

# CONFERENCE SPONSOR AND EXHIBITOR PROSPECTUS



INTERNATIONAL CONFERENCE  
ON PLASMA SCIENCE

**Dates:** 21-25 May 2023  
**Location:** Santa Fe, NM  
**Organized by:** Institute of Electrical and Electronics  
Engineers

**Conference Website :** <https://goto.unm.edu/icops2023>  
**Contact Email :** tierney@ieee.org  
**Conference Venue :** Eldorado Hotel & Spa  
Hilton Santa Fe Historic Plaza

Dear Prospective Exhibitor or Sponsor,

We are pleased to extend to your company the opportunity to exhibit and sponsor events at the golden jubilee (50<sup>th</sup>) offering of the IEEE International Conference on Plasma Science (ICOPS) in 2023. ICOPS is an annual event organized and sponsored by the Plasma Science and Application Committee (PSAC) of the IEEE Nuclear and Plasma Sciences Society (NPSS) and is one of the premier plasma physics conferences in the world.

This is the 50<sup>th</sup> offering of this conference; and, as such, we anticipate this conference will draw about 500 participants from around the world. We are planning events to commemorate the 50<sup>th</sup> anniversary, including a special session track on the past 50 years of plasma science and a distinguished keynote speaker. The ICOPS program covers both traditional areas of plasma science and new exploratory research areas. The conference offers an outstanding forum for scientists and engineers to learn further about some of the greatest advances in plasma science and technology in recent years and to discuss future directions of research.

This conference will be held in Santa Fe, New Mexico on 21-25 May 2023 with a principal venue of the Eldorado Hotel and Spa, supplemented by conference sessions at the Historic Hilton Hotel and a golden jubilee reception at the La Fonda Hotel. All three conference venues are within two blocks of the Santa Fe Plaza.

Set at the foot of the majestic Sangre de Cristo mountains, Santa Fe has been a cultural center in North America for over 400 years and is the oldest capital city in the United States. Santa Fe's unique blend of Anglo, Spanish and Native cultures will tantalize visitors with a dynamic art scene that spans from traditional to contemporary, world-class accommodations with a local feel, diverse and award-winning cuisine, and countless experiences to encounter.

Being a conference exhibitor or sponsor is a productive way to market your company to industrial, government, and university researchers and organizations as well as recruit new talent. Please see the enclosed Exhibitor and Sponsorship Prospectus for specific details on how your company can participate. There are limited exhibitor booths and sponsor events available, and you are therefore encouraged to sign up as soon as possible in order to receive your preferred choices. Priority for booth location and event sponsorship choices will be given on a first come, first served basis based on the receipt date of the application and accompanying reservation deposit.

Our goal is to have both exhibitors/sponsors and attendees benefit from this event by providing the potential for business opportunities as well as knowledge transfer. We are excited to include your business in the 2023 IEEE ICOPS activities and look forward to your participation.

Sincerely,

**Tom Tierney**, General Chair

# PROGRAM

- Minicourse
- Opening Night Reception
- 50th Anniversary Reception
- Plenary & Oral & Poster Technical Sessions
- Exhibition
- Plenary & Oral 50th Anniversary Review Sessions
- Women in Engineering Event
- Young Professionals Event
- Banquet and Awards
- Closing Ceremony

# KEY DATES

Abstract Submission and Registration Opens	November 15, 2022
International VISA Letter Requests Opens	December 01, 2022
Abstract Submission Deadline	March 15, 2023
Notification of Abstract Acceptance	March 31, 2023
Early Registration Deadline	April 30, 2023

## Conference Chair:

Tom Tierney, [tierney@ieee.org](mailto:tierney@ieee.org)

## Sponsor and Exhibits Chairs:

Edl Schamiloglu, [edls@unm.edu](mailto:edls@unm.edu)

Matthew Lara, [mlara@apelc.com](mailto:mlara@apelc.com)

