



## Call for Sponsorship and Exhibition

The **2019 IEEE International Conference on Intelligent Robots and Systems (IROS 2019)** will be held from November 4 to 8, 2019, in The Venetian Macao, Macau, China. We invite you to partner with us and participate in this major event by choosing from the partnership package, individual partner options or exhibition opportunities.

## BACKGROUND OF THE CONFERENCE

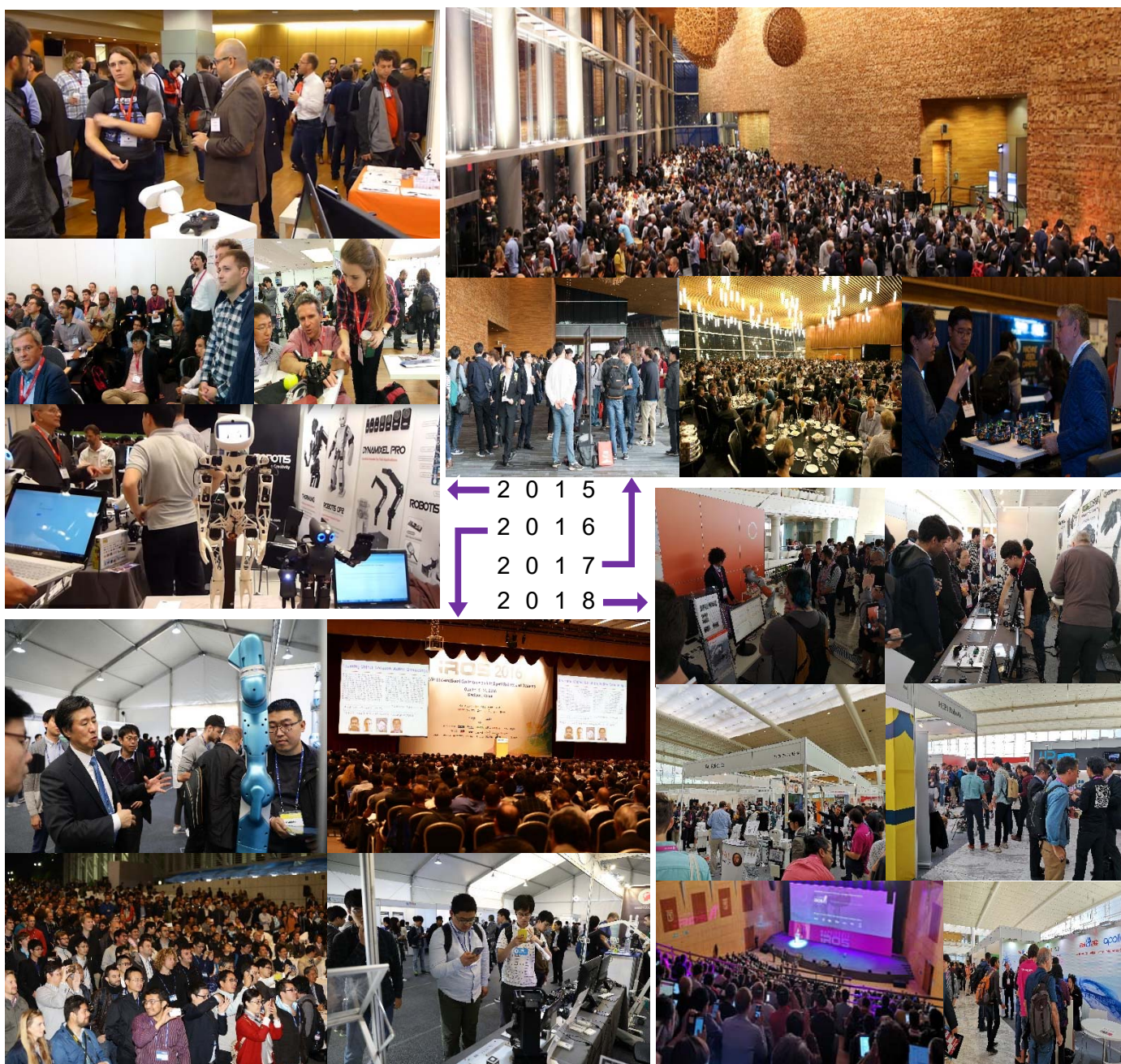
IROS is one of the two top international conferences in intelligent robots and automation. IROS 2019 will host approximately 4,000 of the world's leaders in robotics and automation in Macau. It is sponsored by IEEE, the world's largest professional association for the advancement of technology, the IEEE Robotics and Automation Society, the IEEE Industrial Electronics Society, the Robotics Society of Japan, the Society of Instruments and Control Engineers, and the New Technology Foundation. IROS 2019 brings an international community of researchers and roboticists to explore the frontier of science and technology in intelligent robots and systems as well as discuss the latest advancements in this fast growing field.

