

American Association for Aerosol Research

35th Annual Conference

October 17-21, 2016 | Oregon Convention Center | Portland, Oregon

Exhibitor Prospectus

Dear Fellow Exhibitors:

The American Association for Aerosol Research (AAAR) cordially invites you to participate and exhibit at the 35th Annual Conference, which will be held October 17-21, 2016, at the Oregon Convention Center, Portland, Oregon. Building on the success of prior conferences, we anticipate approximately 750 attendees and are sure that you will enjoy vast networking opportunities to demonstrate and discuss your company's products and services.

The Exhibition will formally open Tuesday morning, October 18, and run through Thursday afternoon, October 20. Booth set-up is scheduled for Monday afternoon. In addition, the Welcome Reception will be held Tuesday evening. As in years past, the poster sessions and Welcome Reception will be hosted in the exhibit area. Please refer to the preliminary schedule on page 3 for more details concerning booth set-up, exhibit hours, the Welcome Reception and more. For more information about the conference, please visit

<http://meeting2016.aar.org>.

Included in your exhibit fee, two (2) booth staff will receive full access to all scientific sessions. There is a \$350 fee for each additional booth staff member. The only exception to this is if one or both of your booth staff are presenting at the conference. If so, he/she will be required, as a conference presenter, to register for the conference. Each registered exhibit staff member will receive:

Full conference materials

Access to all social functions,
including the Welcome Reception, coffee breaks and box lunch

Complimentary WiFi in the exhibit area

In addition, each exhibitor will receive from AAAR an electronic attendee list two weeks prior to the conference, followed by a list of on-site registrants after the conference.

***Please join us for the 35th Annual Conference.
We look forward to seeing you in Portland!***

Julie Stone | 2016 Exhibit Chair

AAAR INFORMATION AND RULES GOVERNING THE EXHIBIT

By submitting an application form, exhibitor agrees that the conference organizers retain the right to refuse or rescind exhibit privileges if abused by behavior deemed unacceptable by the organizers.

Sponsorship Opportunities

There are several sponsorship opportunities available at the AAAR 35th Annual Conference. With more than 750 attendees expected, sponsorship is an excellent way to provide publicity for your organization.

Please note that sponsorship of some items is on a *first-come, first-served* basis.

See page 10 for sponsorship details and complete the form on page 11.

Exhibitor Information

BOOTH DESCRIPTION

Booths are ten (10) feet wide, ten (10) feet deep, and eight (8) feet high. AAAR provides a pipe and draped 8-foot high backdrop, 36-inch side rail, and a two-line (maximum) name sign. Display materials between adjoining booths shall be limited to the front three (3) feet of the booth of no more than 36 inches. Display materials in booths where wall space is **not** available, or in booths which are back-to-back, shall **not** extend above the exhibitor's name panel at the back of the booth.

Booths shall strictly conform to these specifications. Any deviations from the specifications of this section including, but **not** limited to, displays/exhibitors that are disruptive to the conference shall be in violation of this contract and shall be grounds for removal of the exhibitor from the conference.

BOOTH ASSIGNMENT

Priority for booth assignment(s) will be made on a first-come, first-served basis as follows:

Organizational members will receive the booth selection materials first. Two (2) working days later, all non-organizational (standard) booth companies/exhibitors will be emailed the materials. *In all cases, a booth number will not be confirmed until payment is received in full.*

Management reserves the right to make any revisions necessary to the floor plan. It is also understood that if a change impacts your booth assignment, you will be notified. Your materials will include a space for you to indicate which companies, if any, you do **not** wish to be located near.

CONTRACT FOR SPACE

All contracts are subject to the rules and regulations herein given. All applications *must be accompanied by full payment* to cover the total cost of the space requested. Booth locations will **not** be assigned until full payment is received. A refund of fifty (50) percent of fees paid by the exhibitor will be returned in the event of cancellation by written notice to the exhibit manager. *NO refund of any fees will be made if notice is received after Monday, August 8, 2016.*

No exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted, nor exhibit herein, nor permit any other party to exhibit therein, any other good than those manufactured or handled by the exhibitor in the regular course of their business, nor permit any representative or firm or company **not** exhibiting to solicit business or take orders in their space. AAAR reserves the right to remove any exhibitor, its assignees, or subletters in the event that the exhibitor and/or representatives violate any of these provisions.

