

ACC SECURITY CAPABILITIES WORKSHOP

ARLINGTON, VA
JULY 23 - 24, 2019



SPONSORSHIP & EXHIBITING OPPORTUNITIES

ACC is pleased to offer sponsorship opportunities for the ACC 2019 Security Capabilities Workshop. This is a great way for ACC members to gain extra visibility and exposure in front of key contacts!

As a sponsor or exhibitor of the ACC Security Capabilities Workshop, your company will be recognized in the following manner:

- firm and logo on the ACC website
- firm listing in final conference program
- firm listing in any electronic communications to attendees
- signage and verbal recognition during the event
- final attendee list in Excel format

All sponsors and exhibitors may distribute marketing items, giveaways such as pens, coffee cups, etc. The items to be given away must be coordinated with ACC in advance of the conference to ensure their distribution is logistically feasible. If sponsoring a specific event, distribution of promotional items is limited to the sponsored event only.

SPONSORSHIP OPPORTUNITIES

How to Become a Sponsor -

Sponsorships are available on a first-come, first-served basis, so don't delay! For event availability, contact Colleen Flood at 703-683-5900, colleenf@aconline.org. Please check the event you would like to sponsor.

- o Luncheon Tues.....\$3,500*
- o Luncheon Wed.....\$3,500*
- o Reception.....\$3,500*
- o Wireless internet for attendees.....\$3,500*
- o Registration.....\$2,500
- o Continental Breakfast Tues.....\$2,500
- o Continental Breakfast Wed.....\$2,500
- o Morning Break Tues.....\$2,000
- o Morning Break Wed.....\$2,000
- o Dessert Break Tues.....\$2,000
- o Dessert Break Wed.....\$2,000
- o Afternoon Break Tues.....\$2,000
- o Afternoon Break Wed.....\$2,000

Contributions made to the conference for the sponsorship program will be used to defray costs of the conference. ACC staff determines food and/or beverages served.

Six (6) Exhibit Spaces Available!

- o ACC Member Exhibit Table Top.....\$2,000*
- o Non-Member Exhibit Table Top.....\$2,500*

***Includes one event registration.**

See second page of this flyer for exhibitor rules and regulations.

CONTACT INFORMATION

Name of Company _____

Mailing Address _____

City/State/Zip _____

Phone _____

E-mail _____

Main Contact Person _____

Person Exhibiting (if known) _____

E-mail of Person Exhibiting _____

METHOD OF PAYMENT (please check applicable box)

Check Enclosed (in U.S. dollars made payable to ACC)

Charge my (please check one):

MasterCard Visa American Express

Name on Card _____

Billing Address _____

City/State/Zip _____

Account # _____

Exp. Date _____ CVV Code _____

Signature _____

RETURN COMPLETED FORM TO:

Airport Consultants Council • 908 King Street, Suite 100 • Alexandria, VA 22314

colleenf@aconline.org

EXHIBITOR RULES AND REGULATIONS

PAYMENT OF EXHIBIT SPACE

Application will not be processed without the required payment. All applications must be accompanied by the full payment of the total space rental charge.

In order to receive the member rate, Exhibitor's dues must be paid in full at the time of the conference. In addition, any outstanding invoices to ACC must be paid in full at the time of the conference. Failure to pay may result in termination of this contract.

CANCELLATION OF EXHIBIT SPACE

Exhibit space may be canceled in writing up to ninety-one (91) days prior to the opening of the event without penalty. However, a cancellation charge equal to one third of the fee for the space will be assessed by Airport Consultants Council (ACC) for space canceled from ninety (90) to sixty-one (61) days prior to the opening date of the event; two-thirds the cost of the space if canceled from sixty (60) to thirty-one (31) days prior to the opening date; and the full fee for the space if canceled within thirty (30) days prior to the opening of the event. All cancellations must be made in writing to ACC, 908 King Street, Suite 100, Alexandria, VA 22314 or email colleenf@acconline.org.

ASSIGNMENT OF EXHIBIT SPACE

Space will be assigned by ACC in accordance with the policy announced at the time display space is offered for reservation. ACC reserves the right to relocate display areas for the benefit of the Exhibitor, or for the betterment of the event. No contract shall be in force until signed by ACC.