## BENEFITS OF SPONSORS AND EXHIBITORS

Exhibiting at IROS 2019 is the most cost-effective way for an organization, large or small, to gain exposure in front of the world's leaders in robotics and automation, from academia and industry. The exhibition is closely integrated with the technical program through panel discussions, workshops and tutorials and social activities for attendees and guests. In conclusion, it would be an unique opportunity to connect with the industry pioneers and attain targeted potential customers.











## SPONSORSHIP LEVEL INFORMATION

All the following sponsorships will be available on a first come, first served basis.

|  | Booth Only     | Bronze         | Silver          | Gold            | Platinum        |
|--|----------------|----------------|-----------------|-----------------|-----------------|
| Booth (3m×3m)  | 1              | 1              | 2               | 3               | 4               |
| Logo in conference website and digest  | √              | √              | √               | √               | √               |
| Link to job openings on IROS2019 website (on request)  | √              | √              | √               | √               | √               |
| Logo on partner acknowledgement slide between sessions   | ×              | ×              | √               | √               | √               |
| Logo in conference e-proceedings   | ×              | √              | √               | √               | √               |
| Page advertisement in the conference digest  | ×              | ×              | One quarter     | One half        | One half        |
| Inserts to be placed into the delegate satchels  | ×              | ×              | 1-page leaflet  | Pamphlet        | Pamphlet        |
| Complimentary sponsor registrations (full delegate) to the conference including conference dinner ticket | ×              | 1              | 2               | 4               | 6               |
| Complimentary exhibitor registrations  | 2              | 2              | 4               | 6               | 8               |
| Banner/display of your company in a visible place in the conference venue                                | ×              | ×              | ×               | ×               | √               |
| Organization profile in the conference digest  | ×              | 25-word        | 50-word         | 75-word         | 100-word        |
| Industrial forum representation (free for attendees)   | ×              | ×              | Regular         | Regular         | Keynote         |
| One-minute company video before plenary  | ×              | ×              | ×               | ×               | √               |
| VIP dinner ticket  | ×              | ×              | ×               | 2               | 3               |
| *Rates in HK\$   | HK\$<br>28,000 | HK\$<br>48,000 | HK\$<br>128,000 | HK\$<br>198,000 | HK\$<br>268,000 |

## EXHIBITION BOOTH

The following items will be included:

- Nine square meters of exhibition space (3m x 3m)
- One exhibition table and two chairs
- Back and side walls
- Company name on fascia over each open side
- Two spotlights
- Two exhibitor registrations
- Listing in conference digest
- Listing on conference website

Rate: HK\$28,000

## START-UP ZONE

The following items will be included:

- Exhibition display table (One table, two chairs, one display board for company name)
- One exhibitor registration
- Listing in conference digest
- Listing on conference website

*\*Applicable for companies that incorporated within the last 24 months of the conference dates*

Rate: HK\$20,000

## ADDITIONAL ITEMS

All sponsors and exhibitors can choose any of the following items for additional sponsorship:

- **Plenary Speaker Sponsor (HK\$120,000):** company logo will appear on the holding slide before the speaker's presentation and signage at the entrance to the session room.
- **Keynote Speaker Sponsor (HK\$60,000):** company logo will appear on the holding slide before the speaker's presentation and signage at the entrance to the session room.
- **Concurrent Session Sponsor (HK\$24,000):** company logo will appear on the holding slide before your speaker's presentation and signage at the entrance to the session room.
- **Conference Bag Sponsor (HK\$40,000):** company logo will appear on conference satchels.
- **Lanyards and Name Badges Sponsor (HK\$40,000):** company logo will appear on conference name badge and conference lanyard.
- **Conference Dinner Sponsor (HK\$80,000):** company logo will appear on conference dinner tickets.
- **Conference Welcome Reception Sponsor (HK\$30,000):** company logo will appear on conference welcome reception tickets.
- **Conference Awards Luncheon Sponsor (HK\$16,800):** company logo will appear on conference awards luncheon.
- **Conference Farewell Party Sponsor (HK\$16,800):** company logo will appear on conference farewell party tickets.
- **Barista sponsor (HK\$15,000):** sponsor's sign will appear on one barista station front.
- **Insert sponsor (HK\$8,000):** sponsor's one page ad will be placed into the conference bags.
- **Room name in the Conference Venue (HK\$26,800 per room)**
- **Free Social Event (HK\$10,000 per event)**
- **Additional Exhibitor staff badge (HK\$1,600)**

## EXHIBITION SCHEDULE

Exhibition time: 8:30am-6:00 pm, November 5-7, 2019

Location: The Venetian Macao, Macau, China

Other issues: The on-site booth set-up begins on Nov. 4 from 10:00am to 6:00 pm. Exhibits will remain on display until 5:00 pm on Nov. 7. All exhibits must be removed by 9:00 pm on Nov. 7.

## CONTACT INFORMATION

Questions regarding to exhibition go to exhibits co-chairs:

Haoyao Chen ([exhibition@iros2019.org](mailto:exhibition@iros2019.org) or [hychen5@hit.edu.cn](mailto:hychen5@hit.edu.cn))

Ming Liu ([ceelium@ust.hk](mailto:ceelium@ust.hk))

