PARTNERSHIP PROGRAM

You are cordially invited to participate in the 2018 IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, held 1-2 November, at the Hilton San Diego Bayfront Hotel. This workshop is a satellite event to SfN’s 48th annual meeting, Neuroscience 2018. Workshop Partners will enjoy extraordinary visibility with leaders and researchers from the industry, government, and academia in the field of neural engineering and neuroscience.

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<th>Platinum Sponsor</th>
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- Company Logo placed on all signage, IEEE BI Workshop website with link to company’s site or any page of company material
  - ✓
  - ✓
  - ✓
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- Exhibit table
  - ✓
  - ✓
  - ✓
  - ✓

- Ad in IEEE BI Workshop program
  - Full page
  - ½ page
  - ¼ page
  - ⅛ page

- Full registration including welcome reception
  - 4
  - 3
  - 2
  - 1

- Acknowledgment in the opening session & all IEEE produced IEEE BI Workshop video content
  - ✓
  - ✓
  - ✓

- Guest Speaker, 10 minutes speaking slot
  - ✓

Other opportunities (e.g., Coffee Break Sponsorships, Welcome Reception Sponsorships) are available; pricing upon request.

Please do not hesitate to contact us if you have any questions. Contact: 2018IEEEBrainWksp@ieee.org
1. PURPOSE  The main purpose of IEEE Brain Initiative Workshop on Advanced NeuroTechnologies is educational and the exhibits together with the technical sessions are vital elements of this process. Management and the Exhibitor agree that the purpose of the exhibition is educational, and will conduct them accordingly. The exhibits shall be arranged so as not to obstruct the general view nor hide the exhibits. Plans for the below displays and specially-built displays should be submitted to IEEE Brain Initiative Workshop on Advanced NeuroTechnologies Management before construction is ordered for consideration and approval.

2. EXHIBITION OPERATING RULES AND REGULATIONS  The document details the conditions under which Exhibitors agree to participate and will be strictly enforced by Management.

a. Licensed Space Exhibitor is licensed to use exhibit space which includes the following exhibit equipment: one table and two chairs. Management accepts no liability for losses or damages of any kind sustained through the exhibition, except for losses or damages caused by the sole negligence or willful misconduct of IEEE Brain Initiative Workshop on Advanced NeuroTechnologies Management. The parties to this contract agree that this agreement is a license to exhibit space and not a lease or sublease of real property.

b. Cross-aisle Booths (minimum of 200 square feet/maximum 400 square feet) a series of standard linear booths facing a similar series of standard linear booths across the aisle. Hanging signs are not permitted and nothing may be placed in or above the connecting aisle.

c. Linear Booths (10’ x 10’, 10’ x 20’, 10’ x 30’) Smaller linear booths with a common back-wall touching an aisle may have a full back-wall (standard height is 8’, maximum is 16’) and the sidewalls must drop to 48”, 5’ from the aisle. Every Exhibitor shall be allowed a back wall of at least 10’ wide. Suite usage in linear booths must have approval of Management.

d. Island Exhibits Must have four open sides. Booth structure may not exceed 16’. Hanging signs are allowed but must be within the booth footprint with the top of the sign not exceeding 25’.

e. Split-island Exhibits are open on three aisles. The common back-wall for this type of exhibit may be a full back-wall from aisle-to-aisle; however, the back-wall may not exceed 16’. Booth structure may not exceed 16’. Hanging signs are allowed but must be within the booth footprint with the top of the sign not exceeding 25’. Hanging signs must be within the booth footprint and must be positioned so that the sign copy may not be visible from the neighboring split-island booth.

f. Hanging Signs Exhibitors may hang signs over the island and split-island exhibits. Hanging signs may not exceed 25’ in height and may not be attached to any part of the exhibit material.

