



2014 IEEE Haptics Symposium



Conference Location:
DoubleTree by Hilton Hotel Houston Downtown
Houston, Texas

Conference Dates:
23-26 February 2014

<http://2014.hapticssymposium.org/>

Supporter/Exhibitor Prospectus

Overview

The IEEE Haptics Symposium, founded in 1992, is a vibrant forum where psychophysicists, engineers and designers of applications and interactions come together to share advances, spark new collaborations and envision a future that benefits from rich physical interactions between computers and human operators, generated through haptic (force and tactile) devices. In 2014, Haptics Symposium will take place **February 23-26, 2014** at the Doubletree Hotel in downtown **Houston, TX, USA**. This Haptics Symposium will be a standalone IEEE-sponsored conference, featuring a full day of tutorials and workshops (February 23), followed by two and a half days for the main conference in a single track (February 24-26).

Conference attendees come from around the world, and include researchers and developers from industry, government, and academia. The exhibit area at the conference provides a unique opportunity to interact with leading experts in haptics, and gives the attendees the opportunity to learn directly from you about your products and services and how they can help them to stay at the forefront of their fields.

We invite you to exhibit and to showcase your products at the most exciting combination of brightest minds, the most innovative research, the leading companies, and the most stimulating discussions in the field of haptics.

The Conference and the Exhibit will be held at the DoubleTree Hotel Houston Downtown, Houston, TX. The Sunday February 23 activities will include the Workshops and Tutorials, as well as the Welcome reception on Sunday Evening. The following days' activities will consist on the main Haptics Symposium conference program (Monday February 24-Wednesday February 26), including the vendor and research exhibitions.

As the fourth-largest city in the United States, Houston is home to a respected and energetic arts community, celebrated restaurants, world-renowned theater groups, and a significant international community boasting vivid cultural scenes. Such offerings have landed Houston at the top of Forbes' 2012 list of the "Coolest cities in America" and seventh on the New York Times' list of "46 places to go in 2013," ranking higher than all other U.S. cities. Everything is "bigger in Texas," and Houston is no exception. The Bayou City is known as the energy capital of the world, and is home to the world's largest medical center.

Why Support and/or Exhibit at the IEEE Haptics Symposium?

- Your organization will have the *opportunity to meet 200 or more influential conference participants* – and potential customers – from government, industry, and academia around the world that specialize in immersive environments, user interfaces, and content creation and analysis.
- *Increase visibility* among conference attendees through print, media, and personal contact. The 2014 IEEE Haptics Symposium exhibits will be integrated into the academic posters and demonstrations area, facilitating excellent exposure. The conference will also include a Sponsors Session, for the Diamond, Platinum and Gold sponsoring companies to present their technologies to the conference attendees.
- *Your logos will be displayed* on the conference web page, and will also be included in the conference final program (subject to print deadlines).
- *Recruit* from among the very best graduate students working in these areas.
- *Facilitate* the continuation of the most exciting and cutting-edge meeting on haptics.

Deadlines

15 January 2014

Deadline for Application and Full Payment to be included in the conference program

20 January 2014

Deadline for Application and Full Payment

29 January 2014

Space Assignments Mailed (for exhibitors)

5 February 2014

No Refunds for Cancellation

2014 IEEE Haptics Symposium Conference Contacts

Exhibits Co-Chairs (*dpe@hapticssymposium.org*):

Mark Colton, Brigham Young University, USA

Greg Gerling, University of Virginia, USA

Conference Co-Chairs (*chairs@hapticssymposium.org*):

Marcia K. O'Malley, Rice University, USA

Seungmoon Choi, POSTECH, Republic of Korea

Conference Support Benefits Table

We have designed the support levels to allow organizations of various sizes to be represented. Please note that the benefits listed here are the default for the given level of support. Please don't hesitate to contact us if you would like to tailor your benefits in a different manner! We will work with you.

Support Level	Cost	Conf. Regs. ¹	Extra Banquet Tickets	Sponsor Session Slots ²	Signage ³	Event Sponsorship	Optional Exhibit Spaces ⁶	Website Logo ⁴	Recognition in Final Program ⁴	Optional Attendee Bag Insert ⁵
Diamond	\$15,000	3	5	1	Individual Banner	Choose 1: • Keynote, or • Banquet	2	Diamond Area	Full Page	Yes
Platinum	\$7,500	2	4	1	Individual Banner	Choose 1: • Reception (non-exclusive), • Breakfast (non-exclusive)	2	Platinum Area	Half Page	Yes
Gold	\$5,000	1	3	1	Individual Banner	Choose 2: • Coffee Break (non-exclusive), or • Workshop or Tutorial	2	Gold Area	Quarter Page	Yes
Silver	\$3,500	1	2	0	Group Sign	Choose 1: • Coffee Break (non-exclusive), or • Workshop or Tutorial	2	Silver Area	Logo	Yes
Bronze	\$2,000	1	2	0	Group Sign	-	1	Bronze Area	Logo	Yes
Exhibitor	\$1,000	0	0	0	Group Sign	-	1	Exhibitor Area	Logo	Yes
Non-Profit	\$500	0	0	0	Group Sign	-	1	Non-Profit Area	Logo	Yes
Publisher	\$500	0	0	0	Group Sign	-	1	Publisher Area	Logo	Yes

