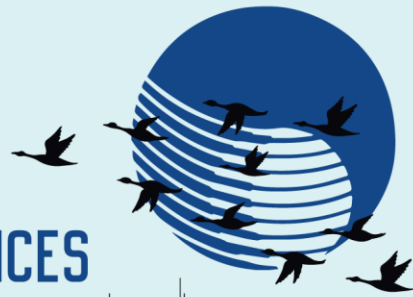


2-7 OCTOBER 2022
LONDON, ONTARIO AND VIRTUALLY ANYWHERE

54TH ANNUAL MEETING
DIVISION FOR PLANETARY SCIENCES



Exhibitor and Sponsor Prospectus

RBC Place London
300 York Street
London, Ontario
CANADA

aas.org/meetings/dps54



23 June 2022

Dear Friends and Supporters,

The American Astronomical Society invites you to support its **54th Annual Division for Planetary Sciences Meeting**. We are delighted that the London, Ontario planetary science community is excited to welcome us for our first in-person meeting since 2019. We will present the meeting in a hybrid format. All sponsors and exhibitors will be able to interact with attendees face-to-face or through their custom-designed Virtual Booth.

This prospectus includes information needed to reserve your exhibit space or become a sponsor. The Exhibitor Service Kit will be sent to you from Arata Expositions in August. Exhibit space will be reserved on a first-come, first-served basis.

If you have any questions, please contact Dan Cooke, Exhibit and Sponsorship Sales, at dcooke@aip.org or 310-933-3902 (voice or text).

Please consider becoming a sponsor and/or exhibitor. We look forward to seeing you in London, Ontario, and online, in October.

Diana Blaney, NASA
Division for Planetary Sciences Chair

Catherine Neish, Western University, Canada
Division for Planetary Sciences Vice-Chair
Local Organizing Committee

John E. Moores, York University, Canada
Science Organizing Committee

Timothy Holt, University of Southern Queensland, Australia
Virtual Organizing Committee

IMPORTANT DATES

Exhibits

2-6 October 2022 (Exhibits Open Monday-Thursday)

Booth Purchase Early Deadline

31 July 2022 (20% increase after this date)

Booth Purchase Final Deadline

2 September 2022

Meeting Registration

8 August 2022

Hotel Reservations Deadline

7 September 2022

aas.org/meetings/dps54/travel_and_lodging



Exhibit Show Schedule*

	Move-In/Move-Out	Exhibit Hall Hours	Coffee Breaks	iPoster Sessions
Sunday 2 Oct	1:00 pm–5:00 pm Setup			
Monday 3 Oct		9:00 am–6:00 pm	10:00–10:30 am	Daily
Tuesday 4 Oct		9:00 am–6:00 pm	10:00–10:30 am	Daily
Wednesday 5 Oct		9:00 am–6:00 pm	10:00–10:30 am	Daily
Thursday 6 Oct	6:00 pm Teardown	9:00 am–6:00 pm	10:00–10:30 am	Daily

*Times are subject to change as the scientific program is refined.



Robust Exhibit Hall Activity

The exhibit hall is the hub of activity for DPS meetings. Participants state that networking is one of the key factors for attending the meeting, along with exploring the latest innovations shared by researchers and scientists – all occurring in the exhibit hall.

iPosters

Presenters will display their iPosters each day of the meeting (Monday - Friday). They generate a great deal of traffic in the exhibit hall throughout the meeting.

Virtual Exhibit Booths

AAS has created a Virtual Exhibit Hall for DPS 54. You will have the opportunity to design your booth and make edits at any time in the user-friendly platform. The booth will be branded with your company's logo, and will include a business/products overview, contacts, and social media tags. You may add any marketing materials or videos you want to share.

