

# 84<sup>TH</sup> SHOCK AND VIBRATION SYMPOSIUM

EXHIBITOR PROSPECTUS

NOVEMBER 3 - 7, 2013  
ATLANTA, GA

VISIT [WWW.SAVECENTER.ORG](http://WWW.SAVECENTER.ORG)  
FOR MORE DETAILS!

## WHY EXHIBIT?

### THE CONFERENCE

The continuous service record and the community rapport of the Shock and Vibration Symposium speaks for itself. With 83 Symposia under the community's belt, the 84th Symposium promises to deliver what the organization has come to pride itself on; a quality technical conference. With the conference comes over 200 technical papers, tutorials, meetings, discussion groups, and other fora presented from experts in their field.

### ATTENDEE PROFILE

These presentations are geared toward over 500 attendees representing the US Government and the commercial sector of the shock and vibration community. These attendees range in assignment from project engineers and program developers to project managers and product developers. We also have representatives from academia and have attendance from over 15 different countries.

### PARTIAL LIST OF PREVIOUS EXHIBITORS

We have attracted the largest names in measurement, testing, and equipment in our exhibit hall. Below is a list of many of the exhibitors who have joined us in the last few years. If your competitor is on this list, shouldn't you be?

Advanced Antivibration Corp.  
Aberdeen Test Center  
ABS Consulting  
Aero Nav Laboratories  
AFRL  
AGM Container  
Alion Science & Technology  
Altair Engineering  
Barry Controls  
Baughn Engineering  
Bayer Material Science  
Boeing  
Bruel and Kjaer  
Caparo Dynamics  
Columbia Research Labs  
Crystal Instruments  
Data Physics Corp  
Dayton T. Brown  
DHS  
Diversified Technical Sys  
Draper Laboratory  
DTRA  
Dytran Instruments  
EADS NA / TYX Corp  
Electric Boat Corporation

Enidine Incorporated  
ETS Solution NA  
GE Fanuc  
HGL Dynamics/MetroLaser  
HighTechniques  
HI-TEST Laboratories  
Huntington Ingalls Ind.  
IDC  
IOTech  
Isolation Dynamics Corp  
IST  
ITT Enidine  
Kellett Enterprises  
KEMO Inc.  
Kistler Instrument  
Lansmont Corporation  
LMS North America  
m+p International  
Meggitt Sensing Systems  
Moog CSA Engineering  
MREL Group  
MSC Software  
National Instruments  
National Technical Systems  
NAVSEA Warfare Centers

NEi Software  
Newport News Industrial  
Northrop Grumman Shipbldg  
NSWC Carderock  
OROS  
Pacific Instruments  
PCB Aerospace & Defense  
PCB Piezotronics  
Precision Filters  
Qinetiq  
Securetilt  
SEM  
Shock Tech  
SIMULIA  
Spectral Dynamics  
SPEKTRA  
Taylor Devices  
TEAM Corporate  
The VMC Group  
Unholtz-Dickie Corp  
US Army ERDC  
Vibration Institute  
Vibration Research Corp.  
Weidlinger Associates  
Xcitex Inc

## EXHIBIT PROVISIONS

### BOOTH SPACE ASSIGNMENT

Booth assignments will be made based on a first-come, first-served basis with preference given to exhibitors participating as corporate supporters.

### BOOTH FEE INCLUSIONS

A schedule of exhibit fees is provided on page 4. Included in these fees are the following services: a 10'x10' space (ALL booth spaces are the same size unless a company purchases an adjoining booth location), a table, two chairs, and one electrical outlet. If you require additional services (i.e. internet, AV, telephone, etc.), you may contact the hotel directly. All styles of exhibit booths (pop-ups, table-tops, etc.) may be placed in any booth.

### EXHIBIT SCHEDULE

MONDAY, NOVEMBER 4, 2013

Exhibit Set-up*	3:00pm - 10:00pm
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TUESDAY, NOVEMBER 5, 2013

Exhibit Area Open	11:00am - 5:00pm
Exhibitors' Luncheon	11:30am - 1:00pm
Break	3:00pm - 3:40pm

WEDNESDAY, NOVEMBER 6, 2013

Exhibit Area Open	7:30am - 5:00pm
Ice Cream Social	3:00pm - 3:40pm

THURSDAY, NOVEMBER 7, 2013

Exhibitor Dismantle**	8:00am - Noon
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\* Booths MUST be operational by 10:00am on 11/5/2012.

\*\*Exhibitors may dismantle Wednesday after 5:00pm if they do not require logistical or shipping support.