3. EXHIBITORS PERSONNEL AND OTHER CONSIDERATIONS  IEEE Brain Initiative Workshop on Advanced NeuroTechnologies reserves the right to prohibit, remove, or exclude any exhibitor, exhibit, or part of an exhibit that, in the judgment of IEEE Brain Initiative Workshop on Advanced NeuroTechnologies management may detract from the exhibition as a whole. This includes but is not limited to:

a. Distribution of advertising matter and souvenirs outside of the exhibits is prohibited.

b. Use of Balloons is prohibited.

c. Use of Live animals is prohibited, including fish or other tank-confined displays. Service Animals are exempt.

d. Inappropriate methods of attracting attention, included but not limited to yelling, are prohibited.

e. Booth activities, costumes, or presentations which are socially offensive, racist, sexist, or intended to exclude any attendee, exhibitor, or participant are prohibited.

f. Tampering with another exhibitor’s booth or equipment is prohibited. The offender will be immediately removed from the exhibit floor (at the expense of the exhibitor) and will be restricted from future participation.

g. Display of Prices on equipment or in the booth.

h. Failure of an exhibitor to meet the Professional Dress Code is grounds for immediate removal of the offending person from the exhibit hall. Models, demonstrators, hosts/ hostsesses, and other employees and personnel in the exhibit hall must be attired in business formal or business casual attire. The use of costumes is limited to theater presentations only.

i. Exhibits must be staffed at all times during the show hours.

j. Exhibitors should act courteously and welcoming to all attendees.

k. All display material, signs, etc. must be professionally produced.

l. Promotion, advertising, or otherwise displaying information or invitations to seminars, meetings, or events that may be considered by Management to be conflicting with or contradictory to the exhibition as a whole are prohibited.

m. Exhibitors agree to obtain Management approval for advertisements and promotions in the vicinity of the convention center as defined in Section (12) of this document. Vehicles, vans, trailers, or any other vehicles used for advertisement and display may not be parked on the exhibit property or any property contiguous to or abutting on the exhibit property.

n. Canvassing in exhibit halls or distribution of advertising matter or souvenirs by representatives of non-exhibiting firms is prohibited.

4. LIABILITY AND INSURANCE  The Exhibitor assumes entire responsibility for and hereby agrees to protect, indemnify, defend and hold harmless, IEEE Brain Initiative Workshop on Advanced NeuroTechnologies management, IEEE Brain Initiative, IEEE, or any subsidiary, parent, or affiliate, or the Hilton San Diego Bayfront and its employees and agents, against all third party claims, losses and damages to persons or property, governmental charges or fines, and attorney’s fees finally awarded by a court.
of competent jurisdiction arising out of or caused by Exhibitor gross negligence or willful misconduct, excluding any such liability caused by the sole negligence of the Hilton San Diego Bayfront, its employees and agents. In addition, Exhibitor acknowledges that IEEE Brain Initiative Workshop on Advanced NeuroTechnologies management, IEEE Brain Initiative, IEEE, or any subsidiary, parent, or affiliate, and the Hilton San Diego Bayfront do not maintain insurance covering exhibit property and that it is the responsibility of the Exhibitor to obtain business interruption and property damage insurance covering such losses sustained, through exhibitor's own insurance.

11. INSURANCE REQUIREMENTS. All exhibitors participating in the IEEE Brain Initiative Workshop on Advanced NeuroTechnologies are required to obtain a general public liability insurance in the amount of one million USD per occurrence. IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, IEEE Brain Initiative, IEEE, or any subsidiary, parent, or affiliate and the Hilton San Diego Bayfront shall be named as additional insured on the general liability policy. Such insurance maintained by the exhibitor must be issued by an insurance company with an A.M. Best Guide rating of A or higher and shall include coverage of the indemnification obligations of the exhibitor under these rules and regulations. Each exhibitor is also required to carry workers compensation protecting employees in accordance with the laws of the state in which the exhibition is being held. Nothing in this paragraph shall limit the amount of liability an exhibitor may be responsible for.