Other Exhibiting Options

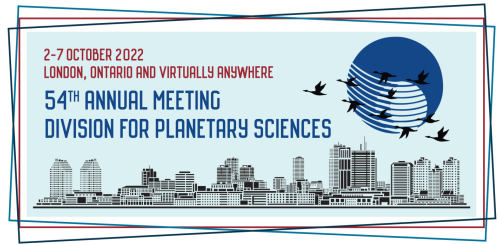
- Shared Book Exhibit
 - Publishers can display up to six titles at a communal display located in the exhibit hall.
- Handout Station
 - Non-attending institutions can arrange for a public display of handouts and a table-top or easel display.
- Stand-up Banner Display
 - Non-attending institutions can arrange for a public display of a stand-up/pop-up banner or meter board.
- Unstaffed Table-top Display
 - Non-attending institutions can arrange for a public display of a stand-up/pop-up banner or meter board.
- Customized Packages
 - If you do not see a standard package that fits your needs, please contact Dan Cooke at dcooke@aip.org or 310-933-3902 (voice or text). There are several naming opportunities including: mobile app, opening reception, meeting program handout, daily coffee breaks, badges and lanyards, registration handout, charging stations, and more! Sponsors will receive recognition on the website, mobile app, program, signs, virtual platform and pre-meeting promotions.
 -

Sponsor/Exhibitor Pricing Structure

Sponsor/Exhibitor Benefits	Platinum Sponsor \$12,500	Gold Sponsor \$10,500	Silver Sponsor \$7,500	Bronze Sponsor \$3,500	Exhibitor Only \$2,500
10'x30' booth row	✓				
Three complimentary full registrations	✓				
Unlimited complimentary exhibit hall booth staff badges (no access to oral sessions)	✓				
Two 6-foot draped tables & six chairs	✓				
Premium location in exhibit hall	✓	✓			
Insert in meeting packet	✓	✓			
One refreshment break in front of your exhibit booth	✓	✓			
10'x20' booth		✓	✓		
Premier Exhibitor recognition	✓	✓			
Logo and Promotion in Concurrent Virtual Meeting	✓	✓	✓		
Prominent acknowledgement on meeting signs and website	✓	✓	✓		
Prominent acknowledgement onsite in printed meeting program and during chair's remarks	✓	✓	✓		
Prominent acknowledgement in pre- and post-meeting email blasts	✓	✓	✓	✓	
Prime Location in Exhibit Hall		✓	✓	✓	
One 6-foot draped table with two chairs		✓	✓	✓	✓
Virtual Exhibit Booth	✓	✓	✓	✓	✓
Four complimentary exhibit hall booth staff badges (no access to oral sessions)		✓	✓	✓	✓
Two complimentary full registrations		✓	✓	✓	✓
10'x10' Booth				✓	✓

DPS 54 Exhibit Space Reservation and Sponsorship Form

To reserve your space, please complete the reservation form below.



Organization _____

Contact Person: _____ Email: _____

Address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Fax: _____

Website: _____ Twitter: _____

Sponsor/Exhibitor Sign Name: _____

Sponsorship Type *(see previous page for descriptions):*

- | | |
|--|--|
| <input type="checkbox"/> Platinum Sponsor - \$12,500 USD | <input type="checkbox"/> Unstaffed Table-Top Display \$2,000 USD |
| <input type="checkbox"/> Gold Sponsor - \$10,500 USD | <input type="checkbox"/> Customized Sponsorship |
| <input type="checkbox"/> Silver Sponsor - \$7,500 USD | _____ |
| <input type="checkbox"/> Bronze Sponsor - \$3,500 USD | |
| <input type="checkbox"/> Exhibitor - \$2,500 USD | |

Amount Due: _____

Signature _____ Date _____

Application Submission:

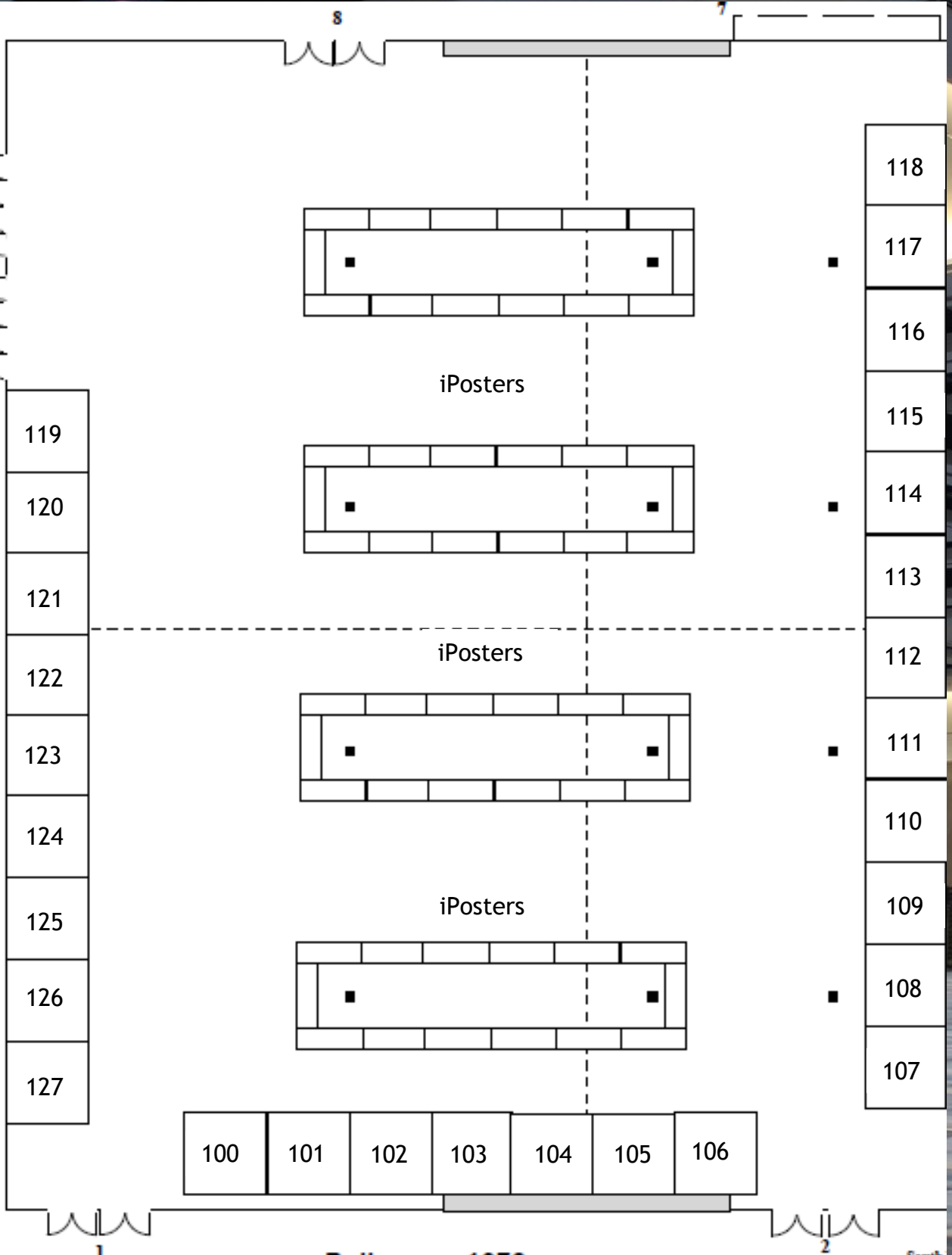
Return this form no later than 2 September 2022 to: dcooke@aip.org.

or mail to: AAS – DPS 54 Exhibits, 1667 K Street, NW, Suite 800 Washington, DC 20006

Payment:

You will receive an invoice via email for electronic payment after your application is received. Please do not transmit any credit card data with this document.

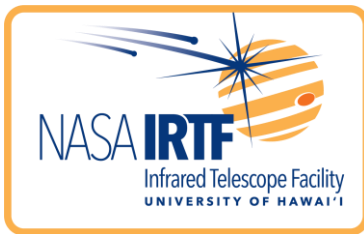
Emergency Exits



**Ballrooms 1278
Exhibit Hall**

South

Thank you to our DPS 53 Virtual Sponsors and Exhibitors



STScI | SPACE TELESCOPE SCIENCE INSTITUTE



SOUTHWEST RESEARCH INSTITUTE



Universities Space Research Association

Exhibit Rules

Definition

The words “Exhibit Management” as used herein refer to the Division for Planetary Sciences (DPS).

Exhibitor Registration

Exhibitors are entitled to both Full Complimentary Registration and Exhibit Hall passes based on the level of exhibit booth reservations as indicated in the Exhibit Pricing Structure on page 3. Each exhibitor must wear an official exhibitor’s identification badge.

Housing/Hotel

Exhibitors are responsible for making their own travel and housing arrangements. Discounted sleeping room rates have been negotiated at the DoubleTree by Hilton **Hotel**. Reservations should be made directly through the hotel.