NOTES:

<ol style="list-style-type: none"> 1. Each conference registration includes: <ul style="list-style-type: none"> ○ Electronic proceedings ○ All technical sessions ○ Reception ticket ○ Banquet ticket 2. Speaking slots at Sponsor Session are reserved for CEO or CTO of the supporter. 	<ol style="list-style-type: none"> 3. Printing of individual banner is the responsibility of the supporter. Banner will be displayed at all food service events selected by the supporter. 4. Design and creation of ad is the responsibility of the supporter. 5. Design and printing of attendee bag materials is the responsibility of the supporter. 6. If exhibition space is desired, please indicate this on the application form. Exhibit space is limited, and will be filled on a first come, first served basis. 7. Inclusion in printed conference materials requires registration prior to printed materials deadline.
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Additional Sponsorship Opportunities

COFFEE BREAK SUPPORTER **\$1,000 each (7 available slots)**

Your company logo will appear on all coffee-break stations and in the conference program to identify you as the Coffee Break Supporter. You may include logo give-a-ways during the breaks; give-a-ways will be at supporter's own expense. Does not include exhibit space.

BREAKFAST SUPPORTER **\$2,000 each (4 available slots)**

Your company logo will appear on all breakfast stations and in the conference program to identify you as a Breakfast Supporter. You may include logo give-a-ways during the meal; give-a-ways will be at supporter's own expense. Does not include exhibit space.

AWARDS SUPPORTER **variable (no limit)**

Your company logo will appear during the presentation of awards, on award certificates presented to winners, and in the conference program to identify you as an Award Supporter. Typical awards include best paper, best student paper, best teaser, and best demo. Monetary or in-kind giveaways are appropriate for awards. Does not include exhibit space.

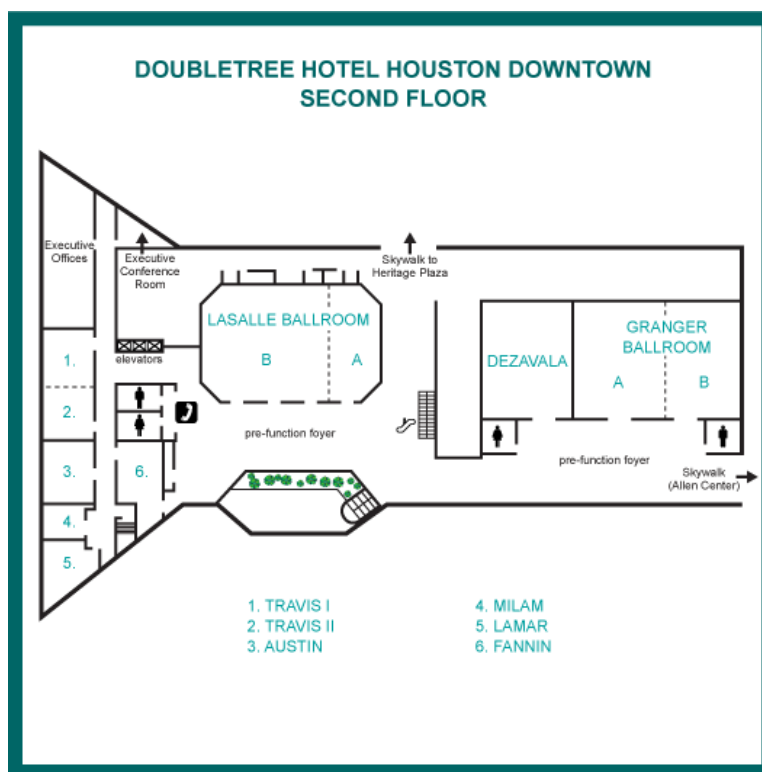
EXHIBIT ONLY SUPPORTER **\$1,000 each (no limit)**

Your company logo will appear in the conference program to identify you as an exhibitor.

Exhibit Area Floor Plan

Most of the main conference activities (February 23-26, 2014) will take place in the hotel, while selected activities will take place off site.

On Sunday, February 23, the opening reception will be held in the Pre-Function Foyer. In addition, all coffee breaks will be held in the Pre-Function Foyer, providing great exposure to participants. Exhibits during the Haptic Symposium on Monday, February 24, through Wednesday, February 26, will be held in LaSalle Ballroom A, near the room hosting plenary sessions (LaSalle Ballroom B), or DeZavala, next to the space allocated for poster sessions and demos (Granger Ballroom A-B). In both cases, maximum exposure of exhibitors will be guaranteed.



