

Exhibitor &
Sponsor
Prospectus



DPS-EPSC

2023

1-6 October
San Antonio, TX





05 June 2023

Dear Friends and Supporters,

The American Astronomical Society invites you to support its **55th meeting of the Division for Planetary Sciences (DPS)**. We are delighted to host the meeting in conjunction with the Europlanet Science Congress (EPSC). San Antonio, Texas is an ideal backdrop for the meeting. As one of the fastest growing cities in the nation, it offers modern convenience in the middle of a historic city with diverse culture and exciting attractions.

This prospectus provides information necessary to reserve your exhibit space and to become a sponsor or supporter of the meeting. Exhibit space will be reserved on a first-come, first-served basis.

If you have any questions, please contact Rod Nenner, Director of Sales and Strategic Partnerships, rod.nenner@aaas.org or 202-328-2010 x148.

Please consider becoming an exhibitor, sponsor, and/or supporter. We look forward to working with you and seeing you in San Antonio in October.

Catherine Neish

Western University, Canada
Division for Planetary Sciences
Chair

Stavro Lambrov Ivanovski

National Institute of Astrophysics
(INAF) Bologna
Science Organizing Committee

Carol Raymond

Jet Propulsion Laboratory
Division for Planetary Sciences
Vice-Chair

Akos Kereszturi

Konkoly Thege Miklos Astronomical
Institute
Science Organizing Committee

Kurt Retherford

Southwest Research Institute
University of Texas at San Antonio
Local Organizing Committee

Kelsi Singer

Southwest Research Institute
Virtual Organizing Committee
Co- Chair

Tracy Becker

Southwest Research Institute
University of Texas at San Antonio
Science Organizing Committee

Meredith Elrod

NASA Goddard Space Flight Center
Virtual Organizing Committee
Co- Chair

IMPORTANT DATES

Exhibits

2-5 October 2023 (Exhibits Open Monday-Thursday)

Booth Purchase Early Deadline

30 June 2023 *(20% increase after this date)*

Booth Purchase Final Deadline

1 September 2023

Meeting Registration Opens

8 August 2023

Hotel Reservations Deadline

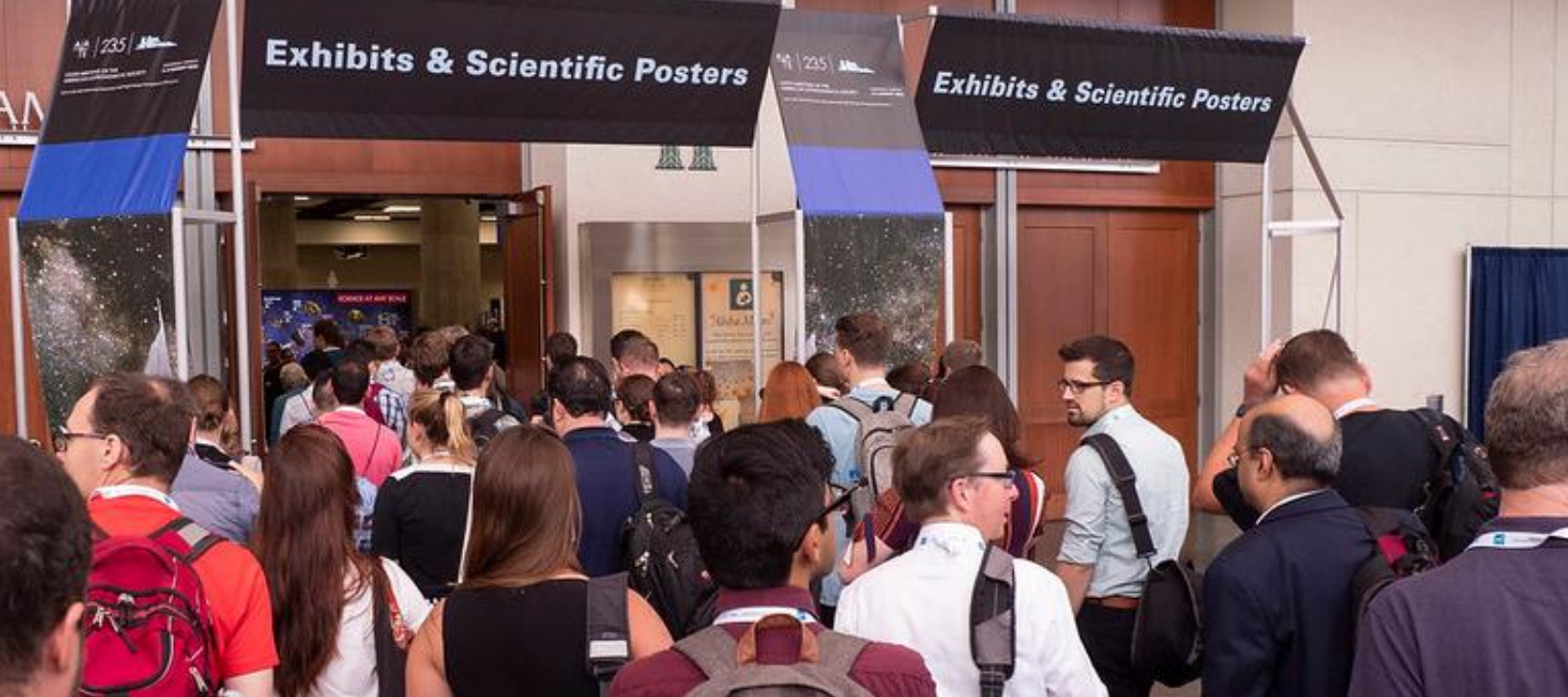
8 September 2023 – (or until the room block sells out – act quickly)