### EXHIBIT SUPPORT PERSONNEL

The 10' x 10' space is provided with (2) chairs to accommodate support personnel. Should more personnel be necessary, so long as it does not interfere with other exhibitors or traffic of the exhibit hall, they shall be allowed. Support staff must be registered. No fees will be assessed unless they attend technical sessions. Support personnel are allowed all meals and entry into all socials.

### EXHIBITOR FLOORPLAN

The Symposium staff reserves the right to amend the floorplan, if, in its judgement, it is in the best interest of the Exhibition and overall needs of exhibitors.

### EXHIBITOR DIRECTORY

Exhibitors may have a description of their organization listed in the conference program. The descriptions must be 50 words or less and must be submitted by August 15, 2013. Any descriptions exceeding 50 words will be edited at the discretion of the conference staff. Descriptions received after the due date will not be published. If your organization is hosting other activities (i.e. - hospitality suite, reception, etc.), and you would like this information publicized, send us the specifics of the activity, and we will announce it in event publications.

### PAYMENT, CANCELLATION, AND REFUND

Reservations can be made by completing the exhibitor form. Payment is expected within 30 days of booth reservation, or by October 15th. Checks should be made payable to HI-TEST Laboratories and mailed to PO Box 165, Arvon, VA 23004.

All cancellations must be received in writing and submitted to Ashley Shumaker or Drew Perkins. The following schedule will be used in determining penalties (dates listed are when notice is received):

March 1– July 31, 2013:	No penalty. 100% refunded.
August 1-31, 2013:	50% penalty. 50% refunded.
September 1-30, 2013:	75% penalty. 25% refunded.
October 1, 2013 or after:	100% penalty. 0% refunded.

### LIABILITY STATEMENT

HI-TEST Laboratories, Inc. assumes no liability for loss, damage, or theft of goods rented or leased by the exhibitor. The exhibitor shall indemnify HI-TEST against and hold it harmless for any complaints, suits or liabilities resulting from negligence in connection with the exhibitor's use of the display space. HI-TEST is not responsible for damage sustained in delivery, storage, setup, or shipping of exhibitor's property.

## RATES & PACKAGES

We strive to offer exhibit rates and packages that are flexible, fair, and beneficial for all parties. We appreciate the support from our exhibitors and the atmosphere that our exhibit hall exudes for our Symposium. Please review the published rates below and contact us with any questions about adjusting any of the packages or amenities.