Agents, solicitors, and representatives of firms selling commercial products will **not** be permitted to use sample rooms or space elsewhere at the Convention Center for display of their products. Exhibitors may take orders at exhibit booths. Advertising, solicitation and distribution of literature of commercial products will **not** be permitted except from the exhibit booths. Exhibitors may **not** sell or distribute any beverages, tobacco products or food for consumption on the premises. The one exception to this is if the exhibitor chooses to purchase bottled water from Convention Center to distribute from the booth. Music may **not** be played in any form without proper license of copyrighted music.

SPECIAL SERVICES, EQUIPMENT, & UTILITIES

The rental price of the booth does **not** include the cost of furniture, equipment, labor, freight handling, electric, water, gas, telephone, custom cleaning or other special services or utilities. Order forms for all services will be sent by show management in advance of the show. Exhibitor agrees to abide by the terms and conditions set by the show contractor. All arrangements are the responsibility of the exhibitor. All order forms should be completed and submitted well in advance of the event to ensure the adequate service is available. All booths must be kept open and properly staffed during exhibit hours. Premature packing and/or dismantling will **not** be permitted.

POSTER SESSIONS

All poster sessions will be held in the Exhibit Hall. As in previous years, there will be two poster sessions, providing additional opportunities to interact with attendees during the period from Tuesday morning until Thursday afternoon.

When the entire schedule of the conference becomes final, all exhibitors will receive an email informing you of the timing of all events in the exhibit hall. If at any time you have questions or need further information, please contact Bill Carney at bcarney@aaar.org or at 703-234-4128.

EXHIBITOR REGISTRATION

Exhibitors receive two (2) complimentary exhibitor badges which grant access to the exhibit hall and all scientific sessions. These two individuals will also receive all conference materials.

Additional exhibitor badges are available at the cost of **\$350** per person. There is a limit of four (4) additional badges per exhibiting company. This *booth only* badge does **not** grant admittance to scientific sessions.

PLEASE NOTE: Any additional booth personnel **must** register at the regular conference fee if he/she plans to attend scientific sessions. An exhibitor must also register for the conference if he/she is either an abstract or poster presenter.

EXHIBIT HOURS

This timing is subject to change.

Tuesday, October 18

Exhibits Open	9:00 AM – 4:00 PM
and	6:00 PM – 8:00 PM
	Welcome Reception

Wednesday, October 19

Exhibits Open	9:00 AM – 5:00 PM
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Thursday, October 20

Exhibits Open	9:00 AM – 3:30 PM
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Set-Up and Dismantling Times

Monday, October 17

Set-up	10:30 AM – 5:00 PM
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Thursday, October 20

Dismantle	3:30 PM – 7:00 PM
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All packing crates and boxes **must** be removed from the exhibit hall by **5:00 PM, Monday, October 17**. All display materials must be removed from the exhibit space by **7:00 PM on Thursday, October 20**.



BADGES

Badges **must** be worn at all times during conference hours.

SHIPPING

PLEASE do not ship exhibits directly to the Convention Center.

Storage facilities for packing cases, crates and boxes are **not** available at the Convention Center. Information regarding shipping and storage of exhibit material will be furnished with the Exhibitor Services Manual which will be emailed to you by Viper Tradeshow, the AAAR service contractor.

INDEPENDENT CONTRACTORS

Exhibitors who plan to use independent contractors other than Viper **must** notify AAAR in advance in writing no later than thirty (30) days prior to the conference. The company name, address, telephone number, name of the supervisor scheduled to be in attendance, and a statement that such contractor will comply with all rules and regulations of the show (including observance of local labor rules and regulations) is required.

Independent contractors must abide by the following:

- Perform all services in a timely manner in accordance with AAAR established deadlines
- Not engage in solicitation of business on the exhibit floor for present and/or future conferences
- Provide a certificate of insurance to AAAR **NO** later than **August 8, 2016**.
- Register all employees and temporary help at the exhibitor registration desk

SECURITY

Security services will be provided. However, this does **not** guarantee exhibitors against loss by theft or otherwise.