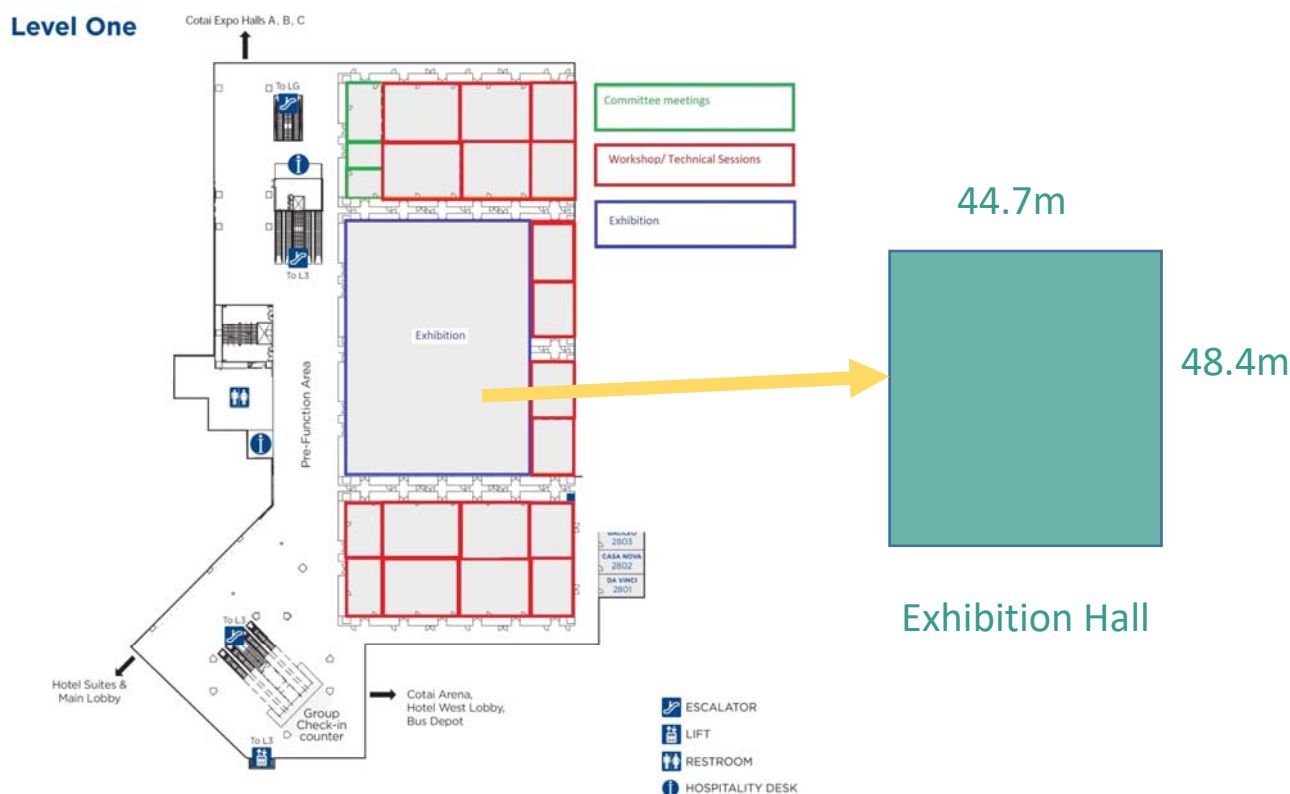
## CANCELLATION POLICIES

Applications require full payment before booths are assigned. Payment in full is required with submission of contract application or on the date indicated on the invoice. Cancellations will only be accepted in writing and must be signed by the person whose signature appears on the application form (or their nominee). Deadline will be on September 30, 2019. All the reservations received after this day will not have refund.

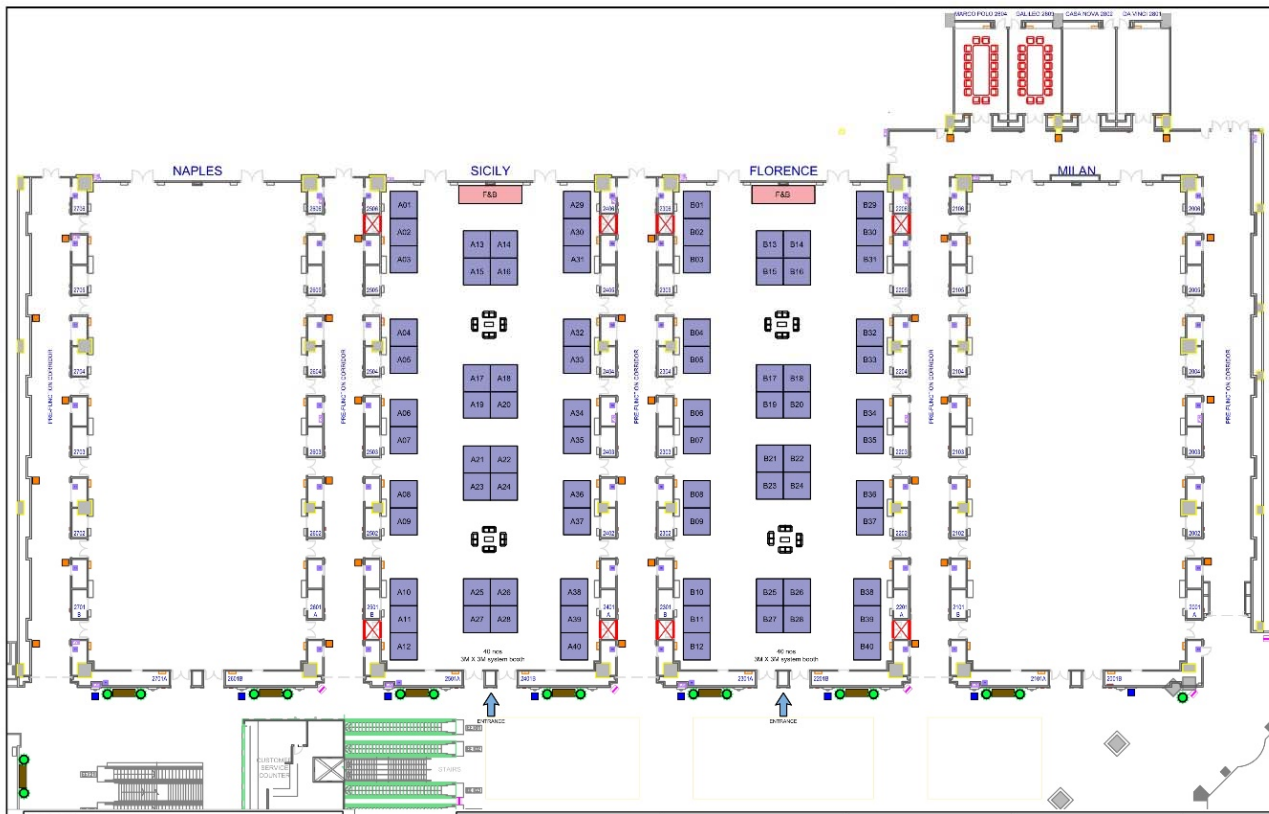
## PAYMENT OPTIONS

Only accept company check or money order.