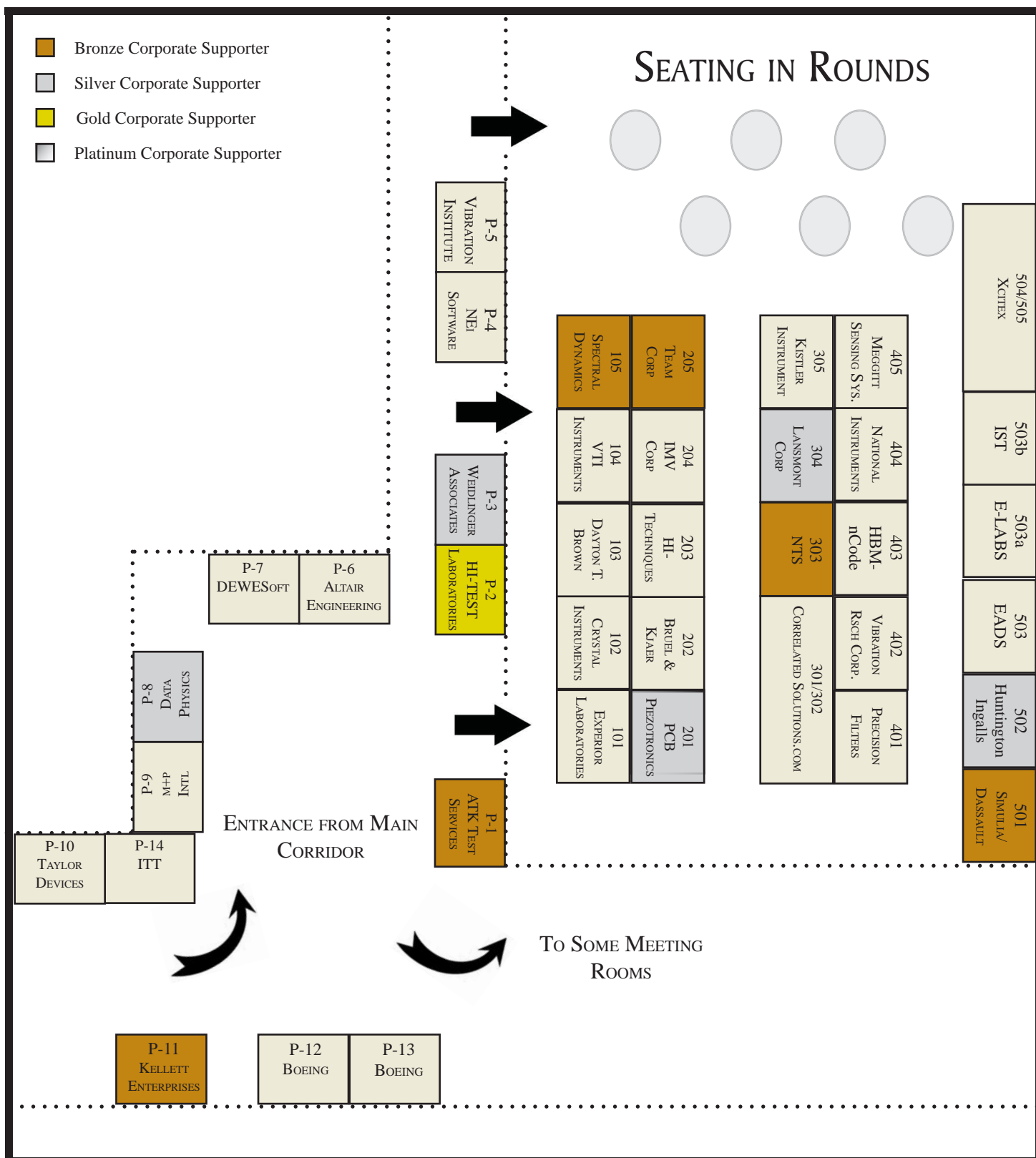
### EXHIBIT & CORPORATE SUPPORTER RATES

PACKAGE NAME	PACKAGE PRICE	INCLUDED FEATURES
Basic Exhibit Package	\$1,900	10x10 exhibit space, basic 110 electricity, two chairs, table, option to purchase (2) discounted Symposium Registrations for technical portion of event
Bronze Package	\$4,000	Basic Exhibit Package + (2) Complimentary Symposium Registrations, one tutorial per complimentary registrant, Calendar Ad, Coffee Sponsorship
Silver Package	\$6,000	Basic Exhibit Package + (4) Complimentary Symposium Registrations, one tutorial per complimentary registrant, Calendar Ad, Break Sponsorship
Gold Package	\$10,000	Basic Exhibit Package + (6) Complimentary Symposium Registrations, up to (2) tutorials per complimentary registrant, Calendar Ad, Breakfast/Lunch Sponsorship
Platinum Package	\$15,000	Basic Exhibit Package + (8) Complimentary Symposium Registrations, up to (2) tutorials per complimentary registrant, Calendar Ad, Welcome Package Sponsorship (Logo on all printed materials, ie. program, abstract book, website, event bags)

### ADD-ON SPONSORSHIPS & ADVERTISING OPPORTUNITIES

ADD ON	PRICE	# AVAILABLE	INCLUDES
Ice Cream Social	\$650	2	Signage, event recognition, ice cream handed out at/near sponsor's booth
Calendar Ads	\$950	12*	8" x 10" Ad in 2014 Calendar <small>*Each corporate support package includes a calendar ad. As such, the number of ads available for purchase equals 12 less the number of corporate supporters.</small>
Guest Program Package	\$1,000	2	Signage, event recognition
Technology Package	\$3,000	1	Internet provided at no charge to Symposium guests in "Internet Café," signage, event recognition

## EXHIBIT FLOORPLAN



## REGISTRATION FORM

### I. COMPANY/ORGANIZATION INFORMATION

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Booth Contact: \_\_\_\_\_ Email: \_\_\_\_\_

### II. REGISTRATION OPTIONS

☐ \$1,900 Basic Exhibitor Package

**OR**

#### Corporate Supporter Packages

☐ \$4,000 Bronze Package

☐ \$6,000 Silver Package **PLUS**

☐ \$10,000 Gold Package

☐ \$15,000 Platinum Package

#### Sponsorship Add-Ons

☐ \$650 Ice Cream Social

☐ \$950 Calendar Ad

☐ \$1,000 Guest Program Sponsor

☐ \$3,000 Technology Package

Total for Package & Add-Ons Selected in Section II: \$ \_\_\_\_\_

### III. BOOTH SELECTION & PERSONNEL

Booth Preference: (1) \_\_\_\_\_ (2) \_\_\_\_\_ (Other Requests?) \_\_\_\_\_

Booth Staff Names\*: (1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

\*These names are for Exhibit Support ONLY. If you have a staff member that will be attending technical sessions, they must fill out a standard attendance form and submit payment for any associated fees (including the staff members using the option to purchase the discounted registrations included as part of the Basic Exhibit Package). We understand the nature of the sales profession, and should any of these names change, please notify us with the change so we may update the event database and have a badge prepared for all attendees upon check-in.

