

## Exhibitor Prospectus

### Space Assignments

The following rules and regulations governing the exhibit under the auspices of the CVPR 2015 Conference are part of the application for space and constitute a contract between the Exhibitor and the Conference. They have been formulated in the best interest of the Exhibitor and full cooperation of the Exhibitor in their observance is asked. Any detail not specified is subject to decision by the Chair of the Conference. Exhibit space will be assigned based on the date the application is received.

### Space Selections

The Exhibitor agrees to accept the space assigned. The registration along with full payment for space, should be completed by Wednesday April 15, 2015. The Conference reserves the right to modify the designated exhibit space in the event a change in the original assignment is necessary. The acceptance of these terms and conditions along with the full payment for rental charges constitute a contract.

### Space Rental Fees

\$2000 for a 10x15ft booth with table and 2 chairs, electricity, drayage and wireless internet included. Additional 5x10 ft space:\$500; additional 10x10ft space:\$1000. Additional tables/chairs free upon request.

### Exhibits - What is included with your exhibit fee?

The Exhibit fee includes 1 complimentary full passport registration. Additional badges can be purchased – see below. The Conference will furnish a table (usually 8') and two chairs, electricity, pipe/drape and drayage. Exhibitors are responsible for any other requirement needed. Wireless internet access will be available onsite, but the conference cannot be responsible for signal strength or other aspects of the wireless connection.

### Additional Fees

Additional staff - \$350 per person, limit 3 additional people. Not valid for attending workshops.

46" monitor on stand = \$600 for 3 day rental

42" monitor=\$500 for 3 day rental

24" monitor=\$125 for 3 day rental

Cocktail/pedestal table = \$50 for 3 day rental

Wired Internet connection = various options. Contact Liz Ryan(liz@ctoevents.com) for 3 day rental

### Drayage (Shipping of materials to the convention center)

Materials cannot be shipped directly to the Hynes Convention Center. CVPR will be using a third party to receive the shipments, have them delivered to your booth, and pickup boxes for return shipments. Details will be sent to all exhibitors in May.

### Setup/Breakdown hours

Setup will be 2pm-6pm, Sunday June 7, 2015 or 7am-10am, Monday June 8, 2015. Breakdown will be 5pm-6pm, Wednesday, June 10, 2015.

### Terms of Payment

No registration will be processed without remittance of full payment. Payment may be made by credit card or check. Registration is done online via our registration link. (see [http://pamitc.org/cvpr15/sponsor\\_exhibitor\\_info.php#exhibitor](http://pamitc.org/cvpr15/sponsor_exhibitor_info.php#exhibitor)).

### Cancellations

Exhibitors are requested to notify the Conference Organizers with cancellations. Cancellations are not effective until they have been submitted in writing. The date the Exhibitor's written notice of cancellation is received will be the official cancellation date. Cancellation of space before Friday May 22, 2015, 5pm EST will result in a penalty of 50% of the total cost of the space assigned. Cancellation of space after May 22, 2015 will result in NO REFUND. Space reductions are considered cancellations and are subject to cancellation fees. It is understood that the CVPR 2015 Conference reserves the right, at its option, to reassign a cancelled table regardless of the cancellation rate assessed.

### Failure to Occupy Space

Any Exhibitor failing to occupy space is not relieved of the obligation to pay full rental price for space. The Conference shall have the right to use exhibit space as it sees fit, provided the space is not occupied by the scheduled exhibit hall opening, unless prior alternative arrangements have been agreed upon.

### Sharing Space

Subletting of space is not permitted.

### Badges and Staffing

Each exhibiting company is limited to one (1) complimentary passport registration per booth. Registration includes technical program, breaks and receptions and one copy of the conference USB proceedings. Additional badges for staffing booth only (ie not good for workshop days) may be purchased for \$350 each, limit 3. Exhibits must be staffed during show hours. CVPR 2015 exhibits will be on June 8,9,10, 2015 during the poster sessions. For hours, see the program on <http://www.pamitc.org/cvpr15>. Please note that you will be in violation of regulations if the exhibit is not staffed. Identification badges may be picked up at the registration desk. Badge exchange between exhibitor representatives is not permissible.

**Operation of Exhibits**

The management reserves the right to restrict exhibits which, because of sound, method of operation, materials, content or any other reason are deemed objectionable, and also to prohibit or evict any exhibit as a whole.

**Size of Exhibits**

Exhibits must be arranged so as not to obstruct the view or otherwise interfere with the displays of other Exhibitors. This restriction includes person(s), things, conduct, printed material, noise, or anything of a character which may be objectionable to the exhibit as a whole. In the event of such restriction or eviction, the IEEE is not liable for any refunds, rentals or other exhibit expenses.

**CONTRACTUAL CONSIDERATIONS****Violations**

As a condition for exhibiting, each Exhibitor shall agree to observe all policies. Violators will not be eligible to exhibit at future CVPR Conference meetings.

**Insurance**

Advise your agent! Insurance on all exhibits is the responsibility of the Exhibitor. The IEEE will not assume any responsibility for property loss or damage to personal property, as stated in the section on Limitation of Liability. Exhibitors are advised and encouraged to carry insurance to cover their property against damage and loss and public liability insurance for claims of injury to the person and property of others.

**Limitation of Liability**

Exhibitor agrees with IEEE that IEEE shall not be liable for any damage or liability of any kind or for any 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 indemnify and hold harmless IEEE from all liability whatsoever, on account of such damage, or injury, whether or not caused by negligence of or breach of an obligation by Exhibitor or its employees or representative.

**Catastrophe**

In the event of fire, strikes, or other unavoidable occurrence rendering the exhibit space unfit for use, provisions will be made for the exhibit elsewhere or a proper financial adjustment will be made to the exhibitor.