SMOKING

No smoking is permitted in the exhibit hall at any time, including installation, exhibit hours, and dismantling.

CHILDREN'S ADMISSION TO THE HALL

Children under the age of 16 are **not** permitted to enter the exhibit hall at any time: installation, show days, or dismantling. Strollers or wheeled suitcases are **not** permitted within the exhibit hall at any time, thus eliminating a falling hazard.

GIVEAWAYS

All giveaways should be confirmed prior to the conference with **Bill Carney**, Executive Director, at: **bcarney@aaar.org** OR **703-234-4128**.

INSURANCE

The exhibitor acknowledges that neither AAAR, Drohan Management Group, nor the Oregon Convention Center shall be obligated to maintain property, liability or business interruption insurance covering the exhibitors. The *exhibitor must furnish a certificate of insurance* (liability, fire, and theft) at his or her own expense, to AAAR **NO** later than *Monday, August 8, 2016*.

AAAR shall be named as additional insured to the Certificate of Insurance. The exhibitor agrees to hold AAAR and Drohan Management Group harmless for any loss, theft, damage, or other harm which may occur, for any cause whatsoever, as a result of his or her participation in the AAAR 2016 Annual Conference.

AMERICANS WITH DISABILITIES ACT

Exhibiting companies shall be responsible for making exhibits accessible to persons with disabilities as required by the Americans with Disabilities Act and shall hold AAAR harmless from any consequences of exhibiting company's failure in this regard.

AAAR will use its best efforts to provide reasonable accommodations for attendees with disabilities.

*Please contact **Bill Carney**, Executive Director, at **bcarney@aaar.org** if you have any special needs. **NO** later than *Monday, August 8, 2016* — **PLEASE**.*

PAYMENT & CANCELLATION POLICY

It is expressly agreed that all payments for said exhibition space must be made to AAAR in a timely manner. *Please note that booth numbers will not be confirmed until full payment is received.* AAAR reserves the right to refuse exhibition space to an exhibitor for reasons of non-payment and/or unpaid balance at time of installation. Any waivers, discounts, or financial amendments of any nature whatsoever are left to the sole discretion of AAAR.

Should an exhibitor be unable to occupy and/or use the exhibit space contracted for, and should that exhibitor notify AAAR IN WRITING before August 8, 2016, fifty (50) percent (%) of fees paid by the exhibitor will be refunded. *NO refund of any fees will be made if notice is received after August 8, 2016.*

Exposition management reserves the right to assign labor to install any display that is **not** in the process of being installed by 3:00 PM on Monday, October 17, or to ship the display back to the exhibiting organization and to instruct that the exhibitor be billed for all charges thus incurred.

LIABILITY & HOLD HARMLESS

It is expressly understood that AAAR, Drohan Management Group and the Oregon Convention Center will **not** be responsible for loss or damage which might occur from cause in connection with transfer, installation, maintenance, removal of exhibits or management of convention. AAAR will **not** be responsible in any way for goods while in storage.

AAAR, Drohan Management Group and the Oregon Convention Center and its agents or employees will **not**, under any condition or circumstances, be responsible for any loss sustained by any exhibitor, or any other person by reason of fire, theft, water, injuries, act of God, or for any actions whatsoever.



AAAR, Drohan Management Group and the Oregon Convention Center will use necessary reasonable care for prevention of any losses, personal or material. Each exhibitor agrees that it shall assume sole responsibility for any damages to property or injuries to person and shall indemnify, defend, and hold harmless AAAR, the security firm, Oregon Convention Center, the general contractor, and all of their collective officers, employees, agents and members for any and all

alleged claims and liabilities which might ensue from any cause whatsoever, including any actions of any kind generally and specifically, personal injuries to any exhibitors, officers, staff members, employees, agents, representatives, attendees, and guests. It is understood that all fees, costs, and expenses incurred by an exhibitor as a result of legal action shall be the sole responsibility of the exhibitor, and reimbursement shall **not** be sought against AAAR. AAAR shall be reimbursed by the seeking exhibitor for costs, fees and expenses that are incurred and expended resulting from any action. Exhibitors shall carry their own insurance. All matters **not** expressly addressed in this document are subject to review and resolution by AAAR management.

