

RAWCON 2003
 August 10, 2003 – August 13, 2003
 Hilton Boston, Logan Airport
 Boston, Massachusetts
2003 APPLICATION AND CONTRACT FOR EXHIBIT SPACE

We hereby apply for exhibit space at RAWCON 2003, in the Hilton Boston, Logan Airport, on 10-13 August 2003. We agree to abide by how rules and regulations, as detailed in the Exhibitor Services Manual issued in advance of RAWCON 2003.

Company Name: _____
 Contact Name: _____ Title: _____
 Address: _____
 (Please do not include P.O. Box #)
 City: _____ State: _____ Province _____ Postal Code: _____ Country _____
 Telephone: _____ Fax: _____
 Email: _____ Web Page: _____

BOOTH LOCATION PREFERENCE::

First Choice _____ Second Choice _____ Third Choice _____

We wish to be located as close as possible to the following companies:

If possible, please do not locate our space adjacent to or directly across from the following companies:

We will be exhibiting products in the following categories: _____

We are: _____ Manufacturer _____ Manufacturer's Representatives _____ Resellers _____ Industrial Distributors
 _____ Publisher _____ Government Agency _____ Other _____

A 50% deposit of the full price of space contracted must be received with your signed application in order to assign a tabletop. **Full payment is required for all applications received after 1, July 2003**

	UNIT COST	QUANTITY	TOTAL COST
8x10 Booth Space (prior to 7/1/03)	\$1000.00		
8x10 Booth Space	\$1250.00		
6 Foot Tabletop Exhibit (prior to 7/1/03)	\$750.00		
6 Foot Tabletop Exhibit	\$900.00		
Speaker Discount*	-\$230.00	(1 only!)	
Total Due:			

***Presenter Name:** _____ **Session ID:** _____

Company Name (must be same as exhibiting organization): _____

PAYMENTS MUST BE IN US FUNDS

**Exhibitors are responsible for all bank collection fees and or discounts associated with their payments.
 Make all checks payable to : IEEE CONFERENCE MANAGEMENT SERVICES (CMS)**

Method of Payment: Amex _____ Visa _____ Discover _____ Diners Club _____ M/C _____ Check _____
 Acct: _____ Exp. Date: _____ Signature _____

AUTHORIZATION

I am authorized by my company to contract for exhibit space at RAWCON 2003 indicated above. I have carefully read and accept the information and conditions contained herein.

Print Name: _____ Date _____

Signature: _____ Title: _____

PLEASE RETURN COMPLETED FORM TO:
 IEEE Conference Management Service, Attn: Jennifer K. Turso, CMP
 445 Hoes Lane, Piscataway, N.J. 08855-1331
 1- 800-810-4333 or 732-981-3428 Fax: 732-981-1203

Basic Terms and Conditions

1. **Contract**

This application, properly executed by Applicant (Exhibitor) shall upon written acceptance and notification of booths assigned by RAWCON 2003 Conference management constitute a valid and binding contract.

2. **Assignment of Space**

Assignment of space to exhibitors and those making application after July 1, 2003, will be made in the order of postmark date.

RAWCON 2003 will continue to receive applications and assign exhibit space, as it remains available, until shortly before the show opening date. In all cases, total payments must be received prior to show opening.

RAWCON 2003's assignment of booths is final and shall constitute an acceptance of the Exhibitor's offer to occupy space. After assignment, space location may not be changed, transferred or canceled by the Exhibitor except upon written request and with the subsequent written approval of RAWCON 2003 management. RAWCON 2003 management reserves the right to reassign Exhibitor space in order to modify floor plan for overall benefit of the show.

3. **Subletting Space**

NO exhibitor will assign, sublet, or apportion the whole or any part of the space allotted to him, nor exhibit therein, nor permit any other person or party to exhibit therein, any other goods, apparatus, etc. not manufactured or distributed by the Exhibitor in the regular course of his business except upon prior written consent of CMS Management.

Space reductions are considered cancellations and may be subject to cancellation fees.

4. **Exhibit Space Rental Rates**

Exhibit space rental includes materials and services described herein. RAWCON 2003 Exhibit Booth includes booth space without equipment.

