

## 2012 Exhibitor Registration

Name of Participating Company (print)

Company _____		Contact Name _____	
Address _____			
City _____	State/Province _____	Country _____	Zip/Postal _____
Contact Phone _____		Contact Fax _____	
Contact Email _____			
Company URL _____			

Billing / Invoicing (if different than above)

Company _____		PO# _____	
Attn of: _____		Dept. _____	
Address _____		If paying by credit card, please check box to have cc authorization sent: <input type="checkbox"/>	
City _____	State/Province _____		
Zip/Post Code _____		Country _____	
Phone _____		Ext. _____	
Email _____			

March 20	San Diego, CA	Exhibit Booth <input type="checkbox"/> \$995	Gold Sponsor <input type="checkbox"/> \$2395 <input type="checkbox"/> \$200 TechPaper	<input type="checkbox"/> 10' x 10' booth space or <input type="checkbox"/> Table-top space
September 13	Wright Patterson AFB, OH	Exhibit Booth <input type="checkbox"/> \$955	Gold Sponsor <input type="checkbox"/> \$2395 <input type="checkbox"/> \$200 TechPaper	<input type="checkbox"/> 10' x 10' booth space or <input type="checkbox"/> Table-top space
September 27	Los Angeles, CA	Exhibit Booth <input type="checkbox"/> \$995	Gold Sponsor <input type="checkbox"/> \$2395 <input type="checkbox"/> \$200 TechPaper	<input type="checkbox"/> 10' x 10' booth space or <input type="checkbox"/> Table-top space
October 4	Nashua, NH	Exhibit Booth <input type="checkbox"/> \$995	Gold Sponsor <input type="checkbox"/> \$2395 <input type="checkbox"/> \$200 TechPaper	<input type="checkbox"/> 10' x 10' booth space or <input type="checkbox"/> Table-top space

- Exhibit only – 10' x 10' booth space or table top display
- Gold Sponsor - 10' x 10' booth space or table top display & one 30 minute speaking session on the main exhibition floor.
- Coffee Cart Sponsorship - available
- Luncheon Sponsorship - available

Authorized Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

This is a formal contract for participation in the MILESTONE event(s) as indicated above; wholly owned and managed with all fees payable to: The RTC Group, 905 Calle Amanecer, Ste. 250, San Clemente, CA 92673 USA +1 949-226-2000.

**MILESTONE, the Military Electronics Development Forum**, is the ideal event for engineers, project managers and vendors of military and defense electronic projects to discover, discuss and demonstrate the computing technology that will shape future battlefields. The RTC Group coordinates this professional single day event for vendors and the engineering community to meet and exchange ideas. Influential companies like your own, demonstrate emerging technologies and feature products in the exhibition area. Along with industry speakers, several exhibitors will present their own market perspective in an open speaking session held in the main exhibition hall. To deliver the greatest value for attendees, each technical session is to be of white-paper quality only (marketing sales pitches are not acceptable) and will be coordinated with our in-house technical staff to guarantee content. Attendees have access to all technical sessions and exhibits; parking and lunch are complimentary as well unless otherwise specified.

#### **Terms and Conditions**

**Exhibit Space (2 options)** MILESTONE events offer a 10' x 10' exhibit space or a table top exhibit space (your choice).

- 10' x 10' exhibit space includes a 6' x 30" / 1.80 x 0.70m standard height, draped and skirted table, chair, plus one electrical outlet. Exhibit displays are to be within the confines of the 10' x 10' area.
- Table top Exhibits include a 6' x 30" / 1.80 x 0.70m standard height, draped and skirted table plus one electrical outlet. All table-top displays are not to extend higher than 5½ feet / 2.50m from the table-top.
- Each exhibit space is supplied with a standard electrical connection of 4-5 amps of power or one power outlet with local standard power sockets and local voltage level. Total power used may not exceed the maximum for the venue (typically 500W). Exhibitors are provided with complimentary carpeting, and seating, as well as morning refreshments and lunch unless otherwise stated. If there is a parking fee at a specific venue, exhibitor staff must pay for their own parking. Exhibit space is limited; wait-lists are used as events sell out.

**Exhibitor Requirement of Co-Operative Promotion** It is required that every exhibitor promotes their participation in the event. RTC prints and sends to exhibitors direct mailers (in any quantity requested) for promotional purposes. These invitations and/or postcards (varies by event) are provided by RTC to exhibitors FREE of charge. An electronic version of the invitation is sent to exhibitors for promotional purposes as well to augment the direct mailing. *Each exhibitor is required to mail* a minimum of 100 pieces of the RTC-provided printed invitations or its own invitation/letter. Exhibitors that do not provide sufficient promotion can be denied access to the exhibition by RTC.

**Exhibition Space Allocation** Space will be allocated according to RTC's requirements and the prevailing conditions, in a first-come first-served order based on the date received of the registration to participate. Gold Sponsorships are an exception and will be provided with a reserved location prior to the opening of set-up/build-up. RTC reserves the right to deviate from the type, size and location of the exhibition area. Participation at former events does not give any right to special exhibition space. Exhibitors who use more space than allocated will be invoiced for the additional space. No set-up or build-up is allowed after the start of the event. Under no circumstances may exhibitors dismantle their equipment prior to the close of the event. Exhibitors must bring their own extension cords and adapter sockets. Electricity may be switched off immediately after closing of the event.