Map 1: Exhibition Space.

Each exhibition space includes:

- ✓ 8'x8' floor space with piping and drapes
- ✓ One (1) table and two (2) chairs
- ✓ One 7"x44" ID sign
- ✓ One (1) 500 Watt electrical outlet
- ✓ Wireless Internet access

Preliminary Exhibits Program Schedule

Weekend program includes the workshops and tutorials.

Monday-Wednesday program consists of the main conference.

<p>SUNDAY, 23 FEBRUARY 2014</p> <p>8:30-11:45 Morning Workshops and Tutorials 11:45-12:45 Sponsor Lunch Session 12:45- 5:00 Afternoon Workshops and Tutorials 6:00- 8:00 Welcome Reception Demo/Poster Setup</p>	<p>MONDAY, 24 FEBRUARY 2014</p> <p>8:45- 9:00 Conference Opening 9:00- 10:00 Paper Session 10:00- 10:30 Poster/Demo Teaser 10:30 - 11:30 Poster/Demo Session 11:30-12:30 Opening Keynote 12:30- 2:00 Lunch 2:00- 3:30 Paper Session 3:30- 4:00 Poster/Demo Teaser 4:00- 5:30 Poster/Demo Session</p>
<p>TUESDAY, 25 FEBRUARY 2014</p> <p>8:45- 9:15 Poster/Demo Teaser 9:15- 11:00 Poster/Demo Session 11:00-12:30 Invited Session 12:30- 2:00 Lunch 2:00- 3:20 Paper Session 3:30- 4:20 Poster/Demo Session 4:20- 5:20 Paper Session 6:30- 9:30 Banquet</p>	<p>WEDNESDAY, 26 MARCH 2014</p> <p>8:45-10:30 Poster/Demo Session 10:30-11:45 Paper Session 11:45- 1:15 Lunch 1:15- 2:15 Invited Keynote 2:15- 3:15 Paper Session 3:15- 4:00 Award Ceremony 4:00- 4:30 Demo/Poster Dismantle 2:00- 5:30 Exhibits Dismantle</p>

(***Schedule Details May Change***)

Contractual Considerations

Purpose

The purpose of all exhibits is to inform meeting participants of the types and nature of the products displayed related to applications in haptics and to provide information and explanation concerning related products and services.

Space Assignments

The following rules and regulations governing the exhibit under the auspices of the IEEE Haptics Symposium Conference are part of the application for space and constitute a contract between the Supporter/Exhibitor and the Conference. They have been formulated in the best interest of the Exhibitor and full cooperation in their observance is asked of the Exhibitor. Any detail not specified is subject to decision by the Chair of the Conference. *Since **exhibition space is limited**, assignments will be **based on the date the application and payment are received**.*

Terms of Payment

Full payment **MUST** accompany the supporter/exhibitor application. No application will be processed without remittance of full payment. Deadline for initial exhibit space assignments is **20 January 2014 (15 January 2014 if Exhibitor wants to be included in printed proceedings as a sponsor)**. A completed application for space with full payment and all requested information must be submitted by mail or facsimile. Facsimile applications must include a credit card number, expiration date, and signature. **Telephone requests will not be honored.**

Contract for Space

The acceptance of the application by the 2014 IEEE Haptics Symposium and the full payment of conference support constitute a contract. The Supporter/Exhibitor agrees to accept the optional exhibit space assigned. The application (along with full payment) should be submitted to IEEE Conference Management by **20 January 2014 (15 January 2014 if Exhibitor wants to be included in printed proceedings as a sponsor)**.

The 2014 IEEE Haptics Symposium reserves the right to modify the designated exhibit space in the event a change in the original assignment is necessary. Applications received after January 20 will be accepted subject to availability and may not be included in printed materials.

Each exhibition unit includes one (1) 6'x30" table, two (chairs), one (1) 500 Watt power source, one (1) 7"x44" ID Sign, and wireless Internet access. Exhibitors are responsible for any needs and requirements that exceed the minimum.

Cancellations

Exhibitors are requested to notify IEEE Meeting & Conference Management of cancellations by physical mail, fax, or e-mail. Cancellations are not effective until notice has been received in writing (p-mail, fax or e-mail) by IEEE Meeting & Conference Management. See the application for their contact information.

Space reductions are considered cancellations. It is understood that the IEEE Haptics Symposium Conference reserves the right to, at its option, reassign a cancelled booth.

Refunds

The date on which the Supporter/Exhibitor's written notice of cancellation of Optional Exhibit Space is received will be the official cancellation date. Promotion of the conference and its supporters is ongoing. Therefore, Conference Support is not refundable.

Sharing Space

Subletting of space is not permitted.