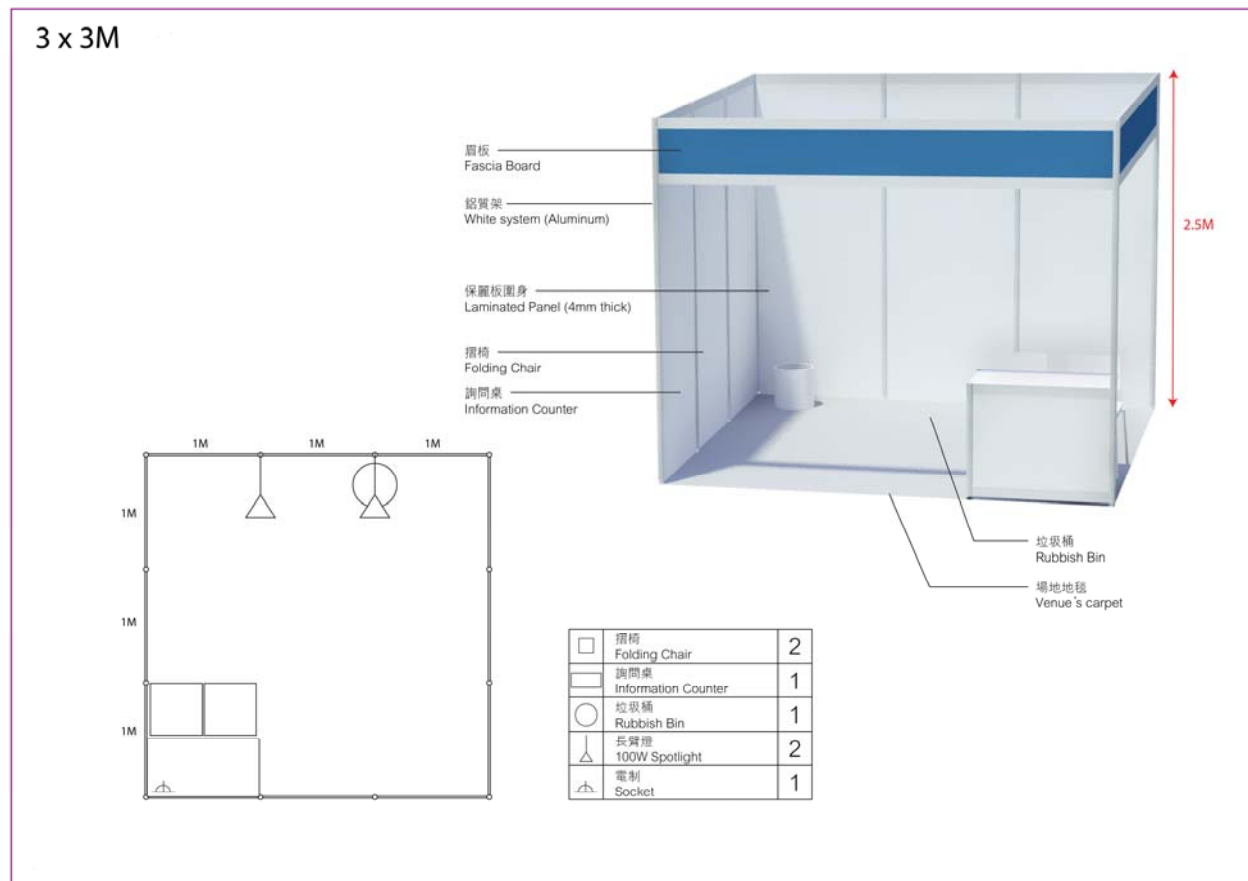
## THE MEETING ROOMS



## FLOOR PLAN



## STANDARD BOOTH



The floor plan and the standard booth may be adjusted, and the interpretation right belongs to the conference organizer.



