



July 10-15, 2022

Denver, Colorado

Patron and Exhibitor

Prospectus

You are cordially invited to the *2022 IEEE International Symposium on Antennas and Propagation and USNC-URSI Radio Science Meeting – AP-S/URSI 2022*, from July 10–15, 2022, at the Hyatt Regency and Grand Hyatt, in Denver, Colorado, USA, the Mile High City. This conference provides you unique insights into evolving technologies in the worlds of Antennas, Propagation and Radio Science. This is also an excellent opportunity to expose a large audience to the capabilities of your company and to meet the next generation of engineers and researchers. This symposium generally attracts over 1,600 attendees from more than 30 countries across the globe.

The main conference hotel is the Hyatt Regency in historic Lower Downtown Denver. We will have 40,000 square feet of spectacular spaces for industrial, academic, government, software, and book exhibits that will be open during most of conference days, coupled with AP-S/URSI interactive poster sessions, AP-S Student Paper Competition, and AP-S Student Design Contest, as well as some talks, presentations, social events, and entertainment in the exhibition areas. Participation and booth selection is handled on a “first come, first served” basis. If you wish to have a premium booth location, it is wise to reserve your space now. Becoming a patron provides additional benefits, such as detailed corporate information listed in the program guide and inclusion of your logo on signs around the conference. Pricing and other marketing opportunities can be found beginning on page 3 in this prospectus. We look forward to seeing you in Denver, the Mile High City!



Benefits for Symposium Attendees:

- Top-rated, peer-reviewed technical paper sessions
- Special and invited paper sessions of topical interest
- Short courses for additional educational opportunities
- Exhibitors showcasing their latest products and services
- Fun, imaginative, and entertaining social events
- World-class hotels as the symposium venue
- World-class city in the foothills of the Rocky Mountains

Benefits for Symposium Exhibitors:

- A large, focused, customer base of antenna engineers, scientists, and engineering managers.
- A solid technical program that draws attendees from around the world.
- Company links directly on the 2022apsursi.org website.
- An exhibitor committee team of experienced professionals in exhibiting, sales, and marketing.
- Promotion, promotion, promotion! Thousands of symposium brochures to be distributed at various international shows.

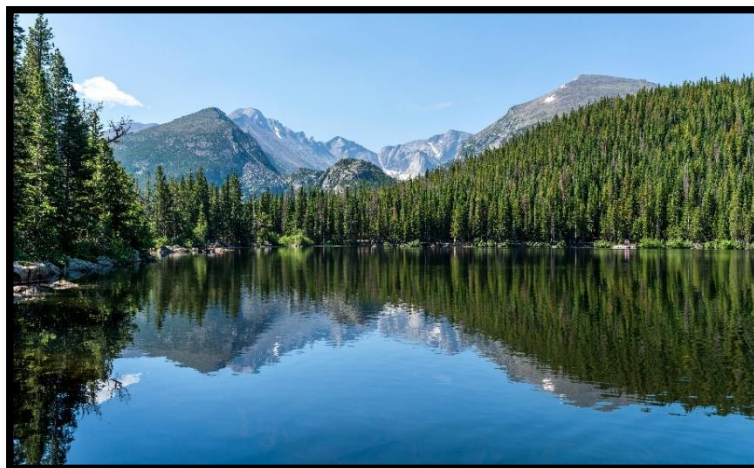


EXHIBIT SCHEDULE

Exhibitor Move-in:

13:00 - 18:00 Monday, July 11

Exhibit Floor Opens:

09:00 - 18:00 Tuesday, July 12

09:00 - 18:00 Wednesday, July 13

09:00 - 16:00 Thursday, July 14

Exhibitor Move-out:

16:00 - 19:00 Thursday, July 14

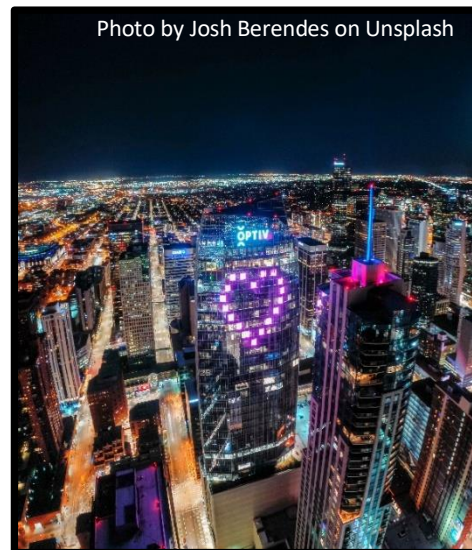


EXHIBIT and Patron Registration

Exhibit and Patron Registration is available at 2022apsursi.org/PatronReg.asp.

Important Dates and Information:

DATES FOR EXHIBIT DISCOUNTS AND ALLOCATION:

Last date for early bird specials: 20% off Patron Levels - April 15, 2022

Last date to order exhibit space at discounted rate of U.S. \$3,300.00: April 30, 2022. Rate for exhibit space after April 30, 2022: U.S. \$3,800.00 (while space is available)

DATES FOR SENDING AD FILE MATERIAL:

Deadline for patron/exhibitor ad material for symposium printed program: May 11, 2022 Deadline for delegate bag promotional item insert: May 19, 2022



EXHIBIT EQUIPMENT INCLUDED WITH BOOTH SPACE RENTAL FEE:

10'D X10'W pipe and drape booth with 8' high back wall and 3' high side rail drapery One (1) 6'L X 2'W draped table with two (2) side chairs

One (1) 7" x 44" company identification header sign

One (1) wastebasket

SUMMARY OF 2022 EXHIBIT AND PATRON SPECIFICATIONS

Exhibit Space (\$3,300 USD):

- One standard (10'D x10'W) exhibition space
- Registration fee waived for two (2) exhibition representative
- Recognition on the symposium website featuring linked exhibitor name and logo; Recognition in the symposium program with exhibitor name and company logo; Printed booth sign with name of company
- Rear pipe and drape Side pipe and drape
- One (1) draped table with two (2) side chairs One (1) wastebasket
- Customized options (additional fees may apply)

University Table Top (\$1,800 USD):

- One (1) draped table with two (2) side chairs
- One (1) wastebasket
- Registration fee waived for one (1) exhibition representative
- Recognition in the symposium program with University name and logo

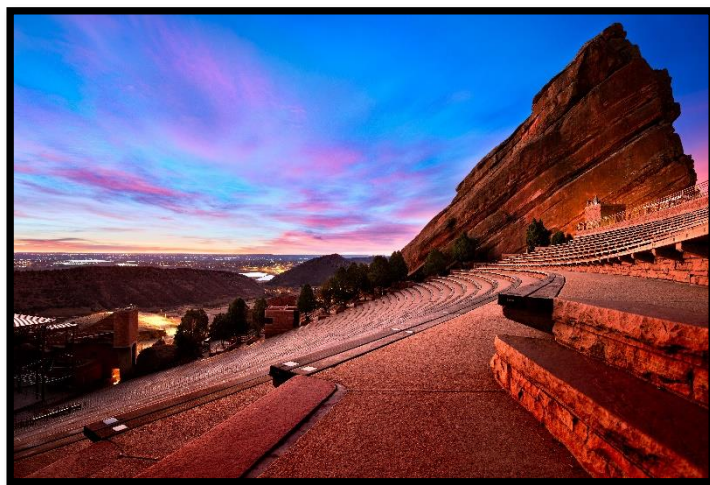
Patronage Opportunities:

Diamond Symposium Patron (\$27,500 USD; Limit 1 Diamond Patron):

