisle, or adjacent exhibitor's booth, must be finished or suitably decorated at the expense of the Exhibitor erecting or installing such display.

No exhibit may exceed eight feet high and that only within the area extending three feet from the back wall. Maximum height of the displays in the balance of the area is four feet, except that products to stand on the floor may extend higher than this limit, but must be positioned as close to the back wall as possible, to avoid blocking the view of adjoining exhibitors.

NOTE PARTICULARLY THAT NO PART OF A SIGN OR SOLID DISPLAY MAY EXTEND HIGHER THAN EIGHT FEET ABOVE THE FLOOR.

NOTE: ANY DISPLAYS NOT CONFORMING TO THE EXHIBIT SPECIFICATIONS OUTLINED IN THESE RULES MUST BE APPROVED BY THE CONFERENCE MANAGEMENT IN WRITING PRIOR TO THE MOVE-IN DATE.
 4. **BOOTH PERSONNEL & ACTIVITIES**

With the exception of convenience help, such as secretaries or professional product demonstrators, all booth personnel must be REGULAR EMPLOYEES of the company, or its representatives, who are fully capable of explaining the technical aspects of products or processes on display on an appropriate level at the conference.

No exhibitor may advertise or promote any outside activity, such as an open house or separate exhibits wherever located, occurring during the hours PSCE 2011 exhibits are open, or which detracts from the exhibit or convention operations.

Only registered exhibitors may publicly advertise hospitality rooms and only on those bulletin boards provided in the exhibit area.
 5. **LIABILITY AND THEFT**

Conference and Site Management will not be responsible nor liable for injury to the person or property, nor loss of property of Exhibitors, their guests, invitees, employees, or agents. Furthermore, the Exhibitor agrees to defend or hold harmless the conference, its directors, employees, and agents from any liability of personal injury and loss or damage to property. EXHIBITORS SHOULD INSURE AGAINST SUCH CONTINGENCIES. Damage to inadequately packed property is Exhibitor's own responsibility. If exhibit fails to arrive, Exhibitor is nevertheless responsible for the booth rental.

Exhibitors should be on hand to supervise during set-up and dismantling of products, projection equipment and other items of high value. At least one person should remain with the exhibit until visitors have left the premises at the closing hour each day.

At move-out, specific arrangement should be made to package or place under lock any items of extremely high value and especially items of general interest such as small instruments, walkie-talkies, high fidelity equipment, projectors, computer equipment, etc.
 6. **SUB-LETTING EXHIBIT SPACE**

No Exhibitor may assign, sublet or apportion any of the space contracted for by him/her or their company.
 7. **MATERIALS HANDLING**

The handling of Exhibitor's material into and out of and within the exhibit buildings shall be at Exhibitor's expense. Exhibitor's empty crates, boxes and cartons will be removed from the conference area before the opening.
 8. A security guard, supplied by the Conference Management, will prevent entry to exhibit areas by anyone not authorized by PSCE 2011 Conference Management, or not wearing proper badge for admission to such areas. A WATCHMAN SERVICE DOES NOT GUARANTEE EXHIBITORS AGAINST LOSS: NEITHER DOES IT IMPLY AN ASSUMPTION OF LIABILITY FOR EXHIBITOR'S PROPERTY BY THE CONFERENCE.
 9. Any equipment to be removed from the exhibit area during the conference must be authorized by the Conference Management in conjunction with the specific Exhibitor.
 9. **INTERPRETATION OF RULES**

Conference Management shall have final authority as to the interpretation of these rules and their applications and shall have the authority to establish penalties in the event of violations.
 10. **AMENDMENTS TO RULES AND REGULATIONS**

Conference Management reserves the right to amend these rules and regulations or to make additions thereto.
 11. **BOOTH ASSIGNMENT PRIORITY**

In the event of duplicate application for the same space, priorities will be based on the application postmark date.