Exhibit Show Schedule*

	Move-In/Move-Out	Exhibit Hall Hours	Coffee Breaks	Poster Sessions
Sunday 1 October	1:00 pm—5:00 pm Setup			
Monday 2 October		9:00 am—6:00 pm	10:00—11:00 am 2:30—3:30 pm	9:30 - 10:30 am 4:30 - 5:30 pm
Tuesday 3 October		9:00 am—6:00 pm	10:00—11:00 am 2:30—3:30 pm	9:30 - 10:30 am 4:30 - 5:30 pm
Wednesday 4 October		9:00 am—6:00 pm	10:00—11:00 am 2:30—3:30 pm	9:30 - 10:30 am 4:30 - 5:30 pm
Thursday 5 October	6:00 pm Teardown	9:00 am—6:00 pm	9:30—10:30 am 2:30—3:00 pm	9:30 - 10:30 am 4:30 - 5:30 pm

*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.

Posters

Presenters will display their Posters each day of the meeting (Monday – Thursday). They generate a great deal of traffic in the exhibit hall throughout the meeting.

Exhibit Booths

A standard exhibit booth is 10' x 10' and comes with an 8' skirted table and two chairs. Pipe and drape form a separation between the booths.

Other Exhibit Options

- **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 Booths and Packages**
If you would like to build a customize booth or support package, please contact Rod Nenner at rod.nenner@aaas.org or 202-328-2010 x148. There are several naming opportunities including: opening reception, meeting program handout, daily coffee breaks, badges and lanyards, registration handout, charging stations, and more! Sponsors will receive recognition on the website, signage, as well as pre and post-meeting promotions.