Arrangement of Exhibits

All exhibits must be arranged without obstructing the general view or hiding other exhibits. Backgrounds (including signs) must be no more than 8 feet in height. Height restrictions are more flexible with island booths. Material extending into the exhibit area by more than 3 feet from the back wall cannot exceed 3 feet in height. No partitions other than the side rails will be allowed, unless specifically approved by Exhibit Management. Exposed, unfinished sides of exhibit backgrounds must be draped to present an attractive appearance. Exhibit Management may (at the exhibitor’s expense) direct revisions of any exhibit that does not comply with the above guidelines. Exhibit booths may only be used in a straight line or in an island style as it appears on the floor plan.

Location/Layout of Exhibits

At all times, Exhibit Management reserves the right to alter the location and/or layout of the exhibits in the best interests of the overall exhibition and meeting.

Installation/Dismantling

Exhibits must be completely installed at least two hours prior to the opening of the show. Exhibit Management reserves the right to re-assign any space not installed at that time. **No packing or dismantling of exhibits will be permitted prior to the official closing of the exhibition, and there will be a \$600 fine for any exhibitor dismantling prior to the closing of the show.** Setup begins Sunday, 2 October 2022 from 1:00 pm–5:00 pm. Teardown occurs on Thursday, 6 October 2022 from 6:00 pm–8:00 pm.

Exhibit Kits

Exhibit Kits and other important information will be sent to the primary exhibit contact listed on the DPS exhibit space reservation form (page 6).

General Conduct of Exhibitors

All materials and activities must be confined to the limits of the exhibit booth(s) and may not impede traffic or interfere with other exhibits. Furthermore, all of the following practices are expressly prohibited: the promotion of products or services other than the exhibitor’s, excessive noise that would interfere with other exhibitors, the storage or use of flammable or explosive materials (or any substance prohibited by local laws or insurance carriers), the operation of x-ray equipment, the soliciting of participation in surveys or any other harassment of attendees, the use of live animals, the solicitation of business by anyone other than the representatives of exhibiting organizations, and the publicizing or conducting of any activities that would attract attendees away from the exhibition during exhibit hours.

Occupancy of Booths

We request that all exhibit booths be staffed during the advertised show hours, but we leave it up to the discretion of the exhibitor.

Rejection & Penalties

Exhibit Management reserves the right to refuse any applicant for exhibit space, as well as the right to restrict or evict any exhibit that, in the opinion of Exhibit Management, detracts from the general character of the exhibition. This reservation applies to displays, printed matter, promotional materials, noise, personal conduct, and method of operation. In the event of such restrictions or eviction, Exhibit Management will not be liable for any refunds or other exhibit expenses.

Insurance

Exhibitors are urged to take out a portal-to-portal rider on their own insurance policy, usually available at a nominal cost, to protect against loss through theft, fire, damage, etc. Exhibitors are responsible for their equipment and property. The exhibit area will be monitored and secured, but DPS does not guarantee nor protect the exhibitor against loss of any kind. Each party agrees to be responsible for its own property through insurance or self-insurance; exhibitors shall hold harmless DPS for any and all damage caused by theft and those perils normally covered by fire and extended coverage policy.

Liability

The exhibitor agrees to assume all responsibilities for any damage to the exhibit area. The exhibitor also expressly indemnifies and holds harmless DPS, the show's official service contractor, and any other agents of Exhibit Management from any and all liability that may ensue from accidents, injuries, damage by fire, loss or theft of property, or any other cause. Security guards will be provided; however, the exhibitor retains sole responsibility for his/her own exhibit materials. In the event that the exhibition is canceled, the liability of Exhibit Management shall be limited to the monies paid by the exhibitor as exhibit booth rental, less a proportionate share of all expenses incurred by Exhibit Management for the exhibition.

Subletting of Space

No exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted without the knowledge and written consent of Exhibit Management.

Payment Terms

Checks and credit cards are accepted. Exhibit Fees should be made payable to the Division for Planetary Sciences, 1667 K Street, NW, Washington, DC 20006. Questions regarding exhibits and/or rates should be directed to Dan Cooke, dcooke@aip.org.

Cancellations

After a signed contract has been received, cancellations prior to 31 July 2022 will be liable for a penalty of \$500 per booth reserved. Exhibitors cancelling after 31 August 2022 will be liable for the total booth fees. All cancellations must be submitted in writing.