Badges and Staffing

Each exhibiting company is limited to the complimentary printed representative badges as indicated by level of support.

Exhibits must be staffed during show hours. Please note that you will be in violation of regulations if the exhibit is not staffed.

Identification badges may be picked up at the registration desk. Badge exchange between exhibitor representatives is not permissible.

Operation of Exhibits

The management reserves the right to restrict exhibits which because of sound, method of operation, materials, content or any reason are objectionable, and also to prohibit or evict any exhibit as a whole.

Size of Exhibits

Each exhibit unit is 8'x8'. Exhibits must be arranged so as not to obstruct the view or otherwise interfere with the displays of other Exhibitors. This restriction includes person(s), things, conduct, printed material or anything of a character that may be objectionable to the exhibition as a whole. In the event of such restriction or eviction, the IEEE Computer Society is not liable for any refunds, rentals or other exhibit expenses.

Hotel Information

Reservations at the DoubleTree Hotel by Hilton Downtown Houston must be made by **Friday January 31, 2014 at 5:00 p.m. central time.**

Violations

As a condition of exhibiting, each Supporter Exhibitor shall agree to observe all policies. Violators will not be eligible to exhibit at future IEEE Haptics Symposium Conferences.

Insurance

Insurance on all exhibits is the responsibility of the Supporter/Exhibitor. The IEEE Robotics and Automation Society will not assume any responsibility for property loss or damage to personal property, as stated in the section on Limitation of Liability.

Supporters/Exhibitors are advised and encouraged to carry insurance to cover their property against damage and loss and public liability insurance for claims of injury to the person and property of others.

Limitation of Liability

Supporter/Exhibitor agrees that the IEEE shall not be liable for any damage or liability of any kind or for any damage or injury to persons or property during the term of this agreement, from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space by Supporter/Exhibitor or any person thereon with the consent of Supporter/Exhibitor and that Supporter/Exhibitor will indemnify and hold harmless IEEE from all liability whatsoever, on account of such damage, or injury, whether or not caused by negligence of or breach of an obligation by Supporter/Exhibitor or its employees or representatives.

Catastrophe

In the event of fire, strikes, or other unavoidable occurrence rendering the exhibit space unfit for use, provisions will be made for the exhibit elsewhere.

2014



IEEE Haptics Symposium 2014
February 23-26
SUPPORT/EXHIBIT
APPLICATION



Please type company name as it should be published.

Name:
Company:
Address: (No P.O. Box addresses please)
City/State/Zip:
Telephone: Fax:
Email: We would like to be contacted regarding promotional opportunities.

Please indicate at which level of support you are contributing:

Table with 2 columns: Support Level and Amount. Includes Diamond (\$15,000), Platinum (\$7,500), Gold (\$5,000), Silver (\$3,500), Bronze (\$2,000), Exhibit only (\$1,000), Non-Profit (\$500), Publisher (\$500), Break Supporter* (\$1,000), Breakfast Supporter* (\$2,000), Award Supporter* (\$).

* Does not include optional exhibit space.

Return Application Form and Full Payment to:

Daniela Constantinescu
Sponsorship Chair Phone: +1-250-721-6040
Fax: +1-250-721-5061
Email: sponsors@hapticssymposium.org
Questions: Sponsorship Chair or Demos, Posters and Exhibits Chairs, sponsors or dpe @hapticssymposium.org

TERMS OF PAYMENT

Full payment is due by 20 January 2014 (15 January 2014 if Exhibitor wants to be included in printed proceedings as a sponsor) and must accompany this application. Notification of assignment of optional exhibit space will be mailed 29 January 2014. Applications received after 20 January 2014 will be accepted subject to availability and supporter may not be included in printed materials. Due to continuous promotion of the conference and its supporters, conference support is not refundable

Payment Method (choose one)

Check: Make all checks payable to 2014 IEEE Haptics Checks must be in U.S. dollars drawn on a U.S. bank.
Credit card: American Express MasterCard VISA Discover
Credit Card Number: Exp.Date:
Name on Card:
Authorized Signature:

(Signature authorizes the IEEE to charge credit card for Total Remittance in U.S. Dollars converted to local currency.)

Exhibit Contract

We will not be utilizing optional conference supporter exhibit space.

As an authorized representative of the Company named above, I hereby apply for exhibit space at the 2014 IEEE Haptics Symposium. I have read and understand the rules, regulations, and contractual considerations outlined in the 2014 IEEE Haptics Symposium Exhibitor Prospectus. I agree to accept and abide by those rules and regulations. The acceptance of our application by the 2014 IEEE Haptics Symposium and the full payment of our conference support constitute a contract.

Signature: Date:
Name (Please Print): Title:

We are (please circle): Manufacturer Manufacturer's Rep Reseller Industrial Distributor Publisher Government Agency Other: