

ICSV26
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Exhibitors' Information

Version, October 2018

For latest updated version please contact exhibition@icsv26.org

The Exhibition will be held in the Salon-Fontaine A&B ballrooms of the Bonaventure Hotel. The programme will be structured to maximize the opportunity for participants to visit the commercial exhibition, during coffee breaks, as coffee tables will be dressed at the entrance and within the showroom. Setup will take place on Sunday, July 7th from 2:00 pm to 5:00 pm and break down on Wednesday, July 11th from 3:30 pm to 6:30 pm.

Cost and Cancellation Policy

Booth reservation must be made online at <https://www.agora-inscription.ca/icsv26/en/Exhibitor-Payment> CAD \$2,950 per booth; 50% cancellation fees will only apply until 28 February 2019. After this date, booth rental fees are payable in full.

Booth Location

Booth location will be made on a “first-come, first served” basis taking into consideration the exhibitor’s preference choices listed in the Application Form. Booth spaces will be attributed two months prior the event. Note that Sponsors will have the priority on the booth location choice. For more information, consult the Sponsorship Program online on icsv26.org.

Exhibitor's Registration

Registrations must be made online at <https://www.agora-inscription.ca/icsv26/en/exhibitor-registration>. All exhibitors are required to register. Each company will receive 2 complimentary exhibitor badges per booth. The exhibitor badge gives free access to the exhibition area, the lounge area and covers for lunches and refreshments. Extra Exhibitor's fee is CAD\$ 250. Upgrade exhibitor registration to full congress registration fee is CAD\$ 500 per person. Gala Banquet access fee is CAD\$ 65 per person.

Terms of Payment

Payment may be made online at booth registration or by check labelled to "International Institute of Acoustics and Vibration" and sent to ICSV26 local secretariat (see address in letterhead).

IJAV Complementary Advertisement

All advertisement must be sent to exhibition@icsv26.org before 1st May 2019. Adds need to be in black and white and dimensions have to be 300 DPI for 105 x 148.5 mm for the 1/4 page.

Exhibitor's Manual

The manual will be emailed to all confirmed exhibitors prior to the Congress. It will include details on:

- Technical details about the venue;
- Final exhibition details and information;
- Schedule;
- Contractor details;
- Exhibitors' Regulations;
- Basic and additional services available to exhibitors and order forms.

A full list of Sponsors and Exhibitors together with their information will be online under the Sponsors & Exhibitors page of the icsv26.org conference website.

All sponsor information will also be available in the *C4me* mobile app used for the ICSV26 conference, as well as within the electronic proceedings of the conference.

Booth Details:

Due to technical elements, please note that GES booths are mandatory. Each booth is 10' x 10' (approx. 3.3 m. x 3.3 m.) and is reserved **for the full conference duration.**

Each booth space (see Figure 1) is equipped with:

- Hard shell scheme 8' (2.44 m.) high partition walls
- 1 table & 2 chairs & 1 trash bin
- 1 x 2-outlet power strip = 1500-watt electricity

*Other electrical specification or additional power can be available at extra fees and must be reserved prior the event.

- 2 spotlights
- Free Wi-Fi
- Company name board (1' high (30 cm) with the company name on it)

*Additional equipment will be available for rental prior the event.

**Transportation of large items in the conference hotel for your booth will be exclusively made by the company GES that also offers importation services and storage solutions for large items.

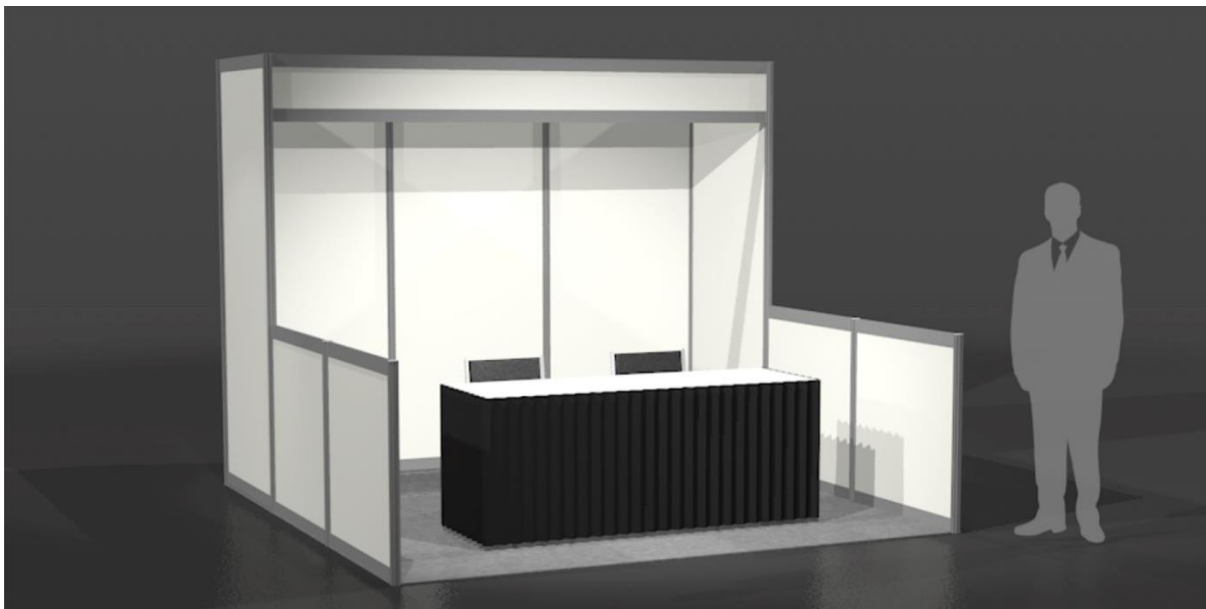


Figure 1: Booth configuration offered by ICSV26

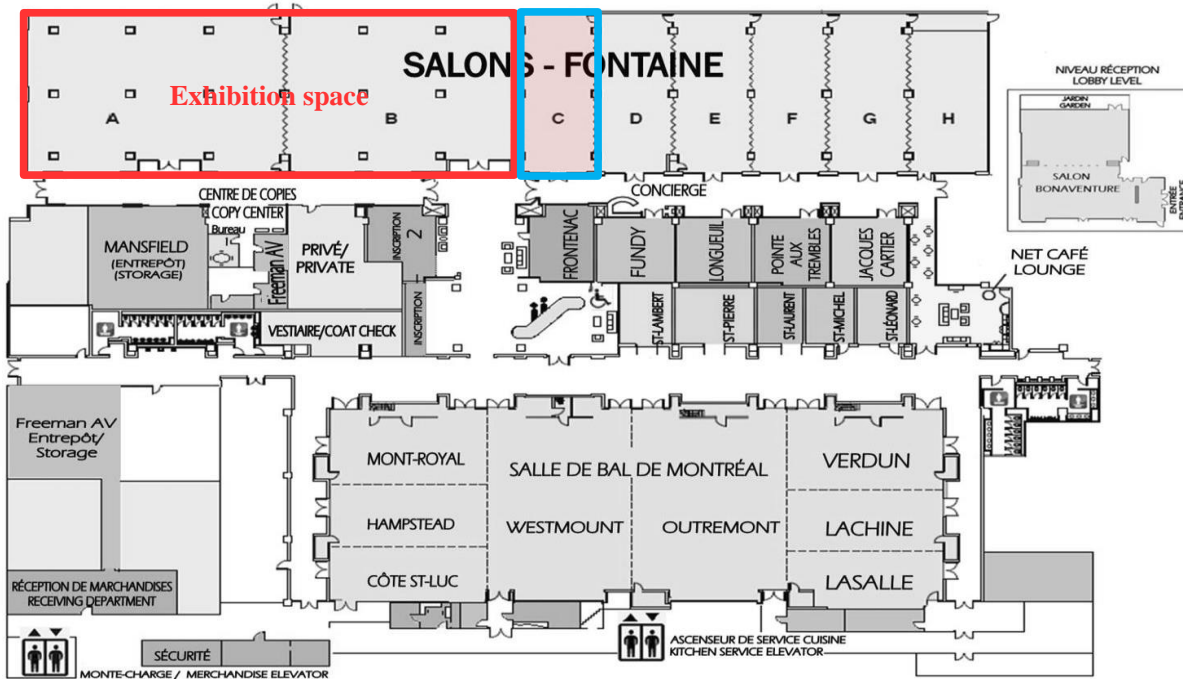


Figure 2: Bonaventure Hotel conference and exhibition room location (in red). Lounge area (in blue). *Please note that the site configuration is subject to change without notice depending on the number of exhibitors registered.

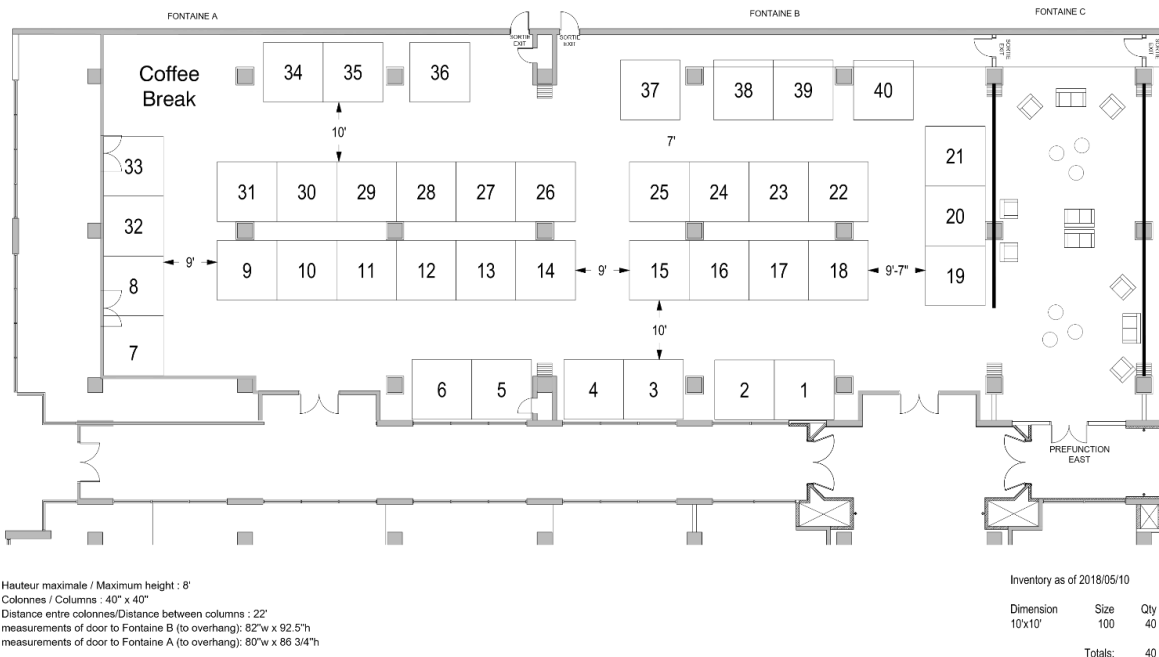


Figure 3: Exhibition room floor plan.

*Please note that each end-of-row booth will only have a 10' x 3' side panel on the respective side.