5. **Payment Requirements and Cancellation Charges**

Applications require a 50% deposit before booths are assigned. Payment in full is required by July 1, 2003. All applications received after July 1, 2003 must be accompanied by full payment.

All cancellations must be made in writing and will be based on the following schedule of refunds:

March 1, 2003 – July 1, 2003-----50% Refund

On or after July 1, 2003----- No Refund

It is understood that RAWCON 2003 reserves the right, at its option, to reassign a cancelled tabletop regardless of the cancellation rate assessed.

In the event that the premises in which RAWCON 2003 Show is conducted shall become, in the sole discretion of RAWCON 2003, unfit for occupancy, or substantially interfered with by reason of any cause or causes not reasonably within the control of RAWCON 2003, this agreement may be terminated by RAWCON 2003. For this purpose, the term "cause or causes" shall include, but not by way of limitation, fire, flood, epidemic, earthquake, explosion or accident, blockage, embargo, inclement weather, governmental restraints, terrorist attacks, restraints or orders of civil defense, or military authorities, act of public enemy, riot or civil disturbance, strike, lockout, boycott or other labor disturbance, inability to secure sufficient labor, technical, or other personnel, failure, impairment or lack of adequate transportation facilities, inability to obtain, or condemnation, requisition or commandeering of necessary supplies or equipment, local, state or federal law, ordinance, rule, order, decree or regulation, whether legislative, executive, or judicial, and whether constitutional, or act of God. Should RAWCON 2003 terminate this agreement pursuant to the provision of this paragraph the Exhibitor waives any and all claims for damages and agrees that RAWCON may, after computing the total amount of RAWCON's cost and expenses in connection with its preparation for and conducting of RAWCON 2003's Conference, (including a reasonable reserve for claims and other contingencies), refund to the exhibitor, as and for complete settlement and

discharge of all said Exhibitor's claims and demands, and amount which bears the same relationship to the fee paid by said Exhibitor as the total refundable amount as computed above bears to the total amount of fees paid by all exhibitors.

6. **Exhibit Tabletop Manning and Dismantling Schedule**

A representative must man exhibit space during all times when Exhibition is officially open. Exhibit space must be maintained in a neat and orderly manner throughout the Exhibition. Exhibitors may begin dismantling only after hours stated in exhibitor kit. Move-out must be completed by hours stated in exhibitor service manual. Exhibitors are responsible for removal of all materials used in their display. Any exhibitor leaving materials after hours stated in exhibitor service manual will be charged for the materials' removal. Failure to observe this rule will result in a \$1,000 (U.S. Currency) fine and may jeopardize the exhibitor's space assignments or right to exhibit at forthcoming RAWCON conferences.

7. **Losses or Damage**

Exhibitor agrees with RAWCON 2003 that RAWCON 2003 shall not be liable for any damage or liability of any kind or for any loss, 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 defend, indemnify and save harmless, RAWCON 2003 from all liability whatsoever, on account of any such damage, or injury, whether or not caused by negligence of or breach of an obligation by Exhibitor or its employees or representatives.

Exhibitor will be liable for all damages, or liability of any kind or for any loss, damage or injury to persons or any property during the show from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space.

8. **Demonstrations**

No demonstrations or solicitations shall be permitted outside of the Exhibitor's assigned space, and no signs or placards may be displayed on persons or otherwise outside exhibit spaces.

9. **Compliance**

The Exhibitor assumes all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, State and federal governing bodies concerning fire, safety and health, together with the rules and regulations of the operators and/or owners of the property wherein the Show is held.

10. **Policy**

It is further agreed that the Exhibitor will abide by and comply with rules and regulations concerning local customs that may apply, having agreements with the Show Facility or with authorized contractors employed by RAWCON 2003.

11. **Management**

The Exhibitor further agrees that the conditions, rules and regulations of RAWCON 2003 management are made a part of this contract and that said Exhibitor agrees to be bound by each and all of these rules and regulations, and that the management shall have the full power to interpret, amend and enforce all rules and regulations in the best interest of the Show.