# CONFERENCE SPONSORSHIP OPPORTUNITIES

<b>Gold USD 5,000</b>	<b>On-site Marketing</b> <ul style="list-style-type: none"> <li>• Two free conference registrations</li> <li>• Two free banquet tickets</li> <li>• Logo/Name displayed on one promotional item. Please see list on next page.</li> <li>• Logo/Name displayed at WIE, YP and reception events.</li> <li>• Logo/Name displayed at banquet, projected in session room, reception, and on conference signage</li> <li>• Sponsor-provided leaflet to be displayed at conference</li> <li>• Logo rotated on mobile app</li> </ul>	<b>Pre-Conference Marketing</b> <ul style="list-style-type: none"> <li>• Sponsorship identified on website</li> <li>• Linked logo on website</li> <li>• Logo on e-newsletters</li> <li>• Sponsorship noted in conference communications</li> </ul>
<b>Silver USD 3,000</b>	<b>On-site Marketing</b> <ul style="list-style-type: none"> <li>• One free conference registration</li> <li>• One free banquet ticket</li> <li>• Logo/Name displayed on one promotional item. Please see list on next page.</li> <li>• Logo/Name displayed at banquet, projected in session room, reception, and on conference signage</li> <li>• Sponsor-provided leaflet to be displayed at conference</li> <li>• Logo rotated on mobile app</li> </ul>	<b>Pre-Conference Marketing</b> <ul style="list-style-type: none"> <li>• Sponsorship identified on website</li> <li>• Linked logo on website</li> <li>• Logo on e-newsletters</li> <li>• Sponsorship noted in conference communications</li> </ul>
<b>Copper USD 2,000</b>	<b>On-site Marketing</b> <ul style="list-style-type: none"> <li>• Half-off on one conference registration.</li> <li>• Logo/Name displayed on one promotional item. Please see list on next page.</li> <li>• Logo/Name displayed at banquet, projected in session room, reception, and on conference signage</li> <li>• Sponsor-provided leaflet to be displayed at conference</li> </ul>	<b>Pre-Conference Marketing</b> <ul style="list-style-type: none"> <li>• Sponsorship identified on website</li> <li>• Linked logo on website</li> <li>• Logo on e-newsletters</li> <li>• Sponsorship noted in conference communications</li> </ul>
<b>Brass USD 1,000</b>	<b>On-site Marketing</b> <ul style="list-style-type: none"> <li>• Logo/Name displayed at one event. Please see list on next page.</li> <li>• Logo/Name displayed at banquet, projected in session room, reception, and on conference signage</li> <li>• Sponsor-provided leaflet to be displayed at conference</li> </ul>	<b>Pre-Conference Marketing</b> <ul style="list-style-type: none"> <li>• Sponsorship identified on website</li> <li>• Linked logo on website</li> <li>• Logo on e-newsletters</li> <li>• Sponsorship noted in conference communications</li> </ul>
<b>Bronze USD 625</b>	<b>On-site Marketing</b> <ul style="list-style-type: none"> <li>• Logo/Name displayed at banquet, projected in session room, reception, and on conference banners</li> <li>• Sponsor-provided leaflet to be displayed at conference</li> </ul>	<b>Pre-Conference Marketing</b> <ul style="list-style-type: none"> <li>• Sponsorship identified on website</li> <li>• Linked logo on website</li> <li>• Logo on e-newsletters</li> <li>• Sponsorship noted in conference communications</li> </ul>

## PROMOTIONAL ITEMS

Please note that due to supply chain issues, the **deadline** for sponsors to choose this option is **April 01, 2023**.

- Lanyards  
Up to 4 sponsor logos will be printed on lanyards
- Water Bottles  
Up to 3 sponsor logos will be printed on water bottles
- Hand Sanitizer  
Up to 2 sponsor logos will be printed on hand sanitizer bottles
- Compass and Thermometer Key Ring  
Up to 1 sponsor logo will be printed on key ring

## EVENT SPONSORSHIP OPPORTUNITIES

- Sponsor the Opening Night Reception  
Sunday 05/21/2023 6.00 PM -8.00 PM
- Sponsor one of our Morning/Afternoon coffee breaks

Date	Day	Morning	Afternoon
05/22/2023	Monday	9.30 AM – 10.30 AM	3.00 PM – 3.30 PM
05/23/2023	Tuesday	9.30 AM – 10.30 AM	3.00 PM – 3.30 PM
05/24/2023	Wednesday	9.30 AM – 10.30 AM	3.00 PM – 3.30 PM
05/25/2023	Thursday	9.30 AM – 10.30 AM	

- Sponsor the 50<sup>th</sup> Anniversary Reception  
Monday 05/22/2023: 6.30 PM -8.00 PM
- Sponsor the Women in Engineering (WIE) Event  
Tuesday 05/23/2023: 6.00 PM – 7.30 PM
- Sponsor the Young Professionals (YP) Event  
Tuesday 05/23/2023: 7.30 PM – 9.30 PM

# EXHIBITOR INFORMATION

Exhibitors at ICOPS 2023 will be provided with space for booths in the poster hall of the conference.