## SPONSOR/EXHIBITOR APPLICATION FORM

- Please read this application form carefully, and complete, sign and return the form to [exhibition@iros2019.org](mailto:exhibition@iros2019.org)

### **General Information**

Company Name \_\_\_\_\_

Contact Person \_\_\_\_\_ E-mail \_\_\_\_\_

Tel \_\_\_\_\_ Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Country \_\_\_\_\_ Postal Code \_\_\_\_\_

### **Billing Data (if different from above)**

Company Full Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Country \_\_\_\_\_ Postal Code \_\_\_\_\_

### **Sponsorship Package**

| <input checked="" type="checkbox"/> | Type                 | HKD     | <input checked="" type="checkbox"/> | Type               | HKD     |
|-------------------------------------|----------------------|---------|-------------------------------------|--------------------|---------|
|                                     | Platinum Sponsorship | 268,000 |                                     | Gold Sponsorship   | 198,000 |
|                                     | Silver Sponsorship   | 128,000 |                                     | Bronze Sponsorship | 48,000  |
|                                     | Booth Only           | 28,000  |                                     | Start-up Zone      | 20,000  |
| Other (Please specify)              |                      |         |                                     |                    |         |



### Additional Sponsorship Opportunities (Non-exclusive)

| <input checked="" type="checkbox"/> | Type  | HKD     | <input checked="" type="checkbox"/> | Type                                | HKD    |
|-------------------------------------|---|---------|-------------------------------------|-------------------------------------|--------|
|                                     | Plenary Speaker Sponsor   | 120,000 |                                     | Keynote Speaker Sponsor             | 60,000 |
|                                     | Concurrent Session Sponsor  | 24,000  |                                     | Conference Bag Sponsor              | 40,000 |
|                                     | Conferene Dinner Sponsor<br>(exclusive sponsorship,<br>production included)   | 80,000  |                                     | Welcome Reception Sponsor           | 30,000 |
|                                     | Awards Luncheon Sponsor   | 16,800  |                                     | Farewell Party Sponsor              | 16,800 |
|                                     | Barista Sponsor   | 15,000  |                                     | Each Free Social Event              | 10,000 |
|                                     | Each Room Name in the<br>Conference Venue                                     | 26,800  |                                     | Additional Exhibitor Staff<br>Badge | 1,600  |
|                                     | Lanyards and Name Badges Sponsor (exclusive sponsorship, production included) |         |                                     |                                     | 40,000 |
|                                     | One Page Ad in the Conference Bag (production not included)                   |         |                                     |                                     | 8,000  |
| Other (Please specify)              |   |         |                                     |                                     |        |

1. Your company will be recognized on signage onsite at the specific event you sponsor.
2. If your company would like to be an exclusive sponsor, please contact: [exhibition@iros2019.org](mailto:exhibition@iros2019.org).
3. All applications are subject to Committee approval, the Organizing Committee reserves the right to decline sponsorship bookings at their own decision.
4. Please note that full payment of the total sponsorship is required within receipt of the sponsorship application form.

### Payment Information

Bank Transfer

Please contact Exhibition Chairs at [exhibition@iros2019.org](mailto:exhibition@iros2019.org) for bank transfer information.

Signature and Company Chop \_\_\_\_\_ Date \_\_\_\_\_

### Office Use Only

Total Booth Space License \_\_\_\_\_ Form Received \_\_\_\_\_

Booth Assigned \_\_\_\_\_ Total Amount Due \_\_\_\_\_

## **Terms and Conditions**

### **1. Contract**

This application, properly executed by Applicant (Exhibitor) shall upon written acceptance and notification of booths assigned by IROS 2019 management constitute a valid and binding contract.

### **2. Assignment of Space**

Assignment of space to exhibitors and those making application will be made in the order of date and time received. IROS 2019 will continue to receive applications and assign exhibit space, as it remains available, until shortly before the Show opening date. In all cases, total booth payments must be received prior to Show opening. IROS 2019 assignment of booths is final and shall constitute an acceptance of the Exhibitor's offer to occupy space. After assignment, space location may not be changed, transferred or cancelled by the Exhibitor except upon written request and with the subsequent written approval of IROS 2019 management. IROS 2019 management reserves the right to reassign Exhibitor space in order to modify floor plan for overall benefit of the Show.