As noted previously, all conference sessions, food and beverage functions, registration, exhibits, and posters will be held at the Oregon Convention Center.

Oregon Convention Center

777 NE MLK, Jr. Blvd. | Portland, Oregon 97232
www.oregoncc.org | 503-235-7575

For more specific sponsorship opportunities or advertising, please contact:

Bill Carney | bcarney@aar.org
OR **703-234-4128**

HOTEL INFORMATION

Our host hotel for the 2016 AAAR Conference is the DoubleTree by Hilton, the largest hotel within walking distance of the Oregon Convention Center, where all conference sessions will be held.

DoubleTree by Hilton

1000 NE Multnomah Street | Portland, Oregon 97232

www.doubletreeportland.com

1-503-281-6111 | FAX 1-503-284-8553 | EMAIL info@portlandddoubletree.com

Reduced sleeping room rates for AAAR registrants have been negotiated with the DoubleTree. The single/double occupancy rate is just **\$179**, including complimentary wireless internet! Your room reservations with the hotel need to be made *no later than September 24, 2016*. We anticipate, however, that the AAAR room block will sell out quickly, and availability and rate **cannot** be guaranteed once the block is full.

The newly renovated DoubleTree by Hilton Hotel Portland will provide a warm welcome, complete with freshly baked cookies upon arrival! Conveniently located in the center of the metropolitan area, you'll enjoy convenient travel on the Portland MAX light rail, located directly outside the hotel.

The accommodations offer delightful views of either the downtown area or the beautiful Cascade Mountain Range, and the DoubleTree is known for its sustainable practices, including waste reduction, energy efficiency and localized purchasing.

Conveniently located in the Lloyd District, the hotel provides easy access to the Lloyd Center Mall, Oregon's largest shopping mall. You can enjoy tax-free shopping, have a go at the Lloyd Center ice rink, or indulge in a delicious meal via a number of dining options.

You might also enjoy a visit to the Oregon Museum of Science & Industry, where you can discover hands-on exhibits and watch a film on the impressive IMAX Dome theatre. Or, explore the local area, which is filled with great coffee shops, spas, boutique shops and a myriad of restaurants—all within a short walk of our host hotel.

WHY CHOOSE AN OFFICIAL AAAR HOTEL?

All AAAR attendees and exhibitors are encouraged to make hotel reservations by utilizing the official AAAR hotel, the Double Tree. The association recognizes that attendees have many options with other area hotels and that you may be looking only at the per-night cost in making your decision. However, we encourage you to take a few minutes to understand the importance of selecting the official AAAR hotel and other factors which go far beyond the per-night rate.

AAAR has a long history of consistently fulfilling the minimum number of room nights to be sold according to the association's contracts with hotels. However, with the current economic climate and competition from other properties, it gets more difficult each year to ensure that the number of guaranteed contracted sleeping rooms will be used by attendees and exhibitors.

WHAT DOES THIS MEAN TO YOU?

When AAAR is able to maintain a consistent history of hotel rooms sold, it helps the association negotiate the lowest hotel rates possible for future AAAR conferences.

AAAR earns credit for each room night utilized by an attendee or exhibitor when the reservation is at an official conference hotel. This credit helps to offset meeting room rental costs, therefore keeping conference fees low.

The AAAR hotel contract protects YOU. Booking within the AAAR hotel block gives AAAR the opportunity, if the need does arise, to assist you with potential hotel problems you may experience while at the conference. When you choose other hotels, AAAR staff has no contacts or leverage to help rectify a problem or inconvenience which you may have encountered.

OREGON CONVENTION CENTER

777 NE MLK, Jr. Blvd. | Portland, Oregon 97232

www.oregoncc.org | 1-503-235-7575

RULES & REGULATIONS

EXHIBITOR HALL CLEANING REQUIREMENTS

The exhibit area will be cleaned prior to show move-in. Additional clean-up services (preopening clean-up, daily booth clean-up, and closing clean-up) must be arranged with the Oregon Convention Center (OCC). You can arrange your cleaning services through the OCC website: www.oregoncc.org/exhibitors/order-services.