**Registration** Exhibition and seminar registrations are to be submitted to RTC in writing, using the official 2012 MILESTONE Event Registration form, completed and signed with a legally binding signature. RTC reserves the right to postpone, curtail, close temporarily in whole or in part or cancel any MILESTONE event.

**Cancellation Policy** There is a 60-day cancellation policy for MEDS 2012 events. The RTC Group (RTC) grants a full refund (if paid) of event fees for participating company's that provide confirmed, written notification of not less than 60 days prior to the actual event date. Written notification must be sent to The RTC Group, attention Cindy Hickson, [cindyh@rtcgroup.com](mailto:cindyh@rtcgroup.com) or Faxed to +1 866-543-5237 and not considered cancelled until confirmed by The RTC Group. If a company registers within (inside) 60 days of the event date and requests a cancellation, the participating company is required to pay RTC the full amount of its participation fees by the event date. In return for said payment, all contacts/leads generated by the event will be emailed to the contact on file no later than 21 days after the event concludes.

**Terms of Payment** Net 30 Days. All invoices must be paid in full prior to the event date. Participation in the event is subject to the RTC Group approval. All payment deadlines mentioned on the invoice must be adhered to. Pre-payment in full of the amount invoiced is a condition for admission to the exhibition area. All invoices are to be paid as stated on the invoice. Payment can be by check, credit card or credit transfer to the account specified in the invoice and in U.S. Dollars. Delayed payments will incur an interest charge. Should the exhibitor fail to settle the amount within 14 days of a summons to pay, the amount will be legally increased by 20%, not including legal advice costs and charges, procedure costs and interests.

**Permitted Exhibits and Exhibitors** Vendors/Exhibitors are bound to exhibit only goods that are relevant for the editorial topic of the event, unless approved at least 60 days in advance by RTC – Contact: [sallyb@rtcgroup.com](mailto:sallyb@rtcgroup.com). Items that are not directly applicable to the embedded industry or approved by RTC may not be exhibited.

**Rules of Conduct** The exhibitor is not allowed to initiate any activities outside his own exhibit, unless approved in writing by RTC. Open spaces or gangways may not be used or blocked by any materials. Activities that are unethical, unlawful or can be deemed to be contrary to the interests of RTC, other Exhibitors or Visitors or the event itself are not allowed. RTC reserves the right to refuse, cancel and vacate

the exhibit space, exclude or remove from any MILESTONE event any person or exhibitor who is likely to perform undesirable activities without the obligation to refund any of the charges.

**Insurance** Each exhibitor is required to insure their own exhibit material (transport and exhibition risks, including theft) and any third party liabilities, during the whole event including the setting up / build-up and dismantling periods. Each exhibitor must take care of the security of their own exhibit and materials. Exhibitors are liable for any culpable damage to persons and property caused by themselves, their employees, their representatives, their exhibits or equipment. The Exhibitor must show in writing proof of relevant insurances upon request by RTC.

**Safety Regulations and Environmental Protection** The venue safety regulations and the fire regulations are mandatory. Exhibitors must comply with all instructions, requirements, regulations and laws given by RTC, venue management or relevant local authorities to avoid any risk to persons, properties or the environment.

**List of Attendees** Exhibiting companies are bound to keep confidential the list of the attendees provided by RTC after the event. Selling, renting or giving this list to other parties is not permitted in any manner.

**Freight** The RTC Group is not responsible for any lost, damaged or delayed freight from any carrier whatsoever, nor will it provide any refunds or credits for exhibitors that do not receive their freight prior to the event. RTC suggests exhibitor event coordinators monitor and confirm delivery of all freight 24 hours in advance. Also ensure your on-site person or team is provided with shipping information beforehand to assist them during set-up if your freight doesn't appear to be on-site.

**Force majeure** Should RTC be compelled, as a result of force majeure or other circumstances beyond RTC's control, to vacate one or more exhibition areas, temporarily or for longer periods, to postpone or curtail the exhibition, the exhibitors do not thereby acquire the right to withdraw or cancel, nor do they have any other claims against RTC, in particular claims of compensation for damages.

**Liability** RTC, its employees or agents shall not be liable for any loss, theft, damage or injury to persons or property. RTC does not accept any liability for errors or omissions and the direct or indirect consequences thereof. The Exhibitor fully indemnifies RTC against all claims, losses, and costs whatsoever made against RTC, its employees, agents or contractors.

**Disputes** In the event of a dispute, only U.S. courts are competent. Disputes and complaints must arrive in writing at RTC's office within 8 (eight) days after the event to the attention of the Controller, Cindy Muir, The RTC Group, 905 Calle Amanecer, Suite 250, San Clemente, CA 92673 U.S.A.



905 Calle Amanecer, Suite 250 San Clemente, CA 92673 USA +1 949.226.2000 [www.rtcgroup.com](http://www.rtcgroup.com)