### **3. Subletting Space**

No exhibitor will assign, sublet, or apportion the whole or any part of the space allotted to him, nor exhibit therein, nor permit any other person or party to exhibit therein, any other goods, apparatus, etc. not manufactured or distributed by the Exhibitor in the regular course of his business except upon prior written consent of IROS 2019 Management.

### **4. Payment Requirements and Cancellation Charges**

Applications require full payment before booths are assigned. Payment in full is required with submission of contract application or on the date indicated on the invoice. Cancellations will only be accepted in writing and must be signed by the person whose signature appears on this form (or their nominee). Deadline will be on June 14, 2019. All the reservations received after this day will not have refund.

It is understood that IROS 2019 reserves the right, at its option, to reassign a cancelled booth regardless of the cancellation rate assessed. In the event that the premises in which the IROS 2019 Show is conducted shall become, in the sole discretion of IROS 2019, unfit for occupancy, or substantially interfered with by reason of any cause or causes not reasonably within the control of IROS 2019, this agreement may be terminated by IROS 2019. For this purpose, the term "cause or causes" shall include, but not by way of limitation, fire, flood, epidemic, earthquake, explosion or accident, blockage, embargo, inclement weather, governmental restraints, restraints or orders of civil defense, or military authorities, act of public enemy, riot or civil disturbance, strike, lockout, boycott or other labor disturbance, inability to secure sufficient labor, technical, or other personnel, failure, impairment or lack of adequate transportation facilities, inability to obtain, or condemnation, requisition or commandeering of necessary supplies or equipment, local, state or federal law, ordinance, rule, order, decree or regulation, whether legislative, executive, or judicial, and whether constitutional, or act of God.

Should IROS 2019 terminate this agreement pursuant to the provision of this paragraph the Exhibitor waives any and all claims for damages and agrees that IROS 2019 may, after computing the total amount of IROS 2019 cost and expenses in connection with its preparation for and conducting of the IROS 2019 Event, (including a reasonable reserve for claims and other contingencies), refund to the exhibitor, as and for complete settlement and discharge of all said Exhibitor's claims and demands, an amount which bears the same relationship to the fee paid by said Exhibitor as the total refundable amount as computed above bears to the total amount of fees paid by all exhibitors.

## **5. Exhibit Booth Manning and Dismantling Schedule**

A representative must man exhibit space during all times when Exhibition is officially open. Exhibit space must be maintained in a neat and orderly manner throughout the Exhibition. Exhibitors may begin dismantling only after hours stated in exhibitor service manual. Exhibitors are responsible for removal of all materials used in their display. Any exhibitor leaving materials after hours stated in exhibitor service manual will be charged for the materials' removal.

## **6. Losses or Damage**

Exhibitor agrees that IROS 2019 shall not be liable for any damage or liability of any kind or for any loss, 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 Exhibitor or any person thereon with the consent of Exhibitor, and that Exhibitor will defend, indemnify and save harmless, IROS 2019 from all liability whatsoever, on account of any such damage, or injury, whether or not caused by negligence of or breach of an obligation by Exhibitor or its employees or representatives. Exhibitor will be liable for all damages, or liability of any kind or for any loss, damage or injury to persons or any property during the show from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space.

## **7. Demonstrations**

No demonstrations or solicitations shall be permitted outside of the Exhibitor's assigned space, and no signs or placards may be displayed on persons or otherwise outside exhibit spaces.

## **8. Compliance**

The Exhibitor assumes all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, State and federal governing bodies concerning fire, safety and health, together with the rules and regulations of the operators and/or owners of the property wherein the Show is held.

## **9. Policy**

It is further agreed that the Exhibitor will abide by and comply with rules and regulations concerning local customs that may apply, having agreements with the Show Facility or with authorized contractors employed by IROS 2019.

## **10. Management**

The Exhibitor further agrees that the conditions, rules and regulations of the IROS 2019 management are made a part of this contract and that said Exhibitor agrees to be bound by each and all of these rules and regulations, and that the management shall have the full power to interpret, amend and enforce all rules and regulations in the best interest of the Show.

## **11. Alteration of Booth Space**

IROS 2019 management shall be entitled to alter the layout if, in their opinion, this is in the general interest of the Exhibition.