- The “Diamond Booth” - A double booth facing Hall Entrance and near Coffee Break Area
- Ten (10) symposium delegate registrations inclusive of welcome reception
- Six (6) tickets for celebratory banquet
- Two (2) flyers or promotional items (provided by the patron) in attendee’s registration package
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo
- Recognition at the banquet
- Full page recognition in symposium program
- The patron may provide a freestanding banner which will be positioned in the registration area for the duration of the symposium (maximum size 6ft high x 3ft wide)
- Option to provide lanyards for all conference participants
- Option to host a workshop at the conference

Platinum Symposium Patron (\$19,500 USD):

- A preferred booth spaces in the exhibit hall
- Eight (8) symposium delegate registrations inclusive of welcome reception
- Four (4) ticket for celebratory banquet
- One (1) flyer or promotional item (provided by the patron) in attendee’s registration package
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo
- Full page recognition in symposium program
- Recognition during the opening speech at the banquet and in the banquet program



Gold Symposium Patron (\$15,000 USD):

- A preferred booth space in the exhibit hall
- Six (6) symposium delegate registrations inclusive of welcome reception
- Three (3) tickets for celebratory banquet
- One (1) flyer or promotional item (provided by the patron) in attendee's registration package.
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo
- Half page recognition in symposium program

Silver Symposium Patron (\$10,000 USD):

- A preferred booth space in the exhibit hall
- Four (4) symposium delegate registrations inclusive of welcome reception
- Two (2) tickets for celebratory banquet
- One (1) flyer or promotional item (provided by the patron) in attendee's registration package
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo

Bronze Symposium Patron (\$6,000 USD):

- A booth space in the exhibit hall
- One (1) symposium delegate registration inclusive of welcome reception
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo



Promotion and Advertising:

Celebratory Banquet (following the Awards Presentation) (\$7,500 USD):

- Company logo(s) will be displayed with electronic gobos in the banquet room
- Four (4) tickets for celebratory banquet
- Recognition during the opening speech at the banquet and awards presentation
- Recognition at the symposium and on the symposium website, featuring a linked patron name and company logo

Delegate Symposium Item (\$7,500 USD):

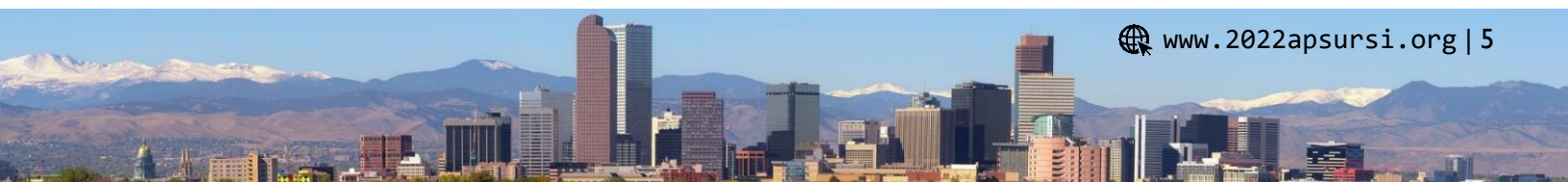
- Logo to appear on the delegate item next to AP-S/USNC-URSI 2022 logo
- Two (2) tickets for celebratory banquet
- The Organizing Committee reserves the right to source and select the delegate item

Charging Station (\$5,500 USD):

- Charging station header to include patron name and logo
- The patron may provide a freestanding banner which will be positioned near the charging station (maximum size 2m high x 1m wide)
- Corporate literature may be displayed in the charging station area (the patron to supply)
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo

Half-Day Workshop (\$5,000 USD, Exhibitors-only, limited number available):

- Workshop/promotion for up to 25 attendees held on Sunday with free registration for conference attendees



Women In Engineering (\$5,000 USD):

- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo
- Recognition on the AP-S/USNC-URSI 2022 smart phone app
- Recognition at the WIE event

Delegate Badge Lanyard (\$5,000 USD; Limit 1 Lanyard Patron):

- Organization logo printed on delegate lanyard alongside symposium acronym, such as AP-S/URSI 2022

Water Bottle Stations (\$4,000 USD):