Sponsorship and Support Opportunities

- **Opening Reception - \$12,000**
This special reception kicks off the meeting. Be one of the first to welcome attendees.
- **Ice Cream Social - \$4,000**
This gathering brings the meeting to a close. You will have one more opportunity to leave a lasting impression.
- **Attendee Tote Bags - \$7,500**
Each attendee can receive a meeting bag at registration. Your logo will appear on the bag. Price varies based on bag chosen.
- **Attendee Lanyards and Badge Holders - \$4,000**
Each attendee will receive a lanyard with your organization logo imprinted.
- **Daily Coffee Breaks - \$7,500 each**
Eight opportunities available. Coffee and other refreshments provided for all attendees each day in the Exhibit Hall. Sponsor can provide branded cups or napkins.
- **Hotel Guest Room Key Cards - \$4,000**
Each guest who checks into the host hotel for the DPS - ESPC meeting, will be given a key card bearing your organization's logo.
- **Poster Session Evening Cash Bar - \$7,000**
Four opportunities available. Refreshments provided for all attendees each day in the Exhibit Hall. Sponsor can provide personalized coasters, plastic drinking cups, etc.
- **Mobile Device Charging Station - \$4,000**
Two mobile device charging stations will be setup in a centralized location so attendees can charge cell phones, tablets, and laptops.
- **Plenary Talks - \$2,500**
Four days available. Increase your organization's visibility by sponsoring the plenary sessions and distribute your company's collateral.
- **Message Center - \$2,500**
Increase your organization's visibility by displaying your logo on the message board centrally located in the highly trafficked registration area.
- **Wi-Fi - \$2,500**
Become a co-sponsor of the meeting's Wi-Fi. Your organization's logo will be printed on all highly visible signage with the Wi-Fi code and in marketing material.
- **Job Board - \$2,500**
Many meeting attendees are seeking job opportunities. Employers may post job openings on this board that are sure to attract the attention of job seekers. Your organization's logo will be printed on signage and in marketing materials.
- **Press Office - \$2,500**
Numerous press conferences are held throughout the meeting. Your organization's logo will be printed on signage at the entrance of the office, on the speaker's podium, and in marketing material.

Sponsor/Exhibitor/Supporter Pricing Structure

Benefits	Platinum \$12,500	Gold \$10,500	Silver \$7,500	Bronze \$4,000	Exhibitor Only \$3,000
10'x30' booth row	✓				
Three Complimentary full registrations	✓				
Two 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' draped table with two chairs	✓	✓	✓	✓	✓
Four complimentary Exhibit Hall booth staff badges (no access to oral sessions)			✓	✓	✓
10'x10' Booth				✓	✓

DPS-EPSC 2023 Exhibit Space Reservation Sponsorship and Support Form

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

Organization _____

Contact Person: _____ Email: _____

Address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Fax: _____

Website: _____ Twitter: _____

Levels of Support

- Platinum - \$12,500 USD
- Gold - \$10,500 USD
- Silver - \$7,500 USD
- Bronze - \$4,000 USD
- Exhibitor - \$3,000 USD

- Unstaffed Table-Top Display
\$2,000 USD
- Customized
_\$ _____

Amount Due: \$ _____

Signature _____ Date _____

Application Submission:

