TUgis 2012 Exhibitor Agreement

Exhibitor Information

Company Name _____
Address _____
Telephone _____ Fax _____ Email _____

Exhibit and Related Fees	On or before 1/27/2012	After 1/27/2012	Amount
Exhibit Space			
Conference Co-Sponsor (Platinum Level)	$ 4,500	$ 5,200	
Sponsoring Exhibitor (Gold Level)	$ 2,850	$ 3,140	
Exhibitor (Silver Level)	$ 1,600	$ 1,800	
Not For Profit Organization	$ 1,000	$ 1,400	
Advertising Opportunities			
Final Program, Full Color (artwork due 3/2/2012)			
Full page	$ 1,500		
Half page	$ 850		
Quarter page	$ 600		
Packet Stuffing Fee	$ 500		
Total			$

Sponsoship Levels

The following is a list of items included with each sponsorship level:

Platinum level sponsors receive:
1. Listing on all conference materials as a "**TUgis** Conference Co-sponsor."
2. Opportunity to present at the *EXCITE* Session on Tuesday, March 20, 2012 (available to first seven registered platinum level sponsors only).
2. Recognition from the podium at the plenary sessions (including co-sponsor plaque).
3. Recognition as the sponsor of one of the conference meals (continental breakfast, lunch, ice breaker social, or ice cream social) or break out room in your company's/organization's name.
4. One 8' x 10' booth (includes electrical and Internet service).
5. Full page advertisement in the **TUgis** final program.
6. Four full conference registrations.
7. Listing on the **TUgis** Web site (graphic listing and Web site link).
8. 25 drink tickets for the Ice Breaker Social.

Gold level sponsors receive:
1, Listing on all conference materials as a "**TUgis** Sponsoring Exhibitor."
2. Recognition from the podium at the plenary sessions.
3. One 8' x 10' booth (includes electrical and Internet service).
4. Half page advertisement in the **TUgis** final program.
5. Two full conference registrations.
6. Listing on the **TUgis** Web site (graphic listing and Web site link).
7. 10 drink tickets for the Ice Breaker Social.

Silver level sponsors receive:
1. One 8' x 10' booth (includes electrical and Internet service).

2. One full conference registration.
3. Listing on the **TUgis** Web site (text listing and Web site link).

Not-for-profit organizations receive:

1. One 8' x 10' booth (includes electrical and Internet service).
2, One full conference registration.
3. Listing on the **TUgis** Web site (text listing and Web site link).

Exhibitor Guidelines

The following are Exhibitor Guidelines for **TUgis 2012**:

1. Exhibitor space is not guaranteed until payment has been received.
2. Companies or organizations choosing to exhibit as co-sponsors or sponsoring exhibitors will be given first choice in selecting exhibit space. All other exhibitors will be assigned space on a first come-first served basis.
2. The exhibit fee includes one or more full-conference registrations for exhibit staff members (depending on the sponsorship level selected). All additional exhibit staff members must register and pay the full-conference registration fee.
3. Exhibits must be set up by 10:00 am on Monday, March 19, 2012.
4. Exhibit breakdown begins on Tuesday, March 20, 2012 at 3:30 pm. All exhibitors are expected to maintain their booths through the conclusion of the Ice Cream Social.
5. If your company plans to share exhibit space with another company (in any capacity), each company must pay the full exhibit fee.

Exhibit Space Request

Applications for exhibit space will be assigned on a first-come, first-served basis, with preference given to Conference Co-Sponsors and Sponsoring Exhibitors. We will take your requests into consideration when we assign booth locations.

Please indicate your first, second, and third choices for your exhibit space:
1. _____ 2. _____ 3. _____

Electric and Internet Information

We are not responsible for voltage fluctuations or power failures. A generator will supply power and a backup generator will be onsite. For your protection, please provide a surge protector on all computer equipment and any electronic machinery. Wired and wireless Internet connectivity will be to all exhibit spaces. You will need to provide your own NIC (Network Interface Card). For ease of use, consider using the University's wireless network connection. Your computer must be set up to use the DHCP Protocol for the TCP/IP connection.

Cancellation Policy

There is a 50% fee per booth for all cancellations received on or before Friday, March 2, 2012. No refunds can be processed for cancellations received after Friday, March 2, 2012. The exhibitor's authorized representative must submit a cancellation request in writing.

Payment Information and Policy

Booth reservations are accepted on a first-come, first-served basis and are confirmed upon receipt of payment to the Towson University Department of Geography and Environmental Planning. All accounts must be paid in full for exhibitors to be given a booth number and to gain entrance to the Exhibit Hall. Please make all checks payable to ***Towson University***.

☐ Check ☐ Visa ☐ Mastercard ☐ RSTAR Transfer

Account Number Expiration Date

_____

Cardholder Signature

_____

Cardholder Name

_____

TU Federal Tax ID#: 52-6002033. RSTAR payment will not be credited until an RSTAR transfer number has been sent to the Towson University Department of Geography and Environmental Planning.

Please return this form with your payment to:

Phil Reese
Department of Geography and Environmental Planning
Towson University
8000 York Road
Baltimore, Maryland 21252-0001
410-704-3407
410-704-4702 (fax)
preese@towson.edu

Agreement

Towson University agrees to permit _____ to display its equipment at Towson University as part of the 25th Annual Towson University Geographic Information Sciences Conference for the period of March 19-20, 2012. As a condition of this permission, _____, on behalf of its successors and assigns, agrees as follows: The above named exhibitor shall bear the entire risk of loss, theft, destruction, or damage to equipment while on display. The equipment is and shall at all times remain the property of the above named exhibitor. Towson University shall nave no responsibility for the safekeeping of the equipment while on display and shall provide no insurance for this purpose. It shall be the responsibility of the above named exhibitor to provide any insurance. The above named exhibitor shall be responsible for the installation and removal of the equipment from the Towson University premises. The above named exhibitor agrees to waive any claims against the University, its agents, servants and employees for any damage to the equipment or for the loss of use of such equipment, if damaged, on Towson University premises, whether or not such damage is caused by the negligence of the University, its agents, servants, and employees. The following is a description of the property to be displayed in the exhibit space:

_____

_____

_____

_____

I have read and agree to abide by all of the requirements specified in the Exhibitor Agreement.

_____
Name

_____ _____
Company Date