- Water station header to include patron name and logo
- Corporate literature may be displayed in the station area (the patron to supply)
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo

Symposium Break Patron (\$3,000 USD per day):

- Recognition at morning and afternoon coffee breaks on the exhibit floor
- Recognition at the symposium and on the symposium website, featuring linked patron name and company logo

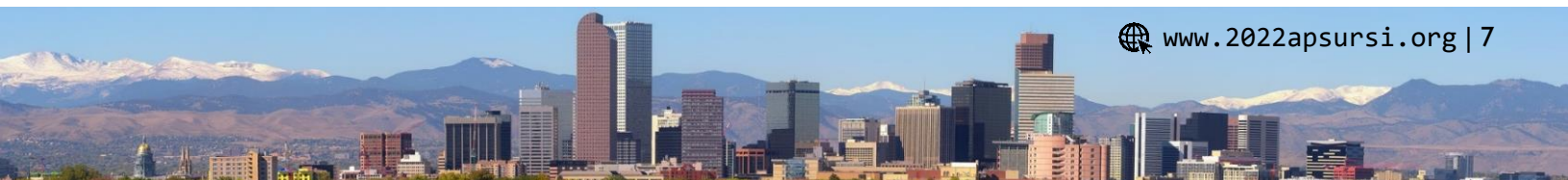
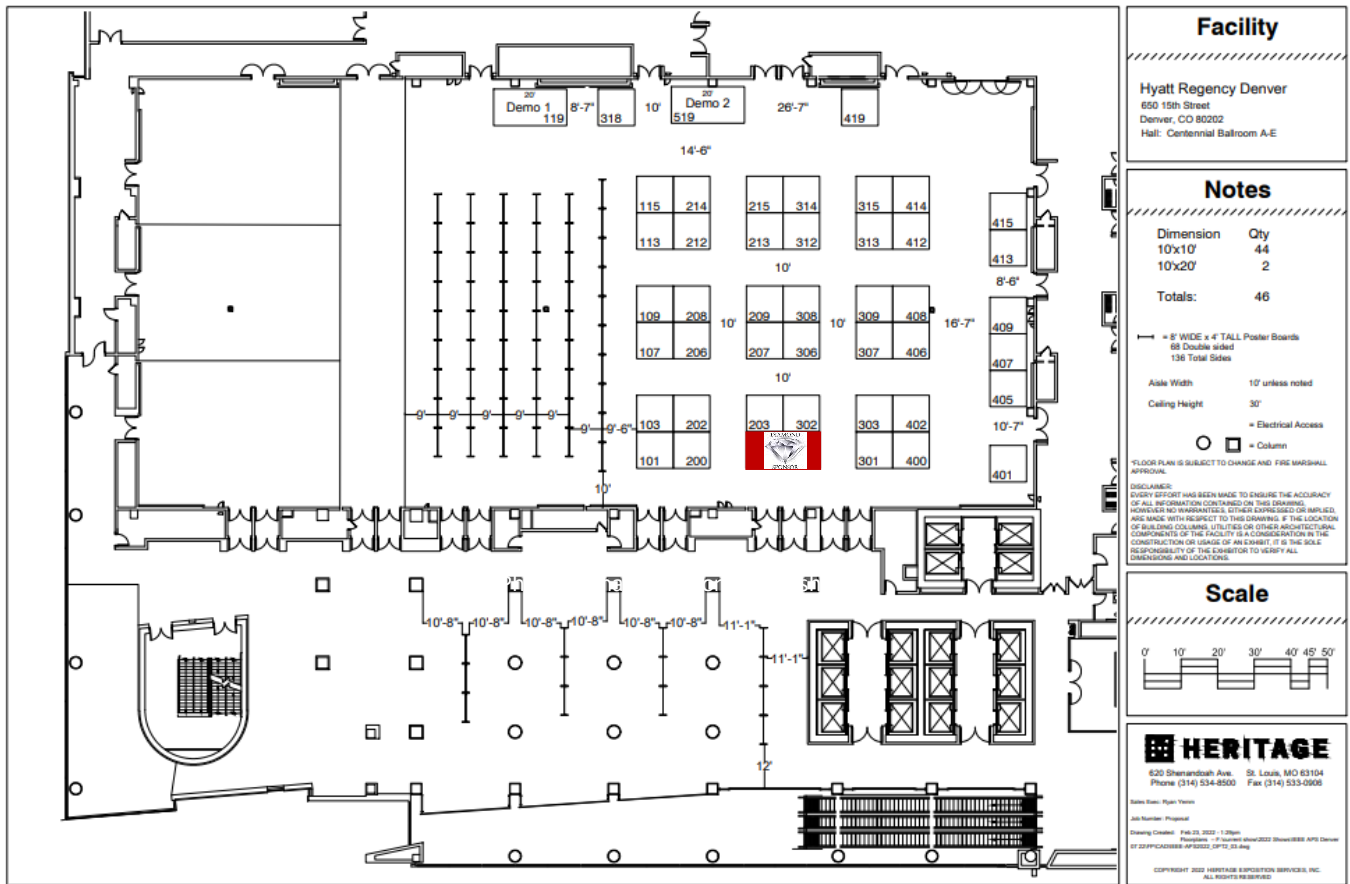
Delegate Bag Insert (\$2,000 USD, Available only to exhibitors):