TERMINATION OF CONTRACT

ACC reserves the right to terminate this contract immediately if an Exhibitor does not follow the Rules and Regulations. ACC also reserves the right to withhold from the Exhibitor possession of his exhibit space if the Exhibitor fails to perform any material term of the contract or refuses to abide by these Rules and Regulations. In the event of a default by the Exhibitor, as set forth in the previous paragraph, the Exhibitor shall forfeit as liquidated damages the amount paid by it for the space rental, regardless of whether or not ACC enters into a future lease of the space involved. The above forfeitures will be effective even though the exhibit space no longer required by the withdrawing company may subsequently be rented by ACC to another company. In case the event premises shall be destroyed or damaged, or if the event fails to take place as scheduled or is interrupted and/or discontinued, or access to the premises is prevented or interfered with by reason of any strike, lockout, injunction, act of war, Act of God, emergency declared by any governmental agency or by ACC, or for any other reason, this contract may be terminated by ACC. In the event of such termination, the Exhibitor waives any and all damages and claims for damages and agrees that the sole liability of ACC shall be to return to each Exhibitor his payment less the pro-rata share of all costs and expenses committed and incurred by ACC.

EXHIBITORS CANNOT SUBLET ANY PART OF THEIR ASSIGNED EXHIBIT SPACE

No Exhibitor shall assign, sublet or share the space allotted with another business or firm unless approval has been obtained in writing from ACC. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in the Exhibitor's display, with the exception of parent or subsidiary companies.

EXHIBITORS' AUTHORIZED REPRESENTATIVES

Each Exhibitor shall provide ACC by **July 9, 2019** the name and title of the person who will be in attendance at the event and responsible for the installation, operation and removal of the exhibit. Said representative shall be authorized by the Exhibitor to enter into such service contracts as may be necessary, the cost of which shall be the Exhibitor's sole responsibility.

EXHIBIT FLOOR BEHAVIOR

No exhibits will be permitted which interfere with the use of other exhibits or impede access to them or impede the free use of the aisles (if any) or public space. Booth personnel are required to confine their activities within the Exhibitor's booth space. This

includes physical incursions, as well as with sound or light. Apart from the specific display space for which an exhibiting company has contracted with ACC, NO PART OF THE EXHIBIT HALL, SURROUNDING GROUNDS OF THE CONVENTION CENTER, HOTEL PUBLIC SPACE OR MEETING SPACE MAY BE USED BY ANY ORGANIZATION OTHER THAN ACC FOR DISPLAY PURPOSES OF ANY KIND OR NATURE.

If audio-visuals or loud speakers are used, the Exhibitor agrees to comply with union requirements for the operations of the equipment. Sound presentations will be permitted if tuned to conversational levels and if not objectionable to neighboring Exhibitors or attendees. The Management (ACC/Hotel) reserves the right to restrict the use of glaring lights or objectionable light effects. Nothing can be posted, tacked, nailed, screwed or otherwise attached to the columns, walls, floors, ceiling, or furniture. No firm or organization is permitted to engage in direct sales or order-taking activities within the exhibit area.

FIRE REGULATIONS

To ensure the safety of all participants, Exhibitors shall observe all state and local fire regulations. The cost for repairing any damages to the convention center or hotel caused by the Exhibitor will be billed to the responsible Exhibitor.

EXHIBIT SET UP

All displays must be fully set up and ready by **7:30 a.m.** on **Tuesday, July 23, 2019**. After that time, any unattended booth with crated displays will be set up at the discretion of ACC and all expenses will be charged to the Exhibitor. The Exhibit Hall or area will open promptly at 8:30 a.m.

EXHIBIT TEAR DOWN

The dismantling of displays begins at **4:15 p.m.** on **Wednesday, July 24, 2019** and continues through **6:30 p.m.** All Exhibitor displays or materials left in booths without instruction will be packed and shipped at the discretion of ACC and all charges will be assessed to the Exhibitor.

AIRPORT CONSULTANTS COUNCIL RESERVES THE RIGHT TO MAKE CHANGES TO THESE RULES

Any matters not specifically covered herein are subject to decision by ACC. ACC reserves the right to make such changes, amendments and additions to these rules as considered advisable for the proper conduct of the event, with the provision that all Exhibitors will be advised of such changes.

INDEMNIFICATION

ACC, its members, the representatives and employees thereof, its Official Service Contractors, the Hotel(s), their representatives and employees will not be responsible for any injury, loss or damage that may occur to the Exhibitor, or to the Exhibitor's employees or property from any cause whatsoever, unless such injury, loss or damage is caused by the active negligence or willful act of one of the aforementioned parties.

Exhibitor agrees fully to indemnify, defend, save and hold harmless ACC, its Official Service Contractors, the Hotel(s) and their respective officers, directors, agents and employees from and against all claims, actions and judgments (and all reasonable expenses incidental to the investigation and defense thereof, including reasonable attorney fees) based on or arising out of death or injury to person or persons or damages to property, including the Exhibitor's property or goods, caused by, or arising out of, the negligent use, occupancy or activities of Exhibitor at or on the exhibit space or within the Exhibit Hall or area; provided, however, that Exhibitor shall not be liable for any injuries, death, damage or loss to the extent that such injury, death, damage or loss is caused by the sole fault or sole negligence of ACC, its Official Service Contractors, the Hotel(s) or their respective employees.