### IV. PAYMENT INFORMATION

Payment amount should equal total from Section II (Registration Options). If you would like to be invoiced, please check the appropriate box below. Please note that payment must be received within 30 days of registration. Acceptable methods of payment are check or any major credit card. We do not accept bank transfers.

☐ Check: \*Made payable to HI-TEST Laboratories (Number) \_\_\_\_\_ (Date) \_\_\_\_\_

☐ Credit Card:

CC Number \_\_\_\_\_ Name on Card: \_\_\_\_\_

Exp Date: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_ Security Code: \_\_\_\_\_

Email Address for Receipt: \_\_\_\_\_



## SHIPPING INFORMATION

### **SHIPPING YOUR EXHIBIT EQUIPMENT & MATERIALS**

All materials should be sent directly to the hotel hosting the Symposium.

All shipments should be sent to:

Grand Hyatt Atlanta

Attn: 84th Shock and Vibration Symposium; Booth ##

3300 Peachtree Road, NE

Atlanta, GA 30305

Please be sure to indicate 84th Shock and Vibration Symposium on your package, along with booth number.

**SHIPMENTS SHOULD ARRIVE AT THE VENUE NO EARLIER THAN NOVEMBER 1, 2013.**

### **BOOTH SETUP AND TEARDOWN**

On Monday, November 4, all shipped exhibit materials will be delivered to the exhibit hall to the booth number indicated on the package. At 3:00pm when the Exhibit Hall is open for setup, you may enter and begin construction of your booth space.

We do not use a third party drayage or union company to receive, setup, or handle exhibit materials. At the beginning of the designated setup time the hotel will have delivered all items shipped in to the appropriate exhibit booth location. It is the responsibility of each exhibitor to setup the booth. No HI-TEST Laboratories employee (ie. conference staff) will assist with setup or teardown of the booth.

Booth teardown will begin on Thursday, November 7 at 8:00am for all exhibitors requiring logistical or shipping support from the hotel or HI-TEST. Any exhibitor that will be removing their supplies from the conference area by themselves without the need for storage or shipping assistance may begin teardown Wednesday, November 6 after 5:00pm. If an exhibitor tears down their booth on Wednesday and leaves in the conference area may be charged a storage and/or handling fee by the hotel or directly from HI-TEST.

### **SHIPPING YOUR MATERIALS OUT**

Near the close of exhibit hours, our Exhibit Hall Manager will approach each booth with shipping options. FedEx or UPS labels will be provided to each booth. One pickup will be scheduled to the hotel. Each exhibitor must provide an account number to use these shipping services.

Exhibitors are also allowed to organize their own outbound shipment through a third party or private vehicle. There are FedEx, UPS, and standard postal facilities within the area of the hotel if you would prefer to ship your packages directly from one of these locations.

Please see the liability statement on page 3. HI-TEST Laboratories, Inc. is not liable for any damage, loss, or theft of exhibit materials during transportation to, from, or while at the Symposium. Please contact the Grand Hyatt Atlanta for specific questions on their waiver during storage, handling, and shipping.

### **SHIPPING & BOX HANDLING RATES**

The Grand Hyatt Atlanta has the following standard rates for storing and handling all incoming boxes:

A \$3.00 fee per package or \$125 per pallet (each way) will be applied to all packages received into and shipped out of GHA. This fee does not include prevailing shipping fees. Exhibit boxes should arrive no more than (3) days prior to scheduled set up day. GHA is not responsible for the safe or timely arrival of any package sent to the hotel by or for the group. The GHA accepts no liability for lost, stolen or damage goods.

A form is available at [www.savecenter.org](http://www.savecenter.org) for download that should be returned to the hotel before shipment of your exhibit supplies.

# EXHIBIT OR EVENT QUESTIONS? CONTACT:

**DREW PERKINS, PROGRAM MANAGER**

**[DREW.PERKINS@SAVECENTER.ORG](mailto:DREW.PERKINS@SAVECENTER.ORG)**

**ASHLEY SHUMAKER, MANAGER OF OPERATIONS**

**[ASHLEY.SHUMAKER@SAVECENTER.ORG](mailto:ASHLEY.SHUMAKER@SAVECENTER.ORG)**

**[WWW.SAVECENTER.ORG](http://WWW.SAVECENTER.ORG)**

**434.581.3041 O**

**434.581.3037 F**