

SPONSORSHIP/ AD INSERTION

2024 WINTER 28 Jan. – 1 Feb. | Exhibits: 29-31 Jan.

Please review the 2024 BICSI Conference & Exhibition Rules and Regulations and Exhibitor Contract at bicsi.org/marketing.

2024 FALL 15-19 Sept. | Exhibits: 16-18 Sept.

CONTACT INFORMATION (please type or print clearly)

Exhibitor/Full company name (as you would like it to appear)				Order date
Address	City	State/Province	Zip/Postal code	Country
Website	Company phone number		Company toll-free number	

PRIMARY BOOTH CONTACT (to receive all exhibitor mailings)

Title	Authorized Signature		
Work number	Mobile number	Email	Fax

SECONDARY CONTACT

Work number	Mobile number	Email	Fax
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If requesting a bigger booth size than what you receive with your sponsorship level, please use the appropriate pricing found on the exhibitor applications for each additional 10'x10' when entering below.

WINTER SPONSORSHIP LEVEL

Diamond
 Silver

Platinum
 Bronze

Sponsorship level cost:	\$ _____
ADDITIONAL 10X10's	
Quantity: _____	
+ \$/10X10	\$ _____
Layout: (i.e. 20x30) _____	
Total	\$ _____
OTHER SPONSORSHIPS	
Item one: _____	
+ Item one cost:	\$ _____
Item two: _____	
+ Item two cost:	\$ _____
Item three: _____	
+ Item three cost:	\$ _____
PROGRAM AD(s)	
Ad size: _____	
Quantity: _____	
+ Ad cost:	\$ _____
= TOTAL	\$ _____

FALL SPONSORSHIP LEVEL

Diamond
 Silver

Platinum
 Bronze

Sponsorship level cost:	\$ _____
ADDITIONAL 10X10's	
Quantity: _____	
+ \$/10X10	\$ _____
Layout: (i.e. 20x30) _____	
Total	\$ _____
OTHER SPONSORSHIPS	
Item one: _____	
+ Item one cost:	\$ _____
Item two: _____	
+ Item two cost:	\$ _____
Item three: _____	
+ Item three cost:	\$ _____
PROGRAM AD(s)	
Ad size: _____	
Quantity: _____	
+ Ad cost:	\$ _____
= TOTAL	\$ _____

WE AGREE UNCONDITIONALLY TO THE FOLLOWING TERMS:

1. If signing up by 31 March 2023, a 25% non-refundable deposit for each show is required. Remaining balances are due: Winter, by 29 September 2023; Fall, by 3 May 2024. If signing up after 31 March 2023, a 100% payment is due for Winter; 50% non-refundable deposit for Fall; Remaining balances are due on dates listed above or full payment is due if the dates listed above have passed. 2. Booth assignments will be made using a lottery system for all applications received and paid in full by the Early Bird deadline. After the deadline, assignments will be made on a first-come, first-served basis. 3. We understand, agree to, and will abide by the terms and conditions outlined in the 2024 BICSI Conference & Exhibition Rules and Regulations AND the Exhibitor Contract found at bicsi.org/marketing. 4. The relationship between BICSI and the sponsoring organizations/corporations of an event or an event-related item does not represent exclusive agreements between BICSI and the specific organizations/corporations, nor does it suggest that BICSI endorses the programs, products, or services of the organizations/corporations. Sponsor agrees that this sponsorship contract cannot be cancelled at any time. **Important Note:** Should any of the sponsorship opportunities be partially funded, the sponsoring organization/corporation will receive the benefits outlined, but with the caveat "sponsored in part by name of company." **Right to Refuse Sponsor:** BICSI shall reserve the right to reject a potential sponsor on such factors as questionable business practices, those having a mission conflict with BICSI, or those who desire to assume control of an event through sponsorship. **Material Production:** BICSI will be responsible for the production of materials (unless otherwise specified) and will invoice the sponsoring organization/corporation directly. If the sponsoring organization/corporation is able to obtain a better product, then BICSI reserves the right to approve the product and subsequent design of the product. BICSI reserves the right to charge a sponsorship fee should the sponsoring organization/corporation decide to produce the materials. Quantities may change depending on attendance figures.

Exhibiting companies agree to maintain such insurance that will fully protect BICSI from any and all claims of any nature whatsoever, including claims under the Worker's Compensation Act, and for personal injury, including death which may arise in connection with the installation, operation, or dismantling of the exhibitor's display. Exhibiting companies are required to add on to their existing insurance portal-to-portal rider at a nominal cost, protecting them against the loss damage to their materials by fire, theft, accident, or other related loss.

LOGO SUBMISSION: Logos must be received upon confirmation of sponsorship. Please email kosterman@bicsi.org. Logos must be provided as a vector file (Illustrator or EPS) in CMYK AND black OR white version. In addition, an RGB PNG must be provided for our website.

I, the undersigned, as authorized agent of the above-named company, agree to adhere to the specified terms and conditions of this contract/application and to the full 2024 BICSI Conference & Exhibition Rules and Regulations and Exhibitor Contract located at bicsi.org/marketing. I understand I am responsible for ensuring that all other company representatives do the same. I acknowledge that BICSI reserves the right to accept or reject this application.

Authorized signature	Title	Date
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FOR BICSI USE ONLY

IMPORTANT: The current show MUST be paid in full PLUS the minimum deposit required for any future show(s) MUST be paid in full to select booth space in that show's lottery.

	Winter	Fall
Company ID:		
Booth Number:		
Booth Size:		
Total Booth Cost:		
Deposit Received:		
Deposit Processed:		
Balance Due:		
Balance Received:		
Balance Processed:		
Invoice Number:		

CONTACT BICSI

Mail or fax this form to: BICSI, Attn: Courtney Nalls,
 8610 Hidden River Parkway, Tampa, Florida 33637-1000 USA
 Fax: +1 813.971.0286; Phone: 800.242.7405 (USA & Canada toll-free)
 or +1 813.769.1842; Email: cnalls@bicsi.org; Web: bicsi.org

PAYMENT SECTION Please submit front and back of this form for processing.

Please make all checks payable to BICSI in U.S. dollars, drawn from a U.S. bank. (Call BICSI's Accounting Department for instructions on wiring funds.) For your protection, BICSI does not accept emailed credit card numbers. If paying by credit card, please mail or fax your payment information instead.

+ Winter \$ _____
+ Fall \$ _____
= Total \$ _____

Check or Money Order Visa MasterCard American Express Discover

 Cardholder name (as it appears on the credit card) Cardholder signature

 Credit card number Expiration date CVV Billing zip code (required)