12. HOTEL PUBLIC SPACE Management maintains control of all space in the official IEEE Brain Initiative Workshop on Advanced NeuroTechnologies hotel (defined as the hotel with which IEEE Brain Initiative Workshop on Advanced NeuroTechnologies has a room contract and is listed as a “participating hotel”). Exhibitor must have written permission from IEEE Brain Initiative Workshop on Advanced NeuroTechnologies for use of any meeting rooms, hospitality suites and/or function space.

13. UNOCCUPIED SPACE Management reserves the right, should any Exhibitor’s licensed space remain unoccupied on the opening day, or should any space be forfeited due to the failure to make proper payment, to license any space to any other Exhibitor, or use said space in any other manner, but this clause shall not be construed as affecting the obligation of the Exhibitor to pay the full amount specified in its invoice for the licensed space under the terms of this contract.

14. INABILITY TO PERFORM If IEEE Brain Initiative Workshop on Advanced NeuroTechnologies should be prevented from holding the exhibition by any cause beyond its control (such as fires, strikes, Acts of God, etc.) or if it cannot permit the Exhibitor to occupy its space due to circumstances beyond its control, IEEE Brain Initiative Workshop on Advanced NeuroTechnologies will refund to the Exhibitor the amount of the license fee paid by them, and IEEE Brain Initiative Workshop on Advanced NeuroTechnologies shall have no further obligation or liability to the Exhibitor.

15. OBSERVANCE OF LAWS Exhibitor shall abide by and observe all laws, regulations and ordinances of any applicable government authority and all rules of the Hilton San Diego Bayfront. Exhibitor is required by the applicable state laws to be solely responsible for the collection and remittance of any sales or other taxes imposed on them.

16. ASSIGNMENT OF EXHIBIT SPACE Management shall assign the exhibit space to the Exhibitor for the period of the exhibition (provided the exhibit building is made available to Management) in priority order based on the IEEE Brain Initiative Workshop on Advanced NeuroTechnologies priority rules and/or receipt of contract. Such assignment is made for the period of this exhibition only and does not imply that the same or similar space will be held or offered for future exhibitions. The Exhibitor shall be responsible and hereby agrees to indemnify IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, IEEE Brain Initiative, IEEE, or any subsidiary, parent, or affiliate, IEEE Brain Initiative, IEEE, or any subsidiary, parent, or affiliate for the loss of any sales, present or future, which may result from cancellation or reduction of space and the problems and losses caused to IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, associated with late cancellation or reduction of space.

17. AMENDMENTS The regulations have been formulated for the best interest of the Exhibitors as well as this exhibition and IEEE Brain Initiative Workshop on Advanced NeuroTechnologies. All matters and questions not covered herein are subject to the decisions of IEEE Brain Initiative Workshop on Advanced NeuroTechnologies Management. This contract may be amended at any time by Management, prior written notice and all amendments that may be so made shall be jointly binding on all parties affected by them as by the original regulations. IEEE Brain Initiative Workshop on Advanced NeuroTechnologies Management has sole right to determine the eligibility of any company or product for inclusion in the exhibit.

18. ATTENDEE LIST AGREEMENT Subsequent to the IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, following the written request of the exhibitor, IEEE Brain Initiative Workshop on Advanced NeuroTechnologies Management shall send to the Exhibitor a list of names and addresses of the registrants. The Exhibitor explicitly agrees that it will use the list only for post-conference follow-up with customers or potential customers in connection with the Exhibitor’s own business, and will not give a copy to any other person or entity or permit any such person to use the list for any purpose whatsoever. In the event of any violation of this agreement by the exhibitor, and in addition to all other remedies, Management may deny the exhibitor any participation in future IEEE Brain Initiative Workshop on Advanced NeuroTechnologies and/or IEEE Brain Initiative events.