- Patron may provide one (1) promotional item to be inserted into each conference delegate bags

If you have any questions, please contact CMS, exhibits@2022apsursi.org or via telephone at +1-979-846-6800.



EXHIBITION FLOOR PLAN AND LAYOUT



Space Application Form and Agreement for Exhibition and Patron Opportunities, Symposium Advertising Options

International Symposium on Antennas and Propagation and USNC-URSI Radio Science Meeting July 10 - 15, 2022, Denver, Colorado

Company Name _____

Address _____

City/State/Postal Code/Country _____

Telephone _____ Fax _____

Please address further correspondence to _____

Title _____

Telephone _____ email _____

Please reserve ____ booth(s) at the ☐ U.S. \$3,300.00 (on or before April 30, 2022) ☐ U.S. \$3,800.00 (after April 30, 2022)

SYMPOSIUM BOOTH SELECTION:

Booth numbers requested (in order of preference, please list your top three booth number preferences here):

Preference for non-adjacent exhibitors

Preference for adjacent exhibitors

Booth preferences will be accommodated whenever possible and are available on a first come, first served basis. Please refer to the booth area diagram on the prospectus. We will do our best to accommodate your preferences.

PATRONAGE OPPORTUNITIES:

To maximize your organizations exposure at the symposium you may support the symposium in the form of a grant, or you may support a specific symposium function, event or promotional item purchased by the patron and supplied directly to the symposium.

<input type="checkbox"/> Diamond Patron	\$27,500 USD	<input type="checkbox"/> Celebratory Banquet	\$7,500 USD
<input type="checkbox"/> Platinum Patron	\$19,500 USD	<input type="checkbox"/> Delegate Symposium Item	\$7,500 USD
<input type="checkbox"/> Gold Patron	\$15,000 USD	<input type="checkbox"/> Charging Station	\$5,500 USD
<input type="checkbox"/> Silver Patron	\$10,000 USD	<input type="checkbox"/> Half-day Workshop (Exhibitors only)	\$5,000 USD
<input type="checkbox"/> Bronze Patron	\$6,000 USD	<input type="checkbox"/> Women In Engineering Patron	\$5,000 USD
<input type="checkbox"/> University table	\$1,800 USD	<input type="checkbox"/> Delegate Badge Lanyard	\$5,000 USD
<input type="checkbox"/> Discount	_____	<input type="checkbox"/> Water Bottle Stations	\$4,000 USD
<input type="checkbox"/> Other	_____	<input type="checkbox"/> Symposium Break (per day)	\$3,000 USD
		<input type="checkbox"/> Delegate Bag Insert (Exhibitors only)	\$2,000 USD

Payment Checks should be made payable to IEEE AP-S/URSI 2022, Federal Tax ID Number 13-1656633, or you may complete the credit card information below.

