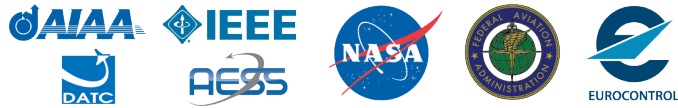


# ICNS



**Integrated Communications, Navigation & Surveillance (ICNS) Conference**  
ICNS 2019 · April 9-11 · Westin Washington Dulles · Herndon, VA · <http://i-cns.org>

## 2019 ICNS Conference Exhibitor Information

**When:** April 9-11, 2019

**Where:** Westin Washington Dulles Airport Hotel  
2520 Wasser Terrace  
Herndon, Virginia USA 20191  
1-703-793-3366

**Estimated Attendance:** 200-250

**Space Reservation Deadline:** March 22nd, 2019

**Exhibitor Logo & Paragraph Deadline:** March 2, 2019

For use with list of sponsors and exhibitors

To reserve space, complete the attached form and e-mail to Paul Kostek, ICNS Conference Exhibits/Sponsors Chair at [p.kostek@ieee.org](mailto:p.kostek@ieee.org). If you have any questions, please contact Paul at (206)915-6645.

**Schedule:** Exhibits will open Tuesday morning, April 9<sup>th</sup> at 7:00 am and close on Thursday by 3 pm, April 11<sup>th</sup>. Set-up and teardown will take place according to the schedule below.

**Space:** Nominal exhibit size is 10 feet wide by 8 feet deep, with a ceiling height of 9 feet.

**Location & Storage:** Exhibits will be located adjacent to the meeting rooms. The exhibits will be locked overnight. However, it is recommended that you make your own arrangements for overnight storage of any valuable equipment.

**Exhibit Fee:** The fee for an exhibit booth (only) is \$2,000. The exhibit fee is included with the ICNS Sponsorship Package (\$2,750 minimum).

Space includes:

- 8' X 10' Booth or
- 6' Draped Table (if requested)

Additional equipment or electrical requirements can be arranged directly with the hotel. Contact Paul Kostek via e-mail with questions or to make these additional arrangements.

**Conference Packet:** Information about each exhibitor will be included in the conference packet. Exhibitors should provide company logo (.jpg, .tif or .gif format) and a paragraph describing their exhibit by March 2<sup>nd</sup>, 2019. Please limit the paragraph to 250 words.

**High-Speed Internet Access:** High-speed Internet access is available. Costs may be consolidated via a group exhibitor purchase. If you need to order this option, please contact Paul Kostek who will coordinate with the hotel.

**Shipping & Receiving:** Hours of the Westin Receiving Entrance will be confirmed with exhibitors prior to the conference.

**Exhibit Schedule:**

Set-up:	Monday, April 8	4:00 pm to 6:00 pm
Open	Tuesday, April 9	7:00 am to 5:00 pm
	Wednesday, April 10	7:00 am to 5:00 pm
	Thursday, April 11	7:00 am to 1:00 pm
Teardown:	Thursday, April 11	3:00 pm

Note that the morning and afternoon breaks are held in the exhibit area.

**Application**

Completed application reserves exhibit space. Payment guarantees reservations.

We hereby apply for exhibit privilege and space (April 9-11, 2019) at the *2019 ICNS Conference*, Westin Washington Dulles Airport Hotel Herndon, Virginia.

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Organization

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Address

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Exhibit Contact Person

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Phone

Fax

e-mail address

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Notes

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Authorized signature (application binding with signature)

If not already registered with the *2019 ICNS Conference*, personnel staffing the booths should make arrangements for exhibitor badges. Only authorized personnel wearing the proper badges will be allowed into the exhibit areas during the set-up, off-hours or teardown.

Completed application reserves exhibit space. Payment guarantees reservation.

- 1) E-mail application to Denise Ponchak at: [finance.chair@i-cns.org](mailto:finance.chair@i-cns.org).
- 2) If applicable, make check payable to “2019 ICNS Conference” and mail to:  
Denise Ponchak  
2019 ICNS Treasurer  
11034 Chelsea Court  
North Royalton, OH 44133
- 3) Payment may also be made by credit card beginning 1 March by calling Denise Ponchak at: 216-280-6254