19. PUBLICITY Management may use Exhibitor’s name and any non-confidential materials provided by Exhibitor on Management’s website, and for internal and trade purposes, but only for the purposes of promoting this exhibition.

20. DEPOSIT AND CANCELLATION POLICY A deposit of 100% is due on the date referenced on conference publications or forms; whichever is sooner. Full payment is due by 10/25/18 or on the date noted on conference publications or forms, whichever is sooner. Contracts received after the published deadline will be responsible for 100% of the amount due. In the event Exhibitor pays a licensing deposit but fails to pay the full balance of the licensing fee due by the published due date, Management has the option of either: (1) cancelling this contract, in which case Exhibitor is obligated to pay the remainder of the licensing fee; or (2) leaving this contract in effect, in which case Exhibitor will be responsible for the remainder of the licensing fee. Exhibitors with contracted space as of 10/25/2018 are liable for 100% of the license fee for the contracted space. Exhibit shall be liable for the total licensing fee unless Exhibitor notifies Management in writing of its intent to cancel, in which case Exhibitor’s obligation to pay shall be as set forth below. Any amount payable to IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, pursuant to this contract and not paid by the dates in the schedule below shall bear interest at the rate of 1.5% per month, or the maximum legal rate, whichever is less. In the event Exhibitor reduces space, Exhibitor shall be obligated to pay the licensing fee for the amount of space reduced as set forth in the cancellation schedule below. However, Exhibitor shall not be permitted to reduce space unless Exhibitor has paid all amounts owed to IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, including the deposit as required by this contract. Exhibitor agrees that the forfeitures provided for in this contract shall be considered to be liquidated damages for the late cancellation or reduction of space and the problems and losses caused to IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, associated with late cancellation or reduction of space.

21. CANCELLATION/REDUCTION OF SPACE FORFEITSCHEDULE 1/1/2018 to 9/15/18 No Penalty on cancellation of reduction of licensed space.

After 9/15/18 50% of the total license fee for cancellation or reduction in exhibit space.

After 10/25/18 100% of the total license fee for cancellation of reduction in exhibit space. No refund or credit at any time.

The IEEE Brain Initiative Workshop on Advanced NeuroTechnologies office must be notified in writing by the Exhibitor of any cancellation or reduction in space. In the case of a merger and/or acquisition all payments received will be transferred to the parent company. Cancellation of space as a result of a merger or acquisition will be charged a penalty based on the above cancellation schedule. The Exhibitor agrees to indemnify IEEE Brain Initiative Workshop on Advanced NeuroTechnologies, including the deposit as required by this contract. Exhibitor agrees that the forfeitures provided for in this contract shall be considered to be liquidated damages for the late cancellation or reduction of space and the problems and losses caused to IEEE Brain Initiative Workshop on Advanced NeuroTechnologies. The participating hotels have contractually agreed to, and are bound by, this provision. There are no exceptions to this cancellation rule.

22. MISCELLANEOUS This contract shall be subject to interpretation by New York law and the venue for all legal proceedings involving or arising for this contract shall be in the State of New York. No waiver of any term or condition of this contract by either party shall be deemed to apply or constitute a further waiver of the same term or condition or any other term or condition of this contract. Note: It is the Exhibitor’s responsibility to understand the guidelines governing Exhibitor participation as set forth in this contract. Please refer to these when necessary or call the IEEE Brain Initiative Workshop on Advanced NeuroTechnologies management office for further information.
I am a representative of the organization named below and am authorized by said organization to enter into an agreement with IEEE, as indicated above, and I have carefully read and accept the terms and conditions herein.

Partner Level: ☐ Platinum ☐ Gold ☐ Silver ☐ Exhibitor

Authorized Signature: ___________________________________________________________________

Authorized Printed Name: __________________________________________________________________

Organization Name: _____________________________________________________________________

Date: ________________________________________________________________________________

Please submit form to 2018IEEEBrainWksp@ieee.org.