Credit Card Number for Booth/Support Fees (Visa/MasterCard/American Express) _____

Security Code _____ Exp MM / YY _____ Total Payment \$USD _____

Name on Card _____

The issuer of the card identified on this item is authorized to pay the amount shown as Total Payment. I promise to pay such total (together with any other charges due thereon) subject to and in accordance with the agreement governing the use of such card.

Billing Name _____ Billing Address _____

Signature _____

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 patrons, grants and exhibit space and services at the 2022 IEEE International Symposium on Antennas and Propagation and URSI Radio Science Meeting.

Print Name _____ Title _____

Signature _____ Date _____

Return this application with payment to:

IEEE AP-S/USNC-URSI 2022
c/o Conference Management Services, Inc.
2711 Pierre Place
College Station, Texas 77845

Telephone: (979) 846-6800
Fax #: (979) 846-6900

Terms and Conditions

2022 IEEE International Symposium on Antennas and Propagation and URSI Radio Science Meeting, July 10 - 15, 2022, Denver, Colorado.

1. CHARACTER OF THE EXHIBITION: The IEEE APS/URSI 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: The 2022 IEEE International Symposium on Antennas and Propagation and URSI Radio Science Meeting will be held July 10 - 15, 2022 at the Hyatt Regency and Grand Hyatt, in Denver, Colorado, USA.

Show Hours:

09:00 - 18:00 Tuesday, July 12, 2022

09:00 - 18:00 Wednesday, July 13, 2022

09:00 - 15:00 Thursday, July 14, 2022

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, all Exhibitors must guarantee that their booths will be staffed during all show hours

3. INSTALLATION AND DISMANTLING: Spaces will be accessible to Exhibitors for setting up displays on Monday, July 11, 2022, from 13:00 to 18:00. 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 service contractor move-out.

4. BOOTH SIZE/FEE/EQUIPMENT: A full exhibit area is 10 feet x 10 feet at a cost of U.S. \$3,300.00 (by 4/30/2022) / U.S. \$3,800.00 (after 4/30/2022 and while space is available). 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 a description per exhibitor in the on-site directory and on the Symposium web site, and two exhibitor registrations granting access to plenary and technical sessions as an audience member. 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 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 reserves the right to alter an Exhibitor's assigned space, if it is necessary and is in the best interest of the Exhibition. The Exhibitor will be consulted before IEEE exercises this right.

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.

9. 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.

10. 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.

11. ON-SITE REPRESENTATIVE: Exhibitors shall keep an attendant in their space during all exhibit hours.

12. SECURITY/LIABILITY: Overnight security personnel will be present in the exhibit area. The Exhibitor assumes entire responsibility and agrees to protect, indemnify, and defend IEEE, 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 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.

- 13. 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.
- 14. CANCELLATION:** If space contracted is canceled by the Exhibitor on or after May 7, 2022, or if the Exhibitor fails to occupy the space contracted, IEEE is entitled to the full amount of the space rental.
- 15. 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.
- 16. INABILITY TO PERFORM:** If IEEE 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 will refund to the Exhibitor the amount of the rental paid and IEEE shall have no further obligation or liability to the Exhibitor.
- 17. 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 prior to the opening of the event.
- 18. PATRON AND GRANTOR ENTITLEMENTS:** Completion of the support 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, at its discretion, may make reasonable changes, amendments or additions to entitlements. To be included in the Symposium On-Site program, as a Diamond, Platinum, Gold, Silver, or Bronze patron, IEEE must receive the contributor's signed Application and applicable payment by April 30, 2022. Missed deadlines are not remunerable by IEEE.
- 19. COMPLIANCE WITH TERMS AND CONDITIONS:** IEEE, 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.