Return this form no later than 1 September 2023 to: rod.nenner@aes.org

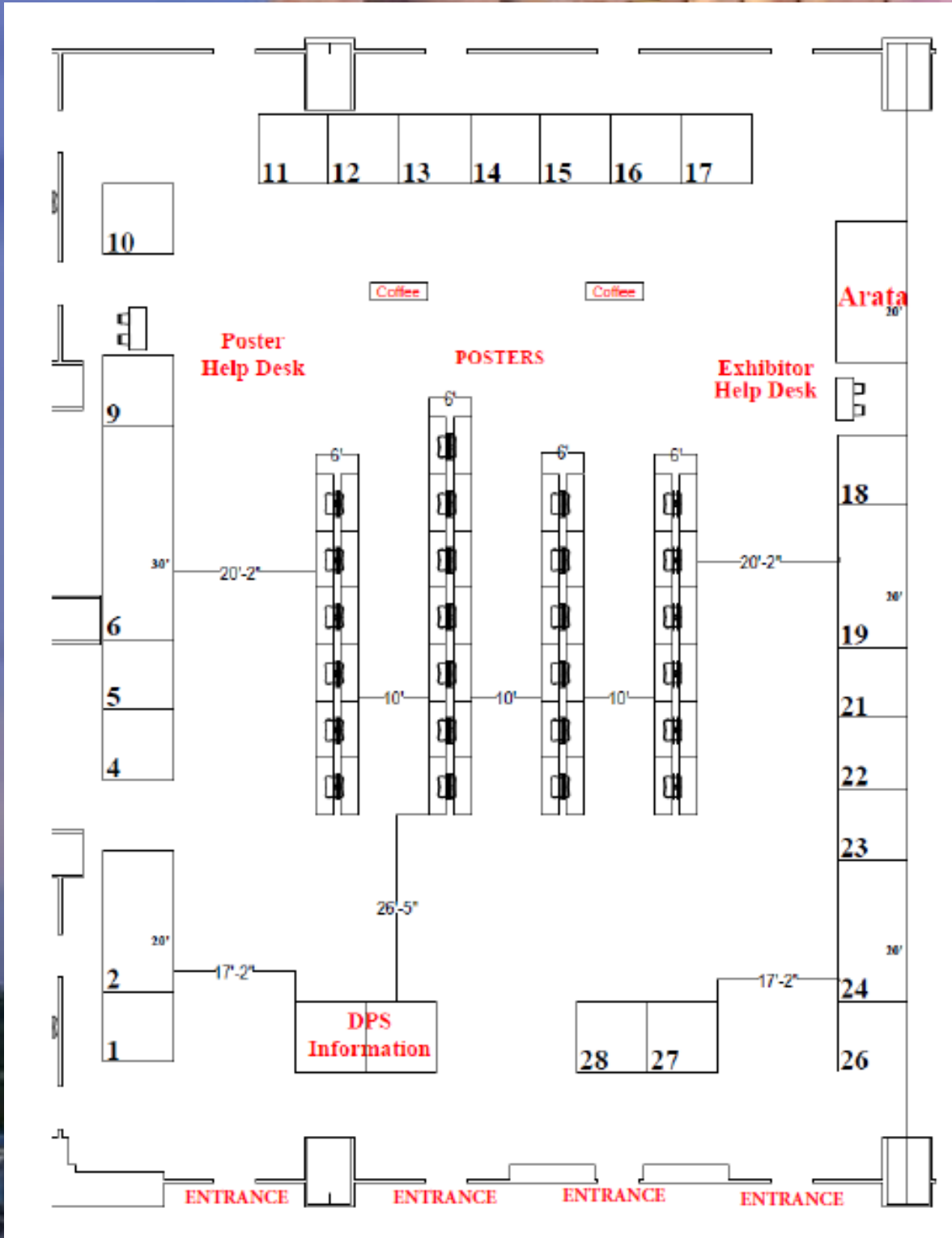
or mail to:

AAS – DPS-EPSC 2023 Exhibits
1667 K Street, NW, Suite 800
Washington, DC 20006

Payment:

You will receive an invoice for payment after your reservation form is received.
Please do not transmit any credit card data with this document.

Marriott Rivercenter
EXHIBIT HALL FLOOR PLAN
Salons A-F



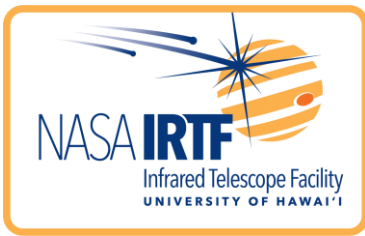
Thank you to our DPS 54 Sponsors and Exhibitors



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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. 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 **San Antonio Marriott Rivercenter 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, 1 October 2023 from 9:00 am—5:00 pm. Teardown occurs on Thursday, 5 October 2023 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 Rod Nenner, rod.nenner@aaas.org.

Cancellations

After a signed contract has been received, cancellations prior to 31 July 2023 will be liable for a penalty of \$500 per booth reserved. Exhibitors cancelling after 31 August 2023 will be liable for the total booth fees. All cancellations must be submitted in writing.