BOTTLED WATER SERVICE

Should you desire to make bottled water or additional food item service available to trade show attendees in your booth, you must work out those arrangements with the OCC contracted catering service. They can be reached by phone at 503-731-7851. Water stations will be provided throughout in the exhibit hall for exhibitors and attendees.

CHEMICAL DISPLAY & USAGE

Any chemical brought onto convention center property must be accompanied by a Material Safety Data Sheet (MSDS) as required by Federal and State Occupational Safety Hazard Administration regulations and Environmental Protection Agency guidelines. No hazardous chemical (as defined by Federal and State Occupational Safety Hazard Administration regulations and Environmental Protection Agency guidelines) may be brought onto convention center property for usage/display purposes. If you plan to bring and use any gases, you **must** let the *OCC Event Manager*, **Stefanie Arnold**, know the name of the gas, how much you will be bringing and the purpose/application of the gas.

Stefanie Arnold

Phone: 503-235-7581

Email: stefaniearnold@oregoncc.org

LIABILITY INSURANCE REQUIREMENTS

The Oregon Convention Center is **not** responsible for any injury, loss, or damage that may occur to the exhibitor, the exhibitor's agent, employees or property, or to any other person's property, prior, during or subsequent

to the period covered by the exhibit contract, provided said injury, loss, or damage is **not** caused by the willful negligence of an employee of the convention center. Each exhibitor hereby expressly releases the Oregon Convention Center from such liabilities and agrees to indemnify the Convention Center from such liabilities and agrees

to indemnify the Convention Center against all claims for such injury, loss, or damage. Exhibitors who desire to carry insurance on their own exhibits must do so at their own expense.

SHIPPING

The Oregon Convention Center will **not** accept any direct shipments until the AAAR contracted decorator (Viper Tradeshows) is onsite, which will be Saturday, October 15. We strongly encourage you to use our decorator, Viper Tradeshows, for your shipping needs. **Viper will provide an Exhibitor Kit with details.**

STORAGE

The Oregon Convention Center has no facilities for the storage of exhibit-related materials. All storage questions must be directed to Viper Tradeshows.

SMOKING

Smoking is **not** allowed in the exhibit hall or in any part of the Oregon Convention Center. Designated smoking areas are available outside the Convention Center.

NON-FLAMMABLE MATERIALS

All materials used in the exhibit hall or any other part of the Convention Center must be non-flammable to conform to the fire regulations of the Portland Fire Department.

COMPRESSED GASES

Compressed gases are **not** allowed inside the Oregon Convention Center. Heavier than air gases like propane, butane, or liquefied petroleum gas (LPG) are also **not** allowed. Helium is **not** allowed at any time.

ADHESIVES

No pins, tacks, or adhesives of any kind are permitted on any wall, door, or column. Adhesive-backed stickers may **not** be given out by exhibitors.

TAPE

Exhibitors are responsible for the removal of all tape and residue marks. The only approved tape allowed to be utilized is painters tape.

SIGNS/BANNERS

All hanging signs must be professionally made and **must** conform to show management rules, regulations, and ceiling limitations. All hanging signs must be hung by Viper Tradeshows or by the Oregon Convention Center AV team. No firm will be allowed to access the Convention Center's ceiling. The Oregon Convention Center reserves the right to refuse to hang any sign and truss it deems unsafe or inappropriate.

RIGHT TO INSPECT

The Oregon Convention Center's security personnel reserve the right to inspect any carton, container, briefcase, luggage, or package brought into or taken out of the Convention Center.

EXHIBITOR EQUIPMENT

All equipment, decorations, freight, etc., must be removed from the premises at the expiration of the show (October 20, 2016). *Items left behind will be treated as abandoned equipment.*

ACCESS FOR DELIVERIES

All articles, exhibits, fixtures, displays, and property of any kind shall be brought into and out of the exhibit hall only at and through the approved loading area as the Convention Center may designate.

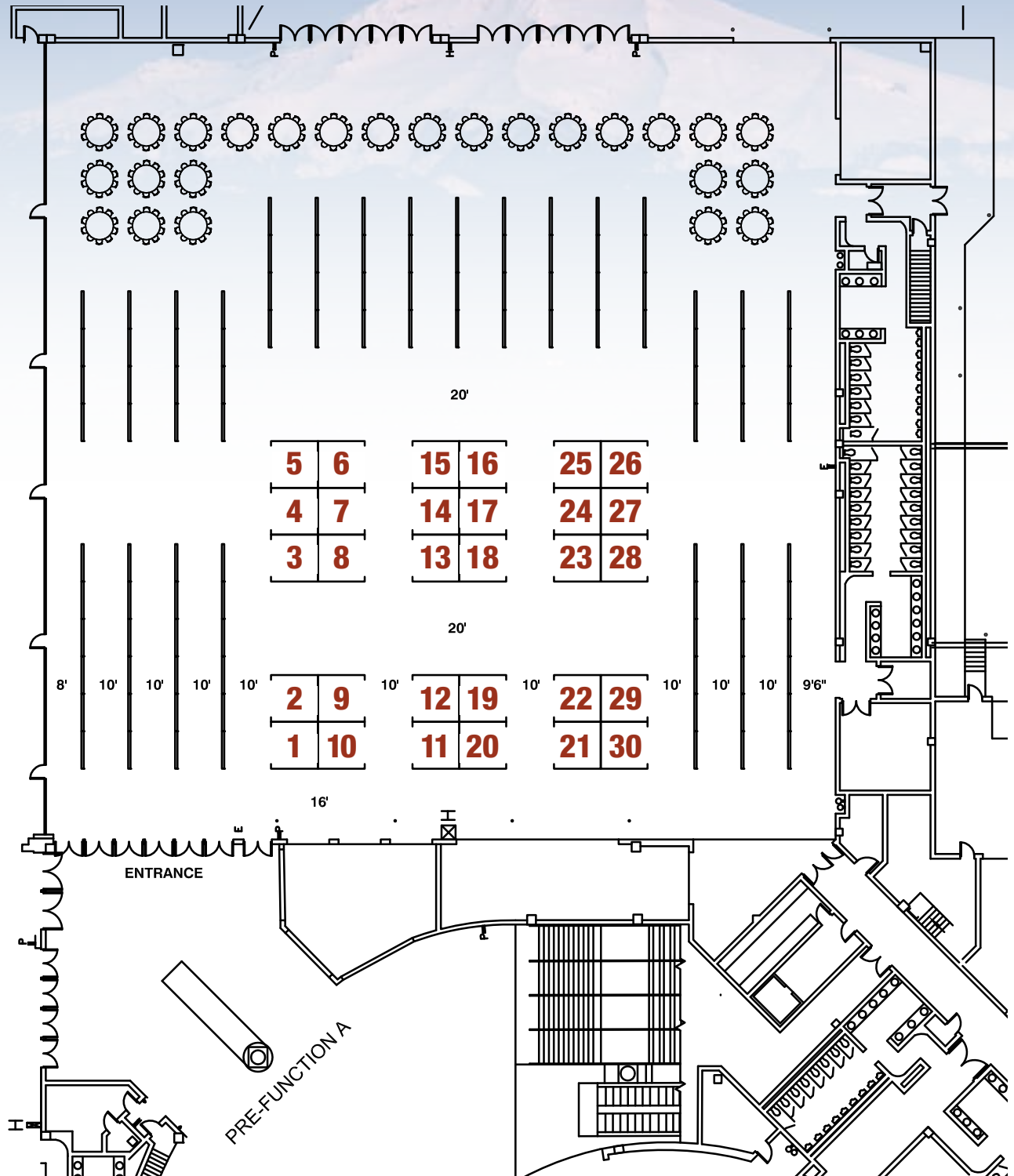


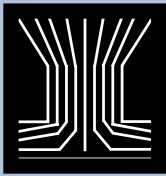
OREGON CONVENTION CENTER

777 NE MLK, Jr. Blvd. | Portland, Oregon 97232

www.oregoncc.org | 1-503-235-7575

EXHIBITOR FLOOR PLAN





Benefits of Annual Sponsorship

	CONTRIBUTOR < \$2,500	SUPPORTING \$2,500	BRONZE \$5,000	SILVER \$7,500	GOLD \$10,000	PLATINUM \$15,000
Ad in 3 Issues of <i>Particulars</i> Newsletter			Banner	½ page	½ page	½ page
Logo and Link on the AAAR Website Homepage			3 Months	6 Months	6 Months	12 Months
Ad in the <i>Members Only</i> Section of the AAAR Website			●	●	●	●
"Commercial" Space in Blast Emails					2 Blast Emails	3 Blast Emails
AAAR Organizational Membership*						●
2 Full Memberships for Staff <i>(Includes As&T Journal Subscription)</i>				●	●	●
2 Regular Annual Conference Registrations				●	●	●
1 Complimentary 10X10 Exhibit Space <i>(Includes 2 Exhibitor Registrations)</i>						●
Annual Conference Promotional Opportunities:						
Acknowledgement on Conference Website; Signage; Slides; Conference Publications	●	●	●	●	●	●
Full Page Ad in the Final Conference Program		Interior Page	Interior Page	Interior Page	Inside Front Cover	Outside Back Cover
Insert <i>(Advertisement)</i> in Conference Registration Packets		●	●	●	●	●

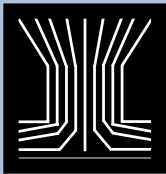
* AAAR Organizational Membership includes: 2 full memberships for staff, 2 regular annual conference registrations, tutorial discounts, exhibit space discounts, a list of annual conference attendees, and acknowledgements in AAAR publications and on the website (www.AAAR.org).

Organizations that sponsor specific annual conference items, such as a coffee break, the conference bags, etc., will be acknowledged on the annual conference website, on signage and slides at conference, and in conference publications.

RULES & REGULATIONS

These rules and regulations constitute a bona fide part of the contract for the AAAR Sponsorship Program, hereafter called 'sponsorship'. AAAR reserves the right to render all interpretations and decisions, should questions arise, and to establish further regulations as may be deemed necessary to the general success and well being of AAAR.

1. Applicants for sponsorship are required to execute and forward a contract to AAAR. Payment shall be made in full prior to the annual conference.
2. Acceptance of sponsorship for all valid contracts in hand will be based on the sole discretion of AAAR.
3. The sponsorship provided is an unrestricted grant and will be used to support AAAR programming, unless agreed to by both parties.
4. No sponsor may assign, share or apportion his sponsorship in whole or in part.
5. It is expressly agreed by each and every contracting sponsor, his agents and his guests, that neither AAAR, **nor** its employees, representatives or contractors shall be liable for loss or damage incurred by the sponsor.
6. AAAR reserves the right to decline or prohibit any sponsorship which in its judgment is out of keeping with the character of AAAR, its programs or annual conference, this reservation being all-inclusive as to persons, things, printed matter, products and conduct.
7. Sponsors **must** contact the AAAR Executive Director, **Bill Carney** (bcarney@aar.org), if they wish to hold an event during the week of the AAAR conference (*either invitation only or open invitation to all conference attendees*).



American Association for Aerosol Research

35th Annual Conference

October 17-21, 2016 | Oregon Convention Center | Portland, Oregon

2016 Annual Sponsorship Contract

INSTRUCTIONS: ALL contracts must be completed, signed and accompanied by correct deposit. Contracts that are incomplete, unsigned or not accompanied by proper deposit will not be accepted and will be returned for completion.

SPONSOR INFORMATION

Organization will be listed in all promotional pieces as filled in below:

ORGANIZATION _____

CONTACT _____

TITLE _____

DEPARTMENT _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

COUNTRY _____

PHONE _____

EMAIL _____

WEBSITE _____

WE AGREE to abide by all rules and regulations governing AAAR and the AAAR annual conference as printed on page 11 and which are a part of this contract. *Acceptance of this application by the American Association for Aerosol Research constitutes a binding contract.*

AUTHORIZED SIGNATURE _____ DATE _____

PLEASE NOTE: Sponsors must contact the AAAR Executive Director, Bill Carney (bcarney@aaar.org), if they wish to hold an event during the week of the AAAR conference (either invitation only or open invitation to all conference attendees).

TYPE OF SPONSORSHIP

General

- Platinum Sponsor **\$15,000**
- Gold Sponsor **\$10,000**
- Silver Sponsor **\$7,500**
- Bronze Sponsor **\$5,000**
- Supporting Sponsor **\$2,500**
- Contributor **<\$2,500**

Specific

- Coffee Break **\$6,000**
- Conference Bags **\$4,000**
- Lanyards **\$1,500**
- Student Poster Competition **\$1,000**

TOTAL Sponsorship Amount: \$ _____ *****

***Deposit of 50% of total is due with contract. Balance due in full by August 8, 2016. NOTE:** Failure to provide payment in full by the date noted above may result in exclusion from conference registration materials.

PAYMENT INFORMATION:

Included with my contract:

(please check one)

- Check (payable to AAAR)
- Credit Card Visa MasterCard Amex

CREDIT CARD # _____ EXP. DATE _____

NAME (AS IT APPEARS ON CARD) _____

SIGNATURE _____

SUBMISSION DEADLINE—FRIDAY, AUGUST 5, 2016

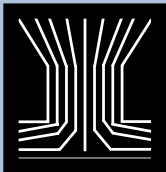
PLEASE SEND COMPLETED FORM TO*:

American Association for Aerosol Research (AAAR)

Attn: Bill Carney, Executive Director — **Via:**

MAIL 12100 Sunset Hills Road | Suite 130
Reston, VA 20190

FAX 703-435-4390 **OR EMAIL:** bcarney@aaar.org



American Association for Aerosol Research

35th Annual Conference

October 17-21, 2016 | Oregon Convention Center | Portland, Oregon

Exhibit Reservation Form

YES I want to reserve exhibit space at the 2016 AAAR 35th Annual Conference.

\$3,609 Exhibit Space and Organizational Membership

Exhibit Space Benefits:

- › 25% discount on each 10' x 10' exhibit space
- › Two (2) complimentary exhibitor registrations
- › Electronic conference attendee lists
(one electronic pre-registration list prior to conference and one complete list distributed within 30 days after conference)
- › Right of first refusal on conference sponsorship opportunities

Organizational Membership Benefits:

- › Two (2) one-year AAAR individual memberships for 2017
- › Two (2) full conference registrations
- › Listing on the AAAR Web site as an Organizational Member
- › Listing in the AAAR 2016 program as an Organizational Member

\$2,100 Exhibit Space

- › One 10' x 10' exhibit space
- › Two (2) complimentary exhibitor registrations with full access to scientific sessions
- › Listing in the AAAR 2016 program and on the AAAR Web site
- › Electronic conference attendee lists
(one electronic pre-registration list prior to conference and one complete list distributed within 30 days after conference)

Number of Exhibit Spaces Requested: _____

Exhibit Space Location Preferences*:

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

** Exhibit space(s) will be assigned on a first-come, first-served basis upon receipt of contract and payment.*

If you have a concern about being near a competitor's booth, please contact:

Bill Carney | bcarney@aaar.org OR 703-234-4128

EXHIBITOR INFORMATION

ORGANIZATION _____

CONTACT _____ TITLE _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

PHONE _____ WEBSITE _____

EMAIL _____

PLEASE provide a description of your products/services (50 words or less) for inclusion in the final program (use a separate page if needed):

WE AGREE to abide by all rules and regulations governing AAAR and the AAAR annual conference which are a part of this contract. Acceptance of this application by the American Association for Aerosol Research constitutes a binding contract.

AUTHORIZED SIGNATURE _____ DATE _____

TOTAL Amount: \$ _____

PAYMENT INFORMATION:

Included with my contract (please check one)

- Check** (payable to AAAR)
- Credit Card** Visa MasterCard Amex

CREDIT CARD # _____ EXP. DATE _____

NAME (AS IT APPEARS ON CARD) _____

SIGNATURE _____

NOTE: An exhibitor service kit will be e-mailed to you in early August.

IMPORTANT: A copy of your general liability insurance coverage will be needed no later than *Friday, August 5, 2016.*

SUBMISSION DEADLINE—FRIDAY, AUGUST 5, 2016

PLEASE SEND COMPLETED FORM TO*:

American Association for Aerosol Research (AAAR)

Attn: Bill Carney, Executive Director — **Via:**

MAIL 12100 Sunset Hills Road | Suite 130
Reston, VA 20190

FAX 703-435-4390 **OR EMAIL:** bcarney@aaar.org

** Be sure to include company description!*