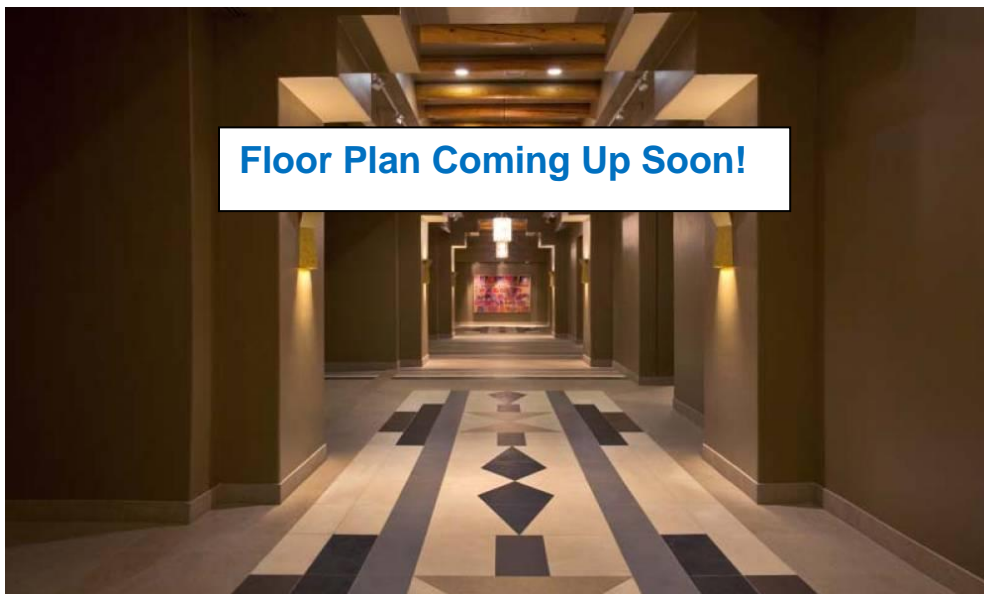
The exact booth dimensions are *undetermined* as of yet, but exhibitor can expect something like a 10'x10' booth, including a ~7' (2.1 m) high draped back wall and ~3' (0.9 m) high draped side rails, one ~6' (1.8 m) draped table, two contour chairs, and one wastebasket, and a single line, company identification sign. Floor plan will be provided in November, 2022.

## Single Booth Package

- Designated space for display booth
- Conference registration for two individuals
- One Bronze sponsorship
  
- **Registration Fee Before 04/15/2023: \$4,250**
- **Registration Fee After 04/15/2023: \$5,000**
- **Additional Exhibitor Registration\*           \$300**

\*If registering more than two people from the same company, please register for one full "Exhibitor Registration" plus "Additional Exhibitor Registrations" for each attendee beyond the two.

*Registration for the exhibit area only; conference registration not included.*



## Terms and Conditions

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### 1. Contract

This application, properly executed by Applicant (Exhibitor) shall upon written acceptance and notification of booths assigned by ICOPS 2023 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 postmark date. ICOPS 2023 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. ICOPS 2023 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 canceled by the Exhibitor except upon written request and with the subsequent written approval of ICOPS 2023 management. ICOPS 2023 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 ICOPS 2023 Management.

### 4. Exhibit Space Rental Rates

Exhibit space rental includes materials and services described herein. Exhibition fee includes table and space without equipment.

### 5. Payment Requirements and Cancellation Charges

Applications require full payment before booths are assigned.

Payment in full is required by April 15, 2023.

All cancellations must be made in writing and will be based on the following schedule of refunds:

Before April 15, 2023:	Full refund less 5% processing fee
On or after April 15, 2023:	No refund

It is understood that ICOPS 2023 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 ICOPS 2023 Show is conducted shall become, in the sole discretion of ICOPS 2023, unfit for occupancy, or substantially interfered with by reason of any cause or causes not reasonably within the control of ICOPS 2023, this agreement may be terminated by ICOPS 2023. 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, equipment, local, state or federal law, ordinance, rule, order, decree or regulation, executive, or judicial, and whether constitutional, or act of God. Should ICOPS 2023 terminate this agreement pursuant to the provision of this paragraph the Exhibitor waives any and all claims for damages and agrees that ICOPS 2023 may, after computing the total amount of ICOPS 2023 cost and expenses in connection with its preparation for and conducting of the ICOPS 2023 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, and 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.

### 6. 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.

### 7. Losses or Damage

Exhibitor agrees that ICOPS 2023 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, ICOPS 2023 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.

### 8. 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.

### 9. 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.

### 10. 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 ICOPS 2023.

### 11. Management

The Exhibitor further agrees that the conditions, rules and regulations of the ICOPS 2023 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.

### 12. Alteration of Booth Space

ICOPS 2023 management shall be entitled to alter the layout if, in their opinion, this is in the general interest of the Exhibition.